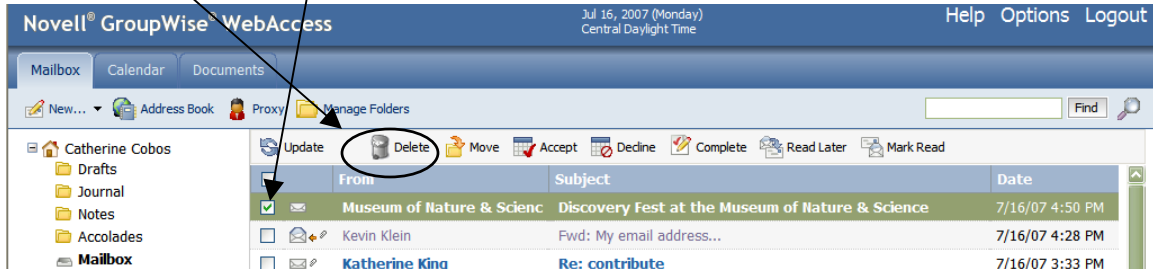


Groupwise

How do I delete emails I don't want or don't want to open?

1. Logon to Groupwise. Click in the square in front of the email that you want to delete. A checkmark will appear and the email will highlight. Hit the Delete button.



2. If you have an email open and decide to delete it, just click on the Trash can icon.

