



## Permit Pictures in Messages to Download

By default, Microsoft Outlook 2013 is configured to block pictures that are links within a message that download pictures from an Internet location.

The advantage of blocking automatic picture downloads include the following:

- Helps you avoid viewing potentially offensive material
- Helps to keep malicious code from damaging the data on your computer
- If you are on a low-bandwidth connection, blocking allows you to decide whether a particular image warrants the time and bandwidth that are required for downloading it.

Pictures in email messages that are actually linked and downloaded from the Internet can also be used as a way to confirm that you opened the message. This is known as a web beacon. For example, a junk email sender can confirm that they have reached an active email address when the picture in the message is downloaded.

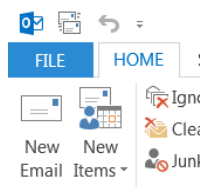
### **Unblock picture downloads for a single message**

When an individual email is opened:

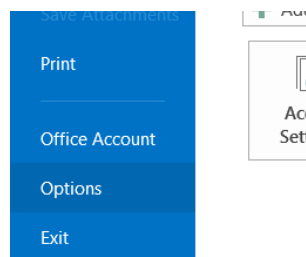
- 1) In the open message, click the InfoBar or right-click one of the blocked items.
- 2) On the InfoBar menu, on the shortcut menu, click Download Pictures.

### **Unblock picture downloads for all messages**

- 1) Select "File"

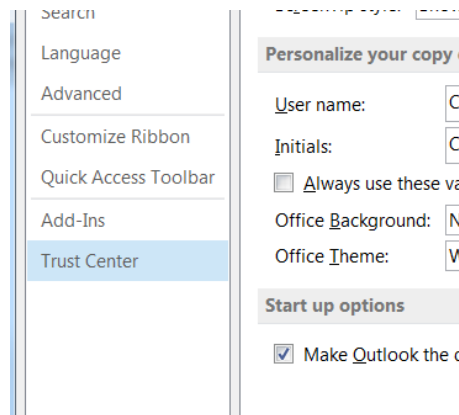


- 2) Select "Options"

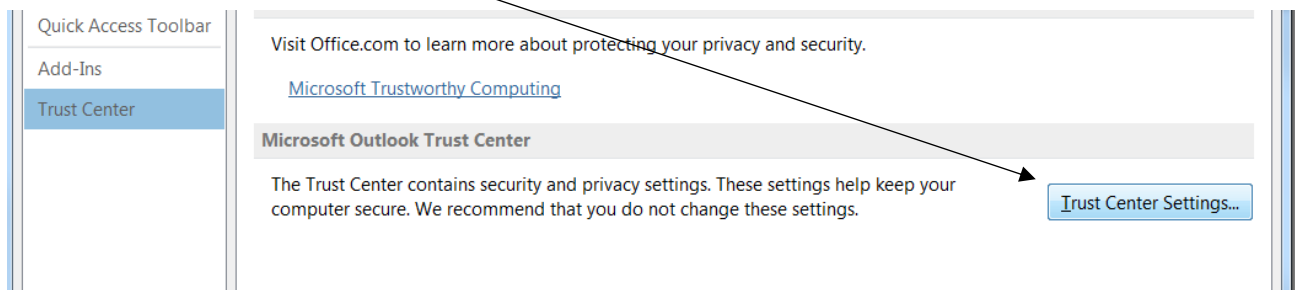




3) Select "Trust Center"



4) Select "Trust Center Settings"



5) Clear (un-check) "Don't download pictures automatically in HTML e-mail messages of RSS items" and then "OK" located at the bottom of the screen

