

# Junk Reporting for shakopee.k12.mn.us Accounts

## Overview

Following guide walks through how to submit emails to Microsoft to review as Not Junk.



Shakopee Public Schools utilizes Microsoft services to filter SPAM\Phishing\Junk email.

## Need more help?

If this article does not help resolve the issue, please submit a ticket.

[Create a new ticket via Web Helpdesk](#)  
[Create new ticket via email](#)

Use the following ticket type:  
Technology > Option 2 > Option 3

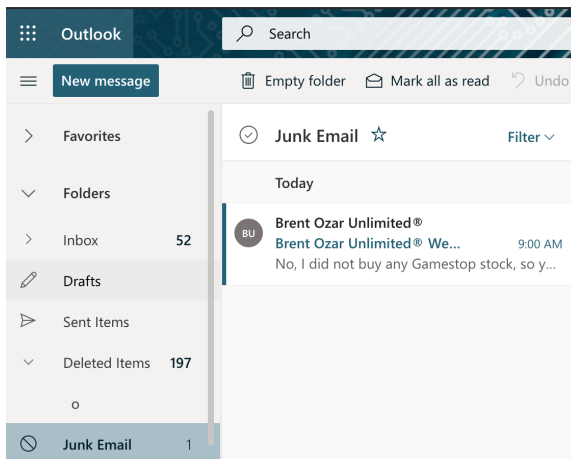
## Step-by-step Guide

1

Log into Outlook for Web: <https://outlook.office.com/>

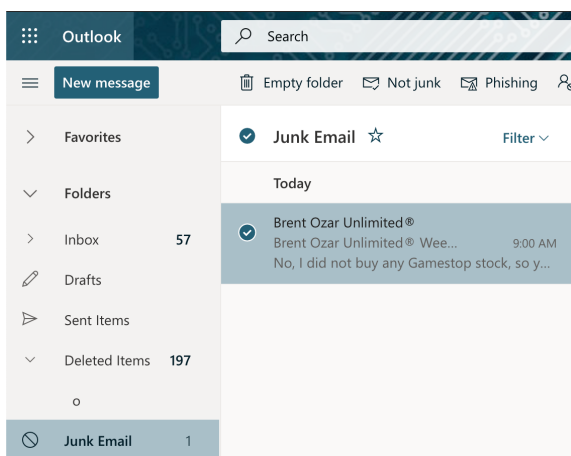
2

Navigate to Junk Folder



3

Select desired message(s) and Click Not Junk.



4

Ensure to submit report for Microsoft to review message to determine and improve Junk Filter logic.

### Report as not junk

Do you want to send a copy of this message to Microsoft to help improve the accuracy of the junk email filter?

Report

Don't report

#### Related Articles

- [Phishing Tips and Avoidance](#)
- [Outlook District Distribution Groups\Lists](#)
- [Mailbox Delegation - Adding a Delegated\Shared Account to Outlook for Windows](#)
- [Mailbox Delegation - Adding a Delegate to Office 365 account via Outlook for Windows](#)
- [Mailbox Delegation - Adding a Delegate to Office 365 account via Outlook for Mac](#)
- [Mailbox Delegation - Adding a Delegated\Shared Account to Outlook for Mac](#)
- [Mailbox Delegation - Delegate Access - Revoking for an Office 365 account via Outlook for Windows](#)

#### Related Links & References

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