



Search help

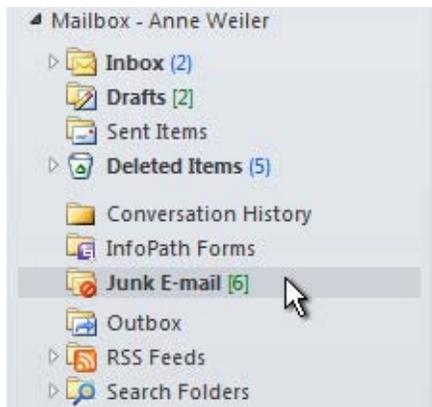
More on Office.com: [templates](#)

Mark an email message as not junk

Depending on the Junk Email Filter [protection level](#) that is set, some legitimate email messages might be moved to the **Junk E-mail** folder. For this reason, we recommend that you periodically [review messages moved to the Junk E-mail folder](#) to make sure that you aren't missing any legitimate messages.

To mark a message as not junk, do the following:

1. In **Mail**, click the **Junk E-mail** folder in the **Navigation Pane**.



TIP To avoid seeing objectionable content in the **Junk E-mail** folder, you can [turn off the Reading Pane](#). Reading Pane settings are unique to each folder.

2. In the **message list**, click any message that you want to mark as not junk.
3. On the **Home** tab, in the **Delete** group, click **Not Junk**.

Keyboard shortcut To mark a message as not junk, select the message, and then press CTRL+ALT+J.

NOTES

- A message that is marked as not junk is moved back to its original folder, usually the **Inbox**. If you have more than one email account, the message is moved to the **Inbox** (or appropriate other folder) in the active email account.
- When you mark a message as not junk, you can add the sender or the mailing list name to the Safe Senders List or Safe Recipients List.
- By default, the Junk Email Filter is [arranged by conversation](#). You can click the conversation header and mark the whole conversation as not junk if the conversation isn't expanded. You can mark individual messages in an expanded conversation.
- Any message viewed in the **Junk E-mail** folder appears in plain text format and any links that it contains are disabled. When a message is moved out of the **Junk E-mail** folder, its original message format is restored, and any links are enabled. However, links remain disabled if the message is also categorized as suspicious.