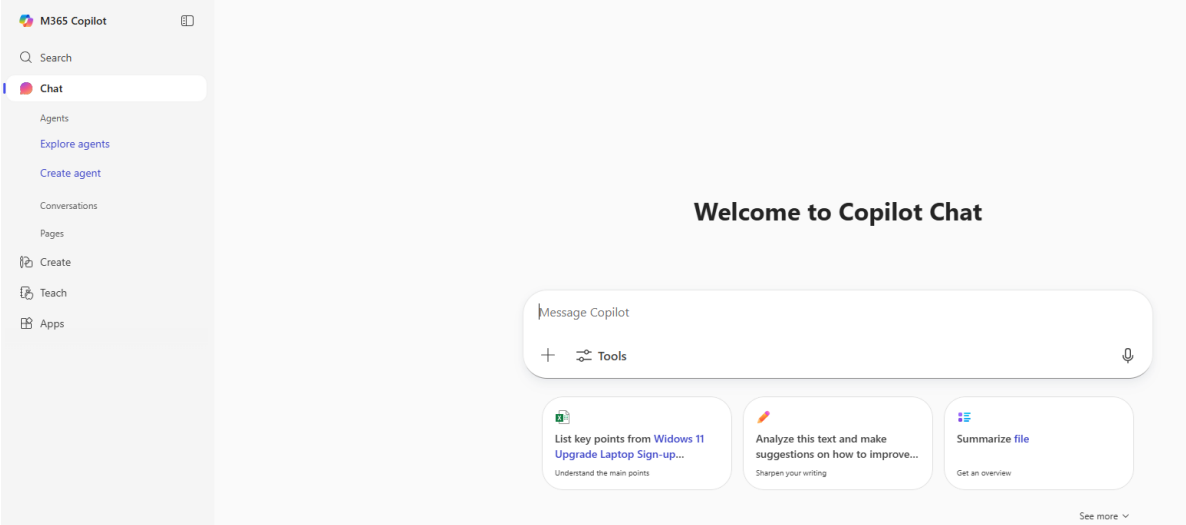
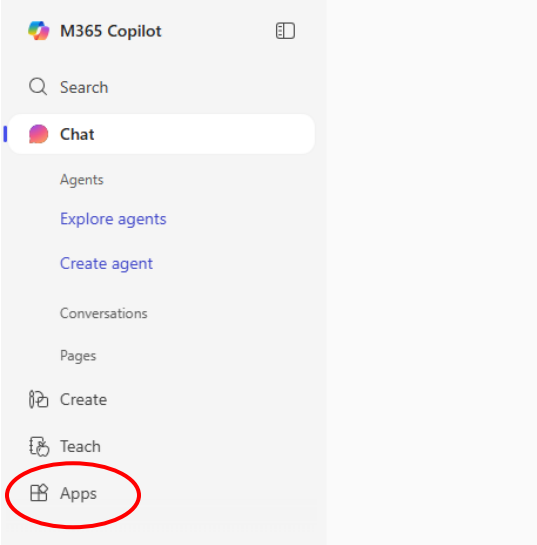
How to Delete a Rule in Outlook

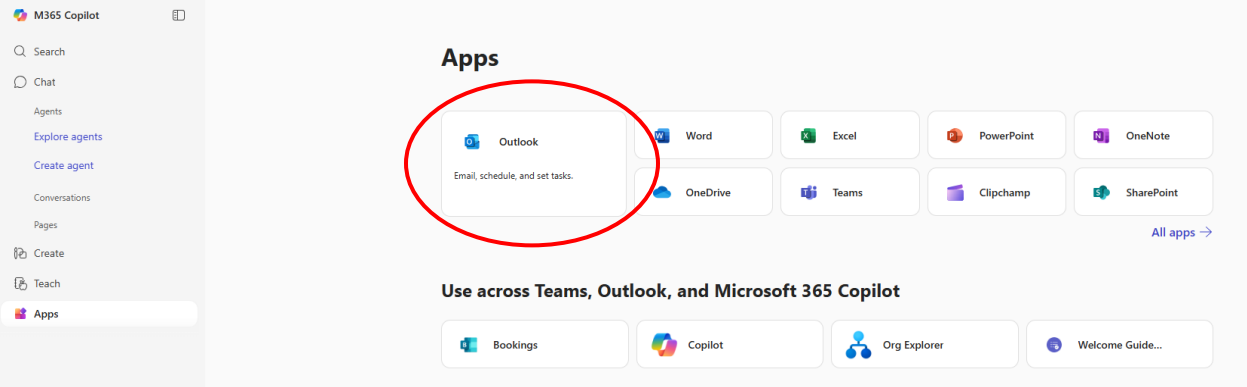
Go to Microsoft Office Website.



