

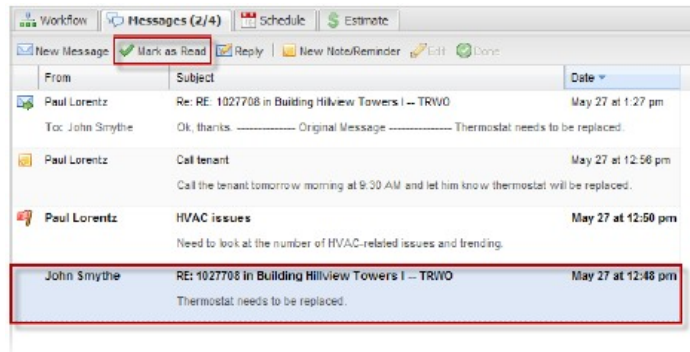




# Marking Messages as Read or Unread

## Marking Messages as Read:

To mark a message as read, select the message and then click **Mark as Read**. Messages that are marked as read will no longer appear in the Messages list.



## Marking Messages as Unread:

To mark a message as unread, select the message and then click **Mark as Unread**. Messages that are marked as unread will appear in the Messages list.

