## Microsoft Office365 Clutter.

A recent change to Office 365 email has meant that some email may be saved into the Clutter folder.

Microsoft explain the feature in the following Image.



Should you wish to disable the Clutter feature then please follow the instructions below.

1. Click on the cog at the top of the Office365 email screen.



2. Type clutter into the search box.



3. Click the Clutter search result.

4. Uncheck the box labelled "Separate items identified as clutter".

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eneral Iail Automatic processing	Clutter	clutter			
Automatic replies Clutter	Clutter is still trying to learn how you use email. You can help it to learn by moving emails that are unimportant to you to the Clutter folder.	Clutter Choose whether to separate items identifie			
Indox and sweep rules Junk email reporting Mark as read Maskage options. Read receipts Reply settings Retention policies Attachment options Layout S/MIME Calendar People	When email is received:         Image: Separate items identified as clutter         Image: Send me notifications about messages that are separated as clutter         Learn more about Clutter         Have a few extra seconds? We'd love to know what you think about Clutter.				

5. Click Save.

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6. Finally, click the arrow to return to your email.

You may need to manually move emails from the clutter folder to your inbox.