



Dealing with Gmail Spam

If you find that spam emails are still getting through the built-in filters and being displayed with your other emails, you can do several things to improve detection and removal of these unwanted messages.

Do I Need to Worry About Spam Emails?

That's a good question with a potentially very long answer, but in short, yes, spam email is best avoided. Junk or spam emails are unsolicited/requested messages sent in bulk by email.

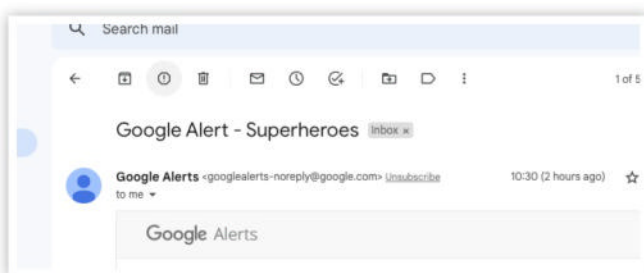
Email spam has steadily grown since the early 1990s and by 2014 were estimated to make up around 90% of email messages sent. Most spam email messages are commercial in nature and albeit harmless, they are annoying. However, some can also be dangerous because they may contain links that lead to phishing web sites, or sites that are hosting malware, or include malware as file attachments.

With this in mind, it is always best to approach spam with caution and following this guide will better equip you to avoid spam as a whole.

Report and Remove Spam

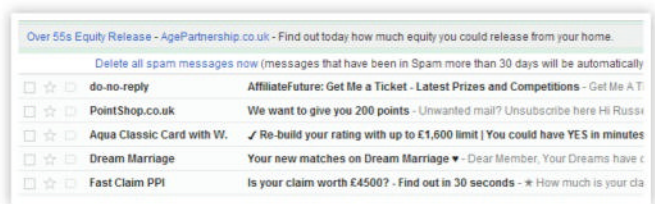
Step 1

Removing spam from your inbox is easy. Click on the message you want to remove and look for the ! button above the message box. Clicking this will remove the spam message and report it to Google.



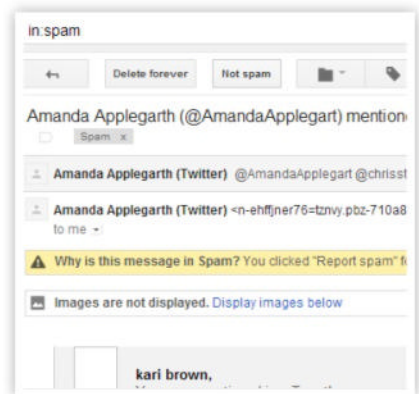
Step 2

If you want to remove the spam that is collecting in the spam mailbox, the spam mailbox will only appear in your labels when spam has been detected and moved into it, click the mailbox and then click "Delete all spam messages now".



Step 3

If you see a message in the spam mailbox which has been moved there incorrectly (i.e. it is not spam), you can correct the mistake by selecting it and clicking Not Spam from the options above it.

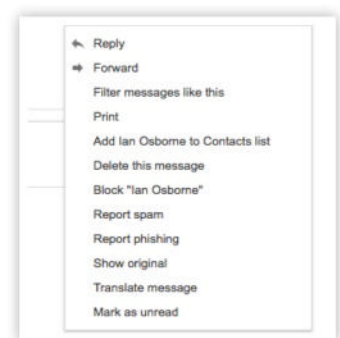


Creating Filters

Another way to deal with unwanted emails, particularly if you are getting lots of emails from one particular address, is to set up a filter.

Step 1

Open the inbox and find a message from the contact you want to filter. Click on the message to open it. Click on the More button to the right of the buttons above the message, and select Filter Messages Like These from the menu.





Step 2

In the box that appears, the email address of the sender will be automatically entered. You can add extra triggers to the filter such as certain words or recipient addresses. Next, click Create filter for this search.

Step 3

You can now decide what to do with messages that trigger this filter. There are numerous options, and not just options for spam messages. For the purpose of this guide, choose Delete it. Click Create Filter to finish.



Protect Your Email Address

One of the very best ways of ensuring that spam does not become the bane of your life is to protect your email at all times. Entering your email address onto websites that you don't fully trust or posting the address on blogs and forums, will almost certainly lead to a whole heap of spam heading your way. Automated software (bots) scan through millions of web pages to find email addresses, which are then used by spammers to flood your inbox with unwanted emails.

If you do need to write your email on a blog or forum (in the signature for example), write it in a way that a non-human reader would not understand. For example, you could write it as john dot doe at gmail dot com (instead of john.doe@gmail.com). A human should understand how to write that email address properly.

14:01 (21 hours ago) ☆

- ↩ Reply
- ➡ Forward
- Filter messages like this
- Print
- Add Ian Osborne to Contacts list
- Delete this message
- Block "Ian Osborne"
- Report spam
- Report phishing
- Show original
- Translate message
- Mark as unread

What is Phishing?

Phishing is the process of trying to find private information such as PIN numbers, passwords and user names by trickery. Sometimes spammers create fake websites that look for example, like a well-known bank's login page. You will then get an email pretending to be from that bank, asking you to confirm your login or change some settings by clicking a link to the fake website. When you enter your email and password on one of these pages, the spammer records your information and keeps it.

Remember that banks or credit card companies will never ask you to email them your password or click on links in emails. If you are in any doubt as to the legitimacy of an email and the links within, the first thing to check is the link. Without clicking it, roll your mouse pointer over the link and look at the information that appears at the bottom of the browser window. This will show you the actual link address, letting you check whether it looks OK. If you really want to check your online bank, open a new browser window and navigate to your bank's page normally.

If the message seems like an attempt to get your personal information, click Report Phishing from the message options menu (arrow to the right of the Reply button) to help Gmail and Google learn from such attempts.