

# Accessing Microsoft 365 Exchange Online Protection Spam Filter

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? Should you have any questions or concerns with the instructions, please notify the [Technology Service Center](#) for assistance.

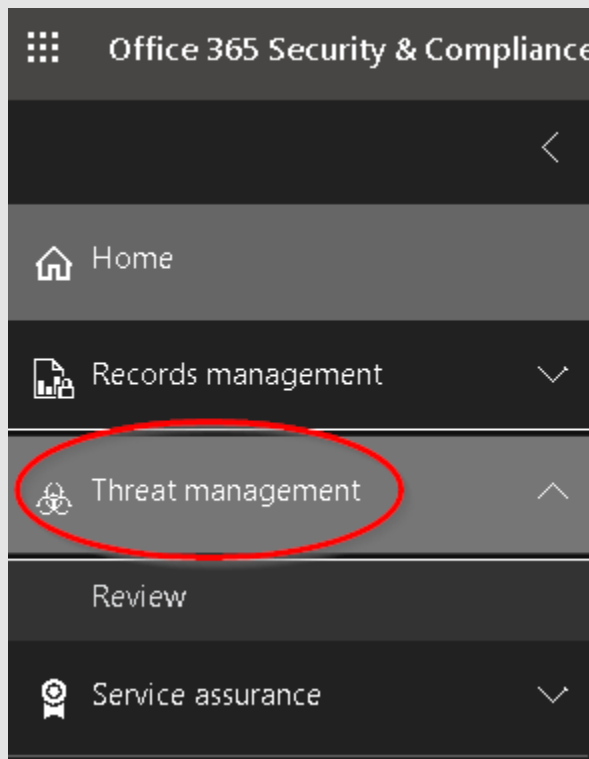
### Step 1

Login using your HCC email address and password.

<https://protection.office.com/homepage>

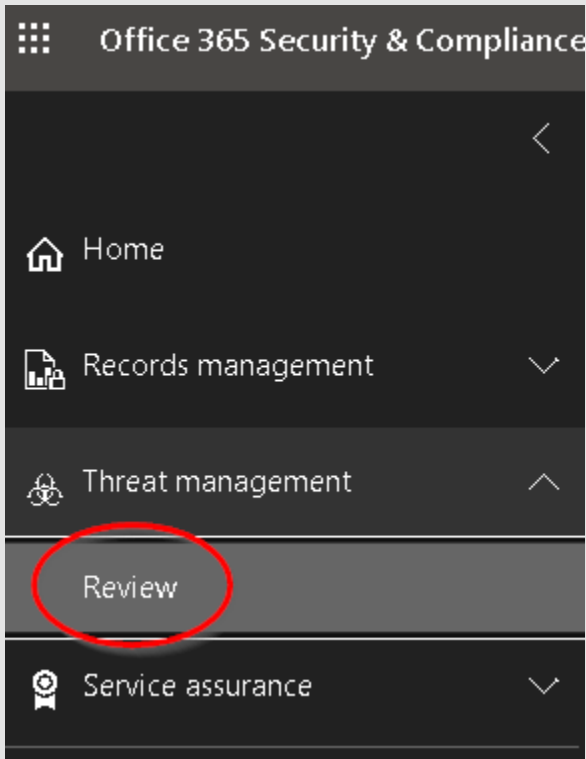
### Step 2

Select "Threat management" on the left menu.



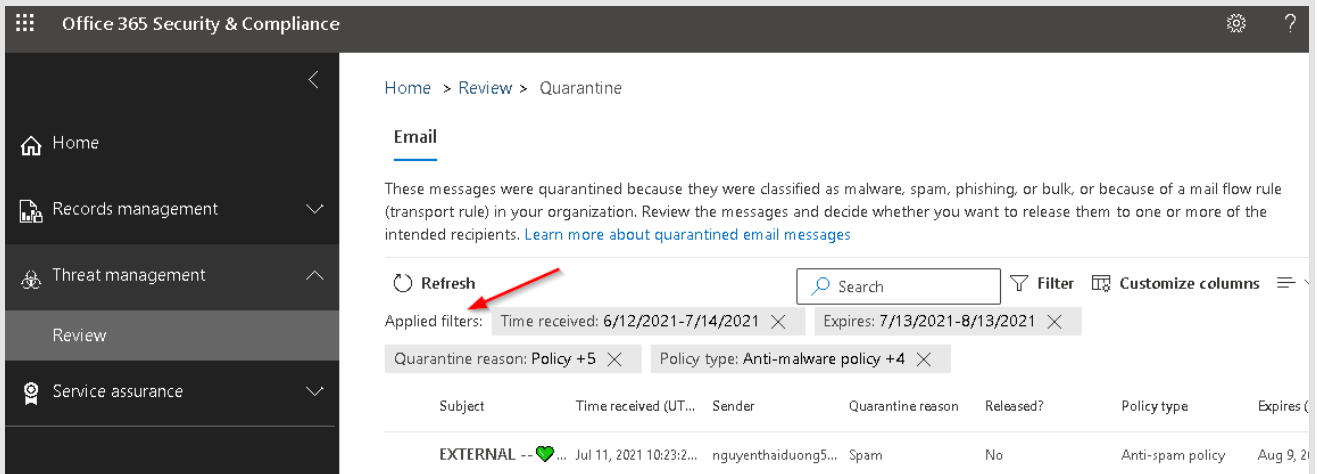
### Step 3

Select "Review".



