

Mark an email message as Not junk in Outlook on the web

Open your [Junk Email](#) folder and select the messages you want to keep.

From the top toolbar, select **Not junk**

OR

Open the message and select the **It's not junk** link at the top

You will receive a prompt to **Report** or **Not Report** to Microsoft

Mark an email message as Not junk in the Outlook client

Open your [Junk Email](#) folder and select the messages you want to keep

On the **Home** tab, in the **Delete** group, click **Junk**, and then click **Not Junk**

At the popup, check the box to **Always trust email from** then click **OK**

Mark an email message as Not junk in the Outlook mobile app

Open your [Junk](#) folder and select the messages you want to keep

Expand the three dots at the top of the email

In the drop down menu, select **Not Junk**