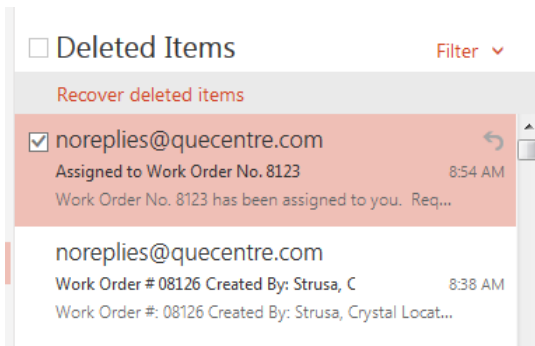


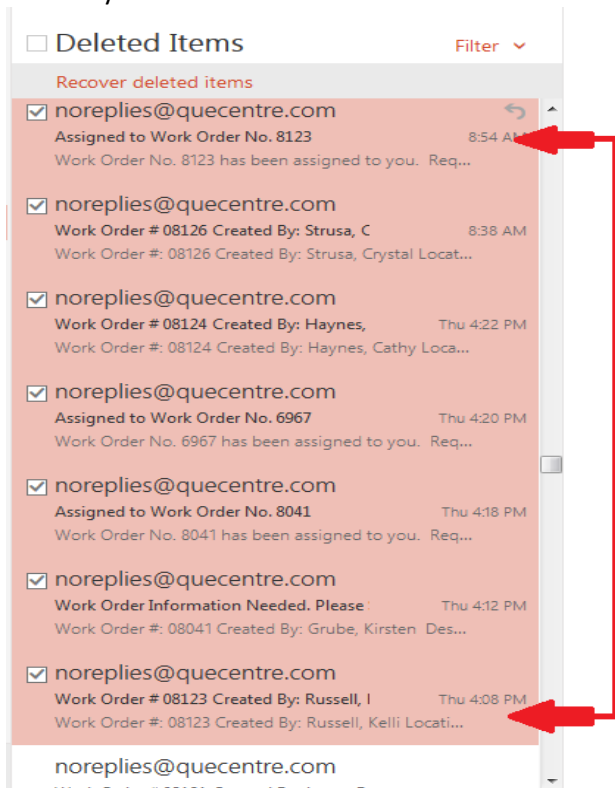
## HOW TO DELETE MULTIPLE EMAILS

To delete multiple emails at once you will need to highlight the emails before deleting them. You can select multiple emails by simply:

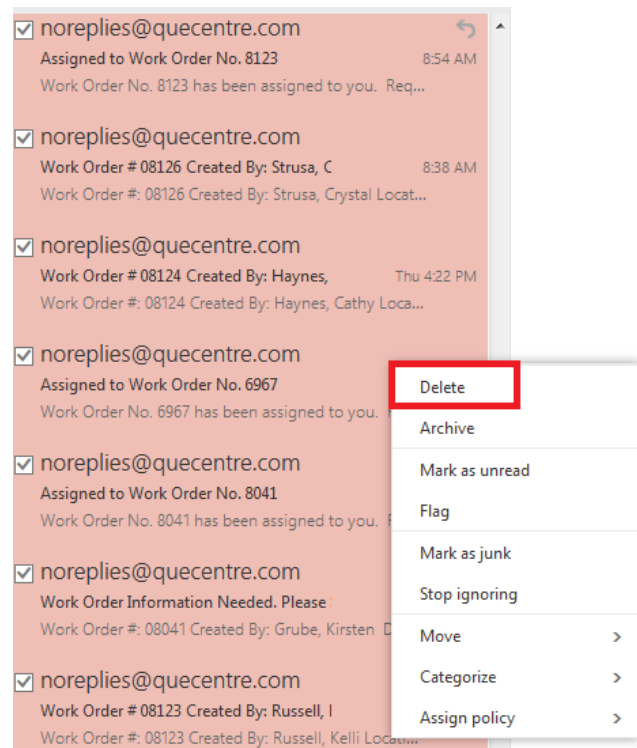
- 1) Select and highlight the first email



- 2) Now Hold down the 'Shift' button and select an older email lower down the list. This will highlight and select all the emails in between your two selections



- 3) Now right-click on the highlighted area and select **Delete**.



- 4) This will now delete all the highlighted emails at once.