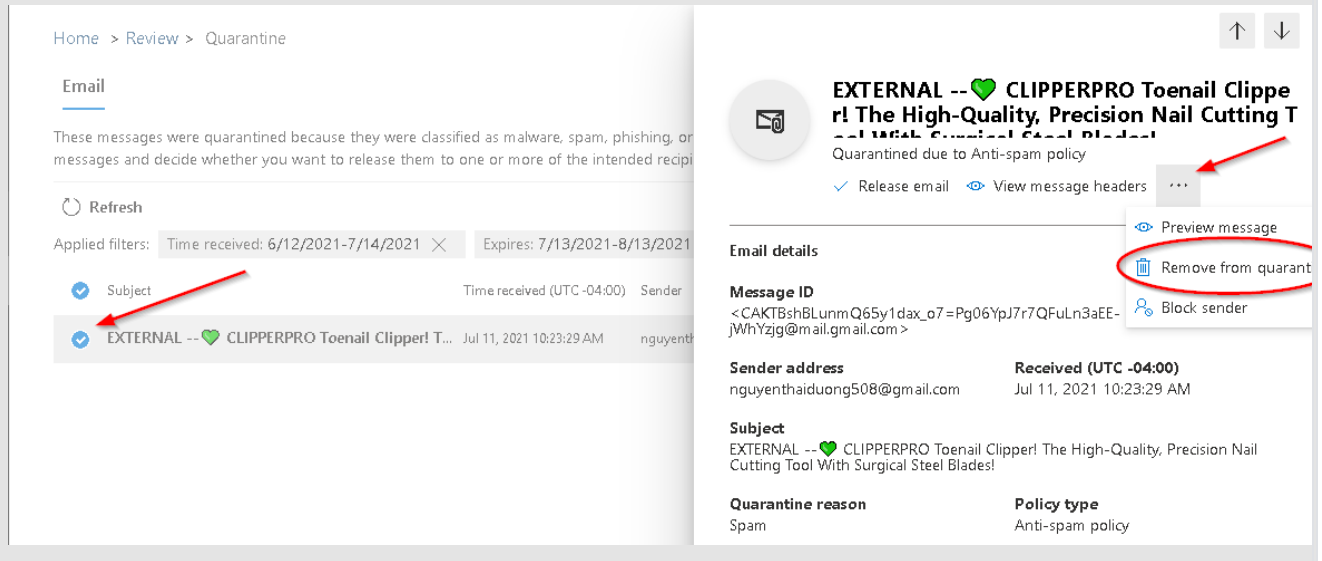
### Step 4

All quarantined emails will display. Take note of the filters that you can modify.



## Step 5

If you wish to remove an email from quarantine, select on the message and click the "..."  
option. Then click "Remove from quarantine".



The screenshot shows an email quarantine interface. On the left, a list of quarantined emails is displayed. The selected email is "EXTERNAL --❤️ CLIPPERPRO Toenail Clipper! T...". A red arrow points to the checkmark icon next to the subject line. On the right, the details of the selected email are shown. A context menu is open over the three-dot menu icon, with a red arrow pointing to it. The menu options are "Preview message", "Remove from quarant", and "Block sender". The "Remove from quarant" option is circled in red.

Home > Review > Quarantine

Email

These messages were quarantined because they were classified as malware, spam, phishing, or messages and decide whether you want to release them to one or more of the intended recipients.

Refresh

Applied filters: Time received: 6/12/2021-7/14/2021 Expires: 7/13/2021-8/13/2021

Subject	Time received (UTC -04:00)	Sender
EXTERNAL --❤️ CLIPPERPRO Toenail Clipper! T...	Jul 11, 2021 10:23:29 AM	nguyent...

EXTERNAL --❤️ CLIPPERPRO Toenail Clipper! The High-Quality, Precision Nail Cutting Tool With Surgical Steel Blades!

Quarantined due to Anti-spam policy

Release email View message headers ...

Preview message  
Remove from quarant  
Block sender

**Email details**

**Message ID**  
<CAKTBshBLunmQ65y1dax\_o7=Pg06YpJ7r7QFuLn3aEE-jWhYzjg@mail.gmail.com>

**Sender address**  
nguyenthaiduong508@gmail.com

**Received (UTC -04:00)**  
Jul 11, 2021 10:23:29 AM

**Subject**  
EXTERNAL --❤️ CLIPPERPRO Toenail Clipper! The High-Quality, Precision Nail Cutting Tool With Surgical Steel Blades!

**Quarantine reason**  
Spam

**Policy type**  
Anti-spam policy