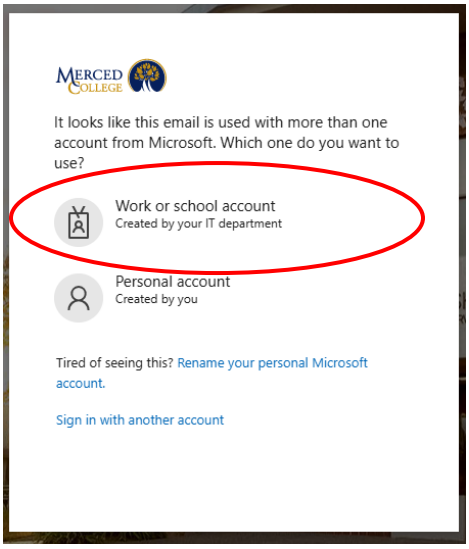
Click on Apps on the left-hand side of the page.



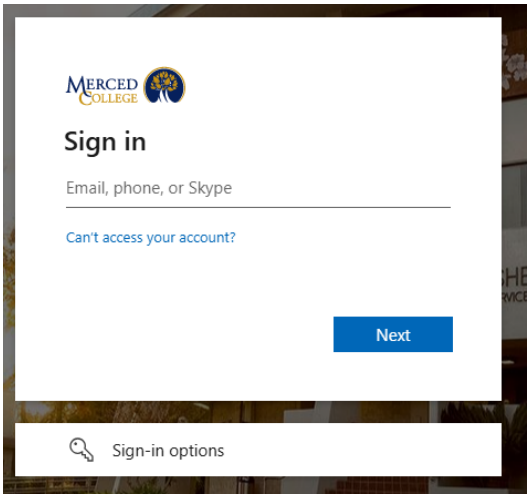
Click Outlook.

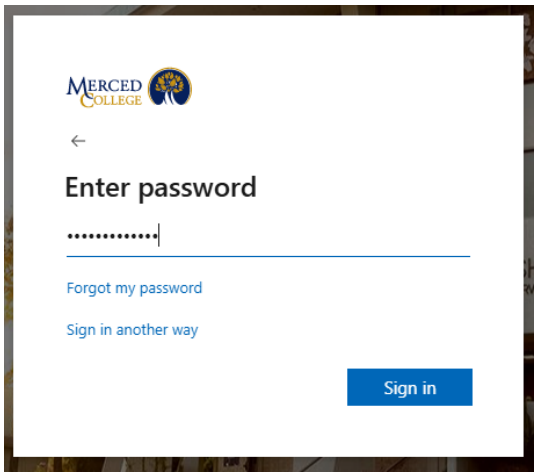


Click Work or school account.

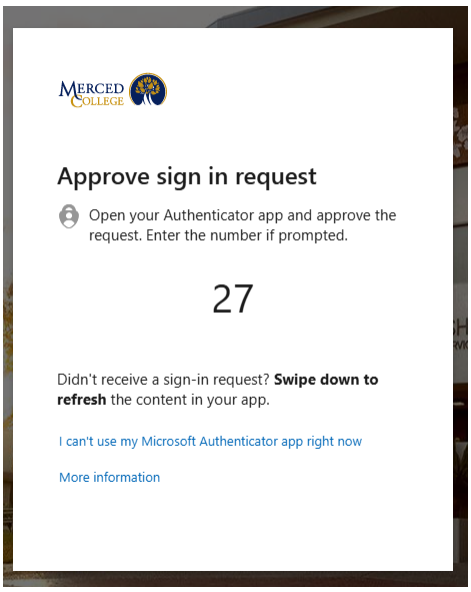


Sign in with your username and password.

