

# Fighting Viagra Ads in Outlook

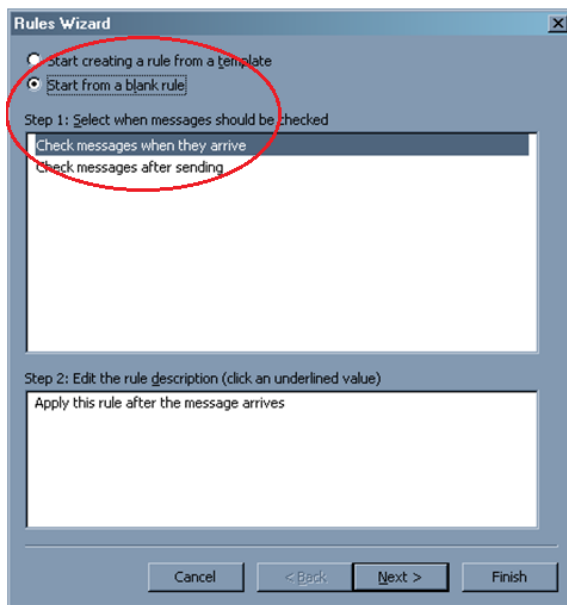
Combating the current aggressive campaign of Viagra ads can be accomplished with a simple rule. Rules perform actions on in/outgoing mail based on attributes of a message. The Viagra ads we receive have 2 consistent attributes: they are from your email address and to your, and only your, address. A rule acting on these attributes can eliminate 99.9% of the Viagra adds you receive.

If you are not using Outlook, you can set this rule via webmail.

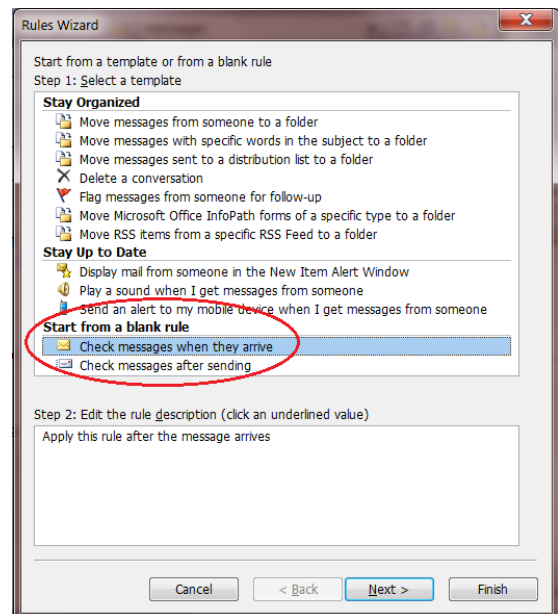
Most of the images below are taken from Outlook 2003 and are identical in Outlook 2007. Only Step 3 has different windows.

1. Log into your Outlook.
2. Pull down the Tools menu, select Rules and Alerts.
3. Click on the **New Rule** button in the upper left. The Rules Wizard starts.
4. Outlook 2003: Select the option to **Start from a blank rule**, at the top of the window. Make sure **Check messages when they arrive** is selected. Click the Next button.

Outlook 2007: In the **Start from a blank rule** section, select **Check messages when they arrive**. Click the Next button.

