

Email Quarantine

1. To access your email quarantine, go to <https://security.microsoft.com/quarantine> by holding the control key and clicking on this link. You can also type the address into your web browser and bookmark it.

Quarantine

Email

These messages were quarantined because they were classified as malware, spam, phishing, or bulk, or because of a mail flow rule (transport rule) in your organization. Review the messages and decide whether you want to release them to more of the intended recipients. [Learn more about quarantined email messages](#)

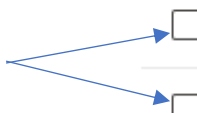
Refresh Release Request release Delete messages Preview message More

5 items Search Filter Customize

Filters: Time received: Last 30 days

<input type="checkbox"/>	Time received	Subject	Sender	Quarantine reason	Release status	Policy type	Expires
<input type="checkbox"/>	Aug 16, 2022 11:05:40 AM	Did you intentionally pursue a career in IT?	spiceworks@mail.spiceworks.com	Spam	Needs review	Anti-spam policy	Sep 14, 2022 8:00:00...
<input type="checkbox"/>	Aug 16, 2022 9:01:13 AM	Tomorrow: Which content management system is right f...	spiceworks@mail.spiceworks.com	Spam	Needs review	Anti-spam policy	Sep 14, 2022 8:00:00...
<input type="checkbox"/>	Aug 9, 2022 11:02:21 AM	Join the debate on 2022's worst buzzwords	spiceworks@mail.spiceworks.com	Spam	Needs review	Anti-spam policy	Sep 7, 2022 8:00:00...
<input type="checkbox"/>	Aug 2, 2022 9:02:56 AM	What are your five laws of cybersecurity?	spiceworks@mail.spiceworks.com	Spam	Needs review	Anti-spam policy	Aug 31, 2022 8:00:00...
<input type="checkbox"/>	Jul 25, 2022 11:03:26 AM	SysAdmin Day is almost here!	spiceworks@mail.spiceworks.com	Spam	Needs review	Anti-spam policy	Aug 23, 2022 8:00:00...

2. From here, you can see any message that has been caught up in your quarantine. You can release these messages to your inbox, delete them, or view a preview of them.
3. To select an email, simply click the empty box on the left side of the date. You can also select all emails with the empty box next to time received.



<input type="checkbox"/>	Time received	Subject	Se
<input type="checkbox"/>	Aug 16, 2022 11:05:40 AM	Did you intentionally pursue a career in IT?	sp
<input type="checkbox"/>	Aug 16, 2022 9:01:13 AM	Tomorrow: Which content management system is right f...	sp

4. Once you select an email, the box will be filled in blue and you will be able to interact with it. Directly above the list of emails will be the list of options you have. I have underlined them in red in the following picture.

 Refresh  Release  Request release  Delete messages  Preview message  More 

Filters: Time received: Last 30 days

<input type="checkbox"/>	Time received	Subject	Sender
<input checked="" type="checkbox"/>	Aug 16, 2022 11:05:40 AM	Did you intentionally pursue a career in IT?	spiceworks

5. The release option will send the email to your inbox and remove it from quarantine. It will also give you the option to report the email as a false positive to hopefully reduce the chances of future emails being caught up in the quarantine.
6. The delete messages option will safely delete the message from quarantine.
7. The preview message button will show you the content of the email without the potential danger of opening it normally. It can help verify if a message is legitimate.