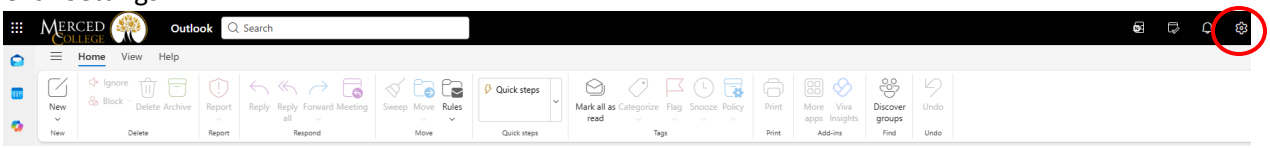




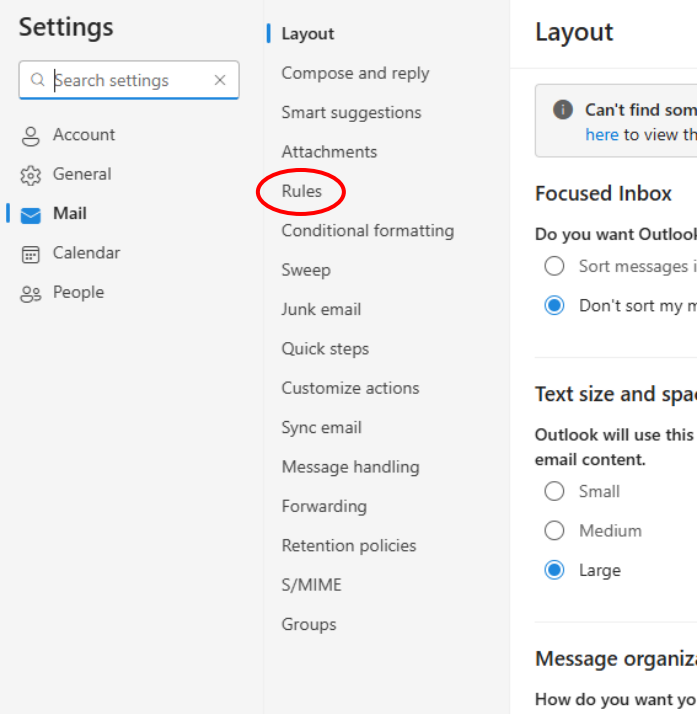
Enter the authentication code on the Microsoft Authenticator on your phone/tablet.
Note: Your number will be different from the number below.



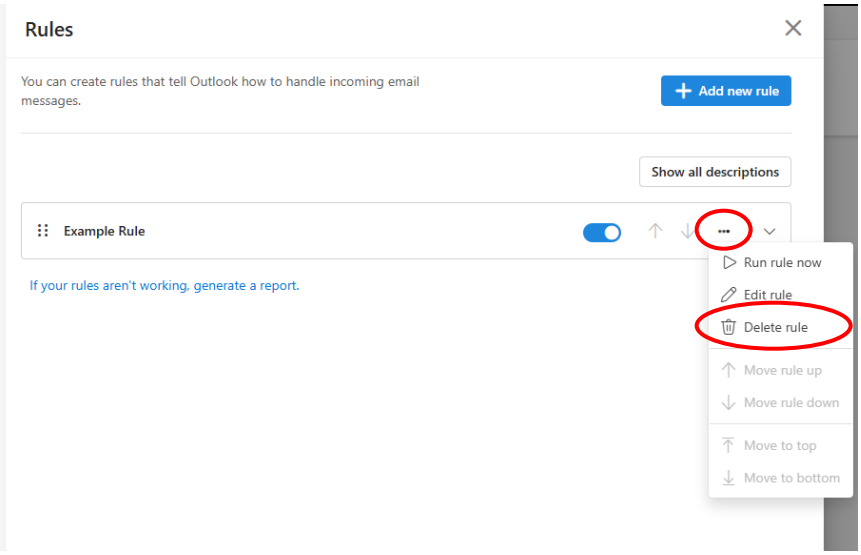
Click Settings.



Click Rules.



There should not be any Rules on your account. If there is a rule, you will need to delete it. Click on the three dots, then click Delete rule.



Click OK.