



[Portal](#) > [Knowledgebase](#) > [Support](#) > [Spam](#) > [Sorting Tagged Spam](#) > [How do I sort tagged messages in Eudora?](#)

## How do I sort tagged messages in Eudora?

Deleted Deleted - 2020-01-29 - in [Sorting Tagged Spam](#)

How do I sort tagged messages in Eudora?

1. Open Eudora.
2. Click on the Tools Menu, and choose Filters.
3. Click on New, this will open the sort options.
4. Select the check box for Incoming.
5. Select "Subject:" from the Header drop down menu.
6. Select "Contains" from the next drop down menu
7. Type in "\*\*\*SPAM\*\*\*" (without the quotes) in the text box.
8. Make sure "ignore" is chosen in the following dropdown box, as we only do not want to sort on any other criteria.
9. In the Action section, select "Transfer to" in the first drop down menu.
10. Select the "Junk" folder (or other folder of your choosing).
11. Select "Skip Rest" in the next drop down menu.
12. Click on the File menu, and chose Save. Once your changes have been saved you can close the Filter window.

---

Please contact Customer Support with any questions, comments, concerns, or feedback. Our contact information is as follows:  
E-Mail : [Support@Xecu.net](mailto:Support@Xecu.net) Chat: [Support LiveChat](#) Phone: 301.682.9972