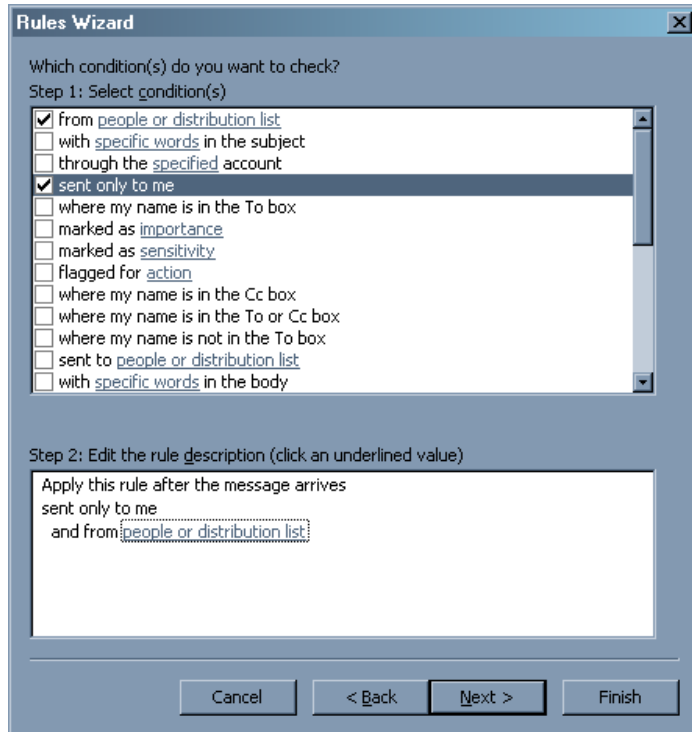


Outlook 2003

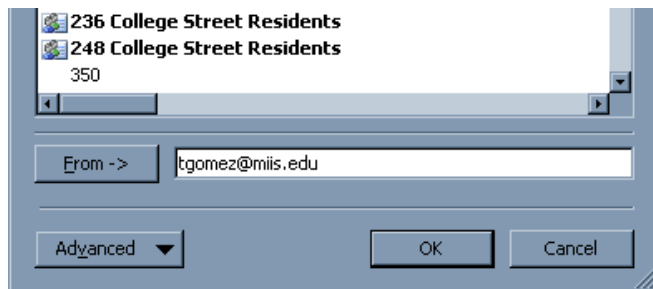


Outlook 2007

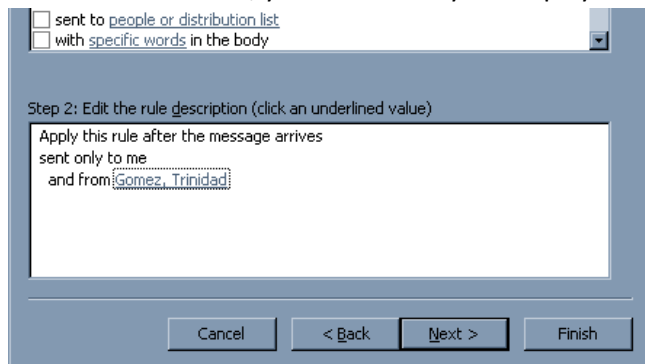
5. In top pane, Step 1, check the box next to **from people or distribution list**. Also check the box next to **sent only to me**. In the bottom pane, Step 2, click the link **people or distribution list** to open the Rule Address box.



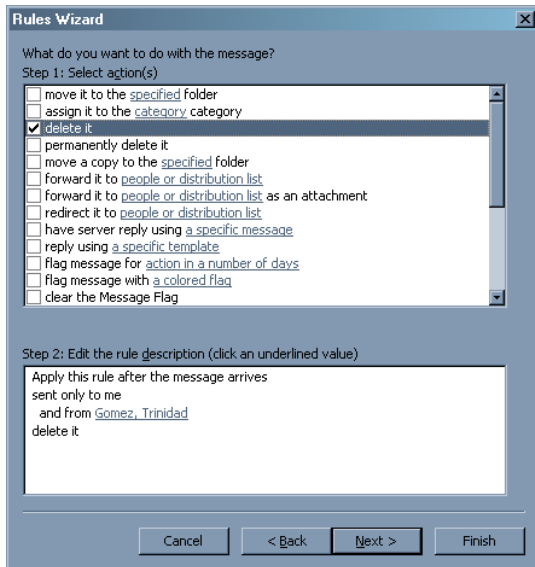
6. In the bottom of the Rule Address box, next to **From**, type in your email address in the form [yourid@miis.edu](mailto:yourid@miis.edu), and then click the OK button.



7. Back in Rules Wizard, you should see your display name in the bottom pane. Click the Next button.

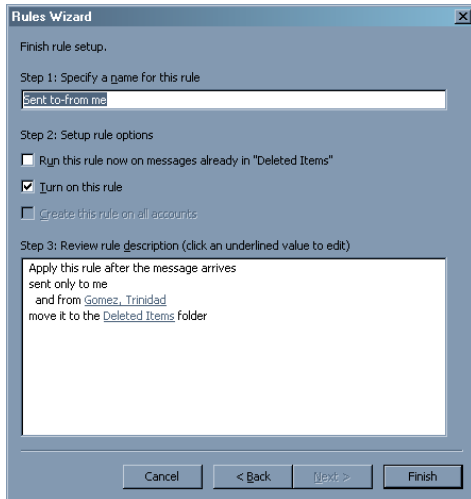


8. In the top pane, check the box next to **delete it**.

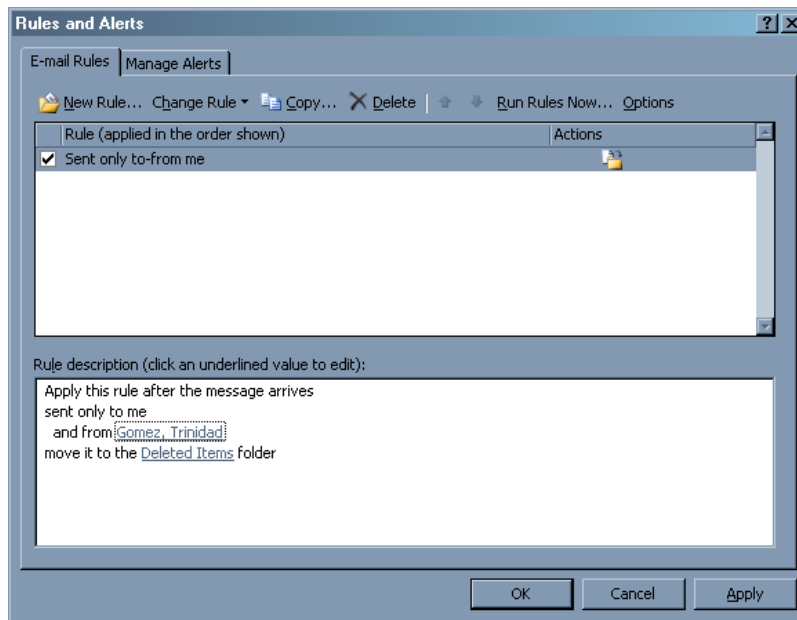


9. Click the Next button. The Exceptions window displays. There are no exceptions (for spam, really), so click the Next button again.

10. In the final window, name the rule **Sent to-from me**, then click the Finish button.



11. The Rules and Alerts window displays and the new rule should be listed. Click the OK button to close.



Your rule is now active. If you have other rules make sure this rule is at top so it is run before all others. There are buttons above the list of rules to move them up or down.