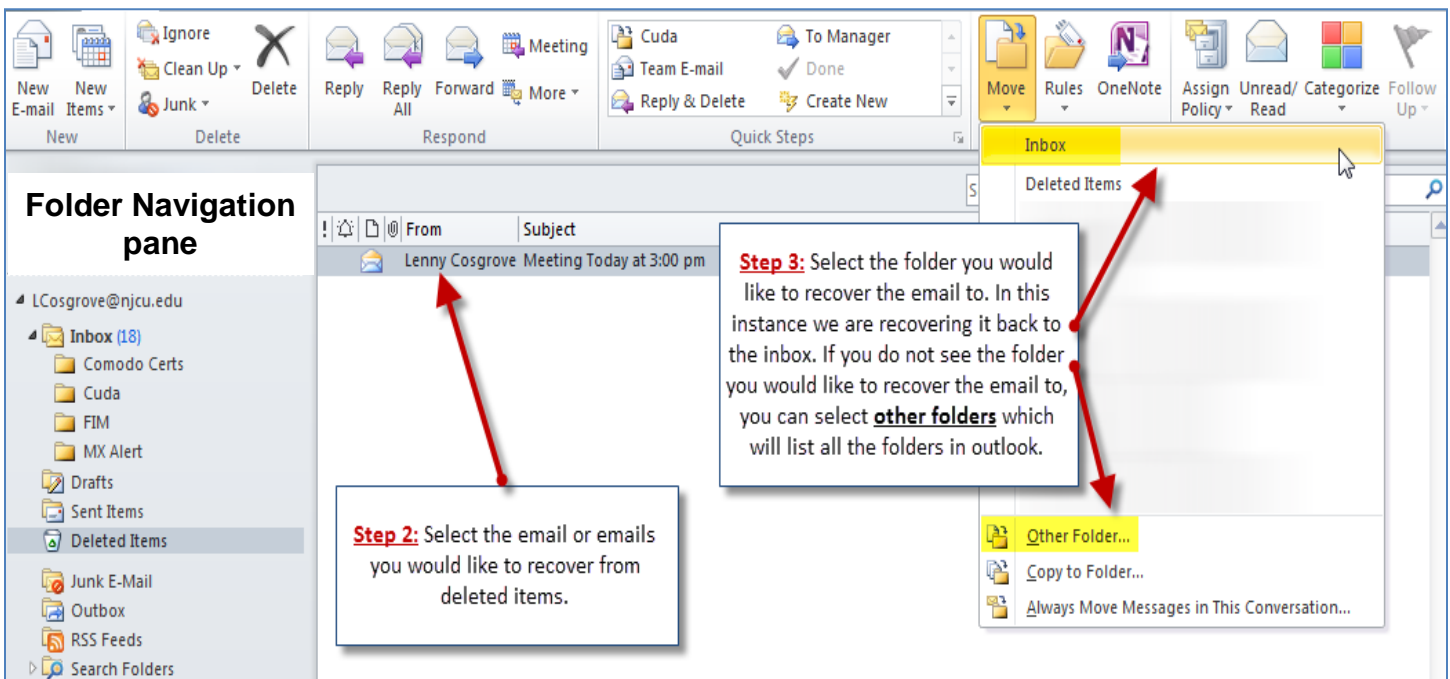
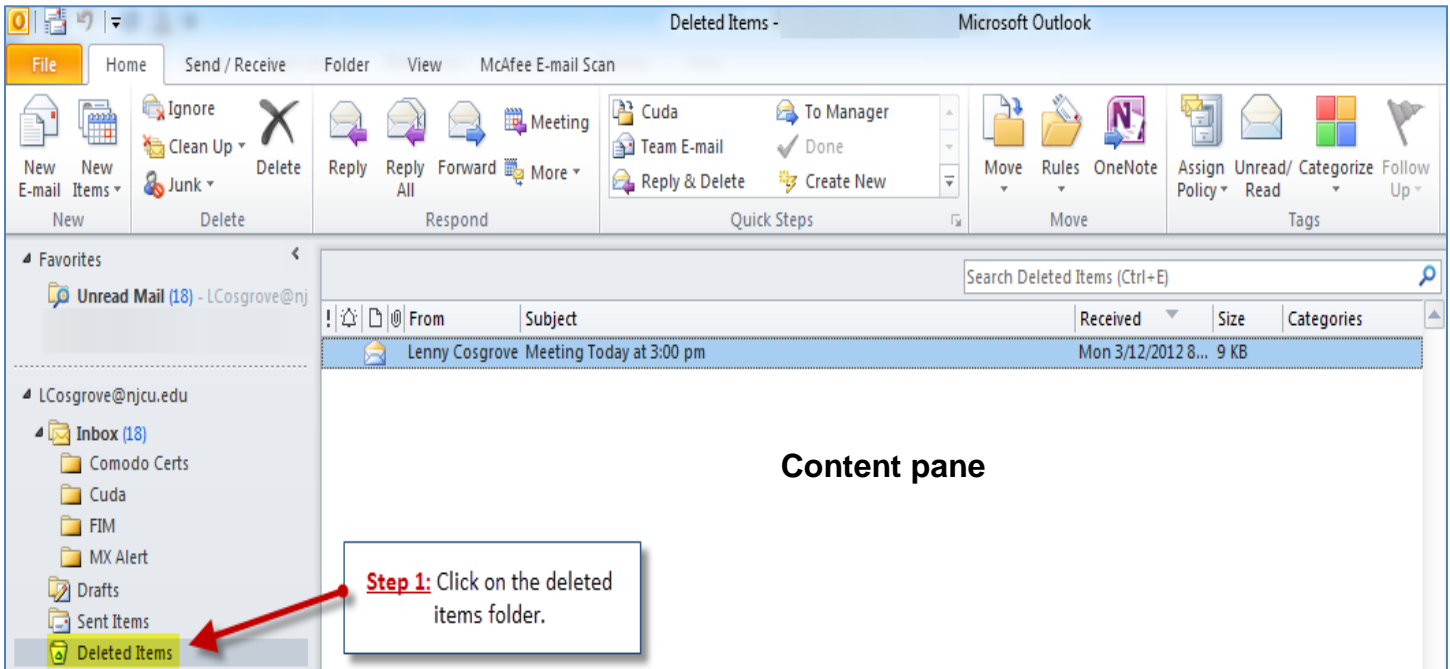
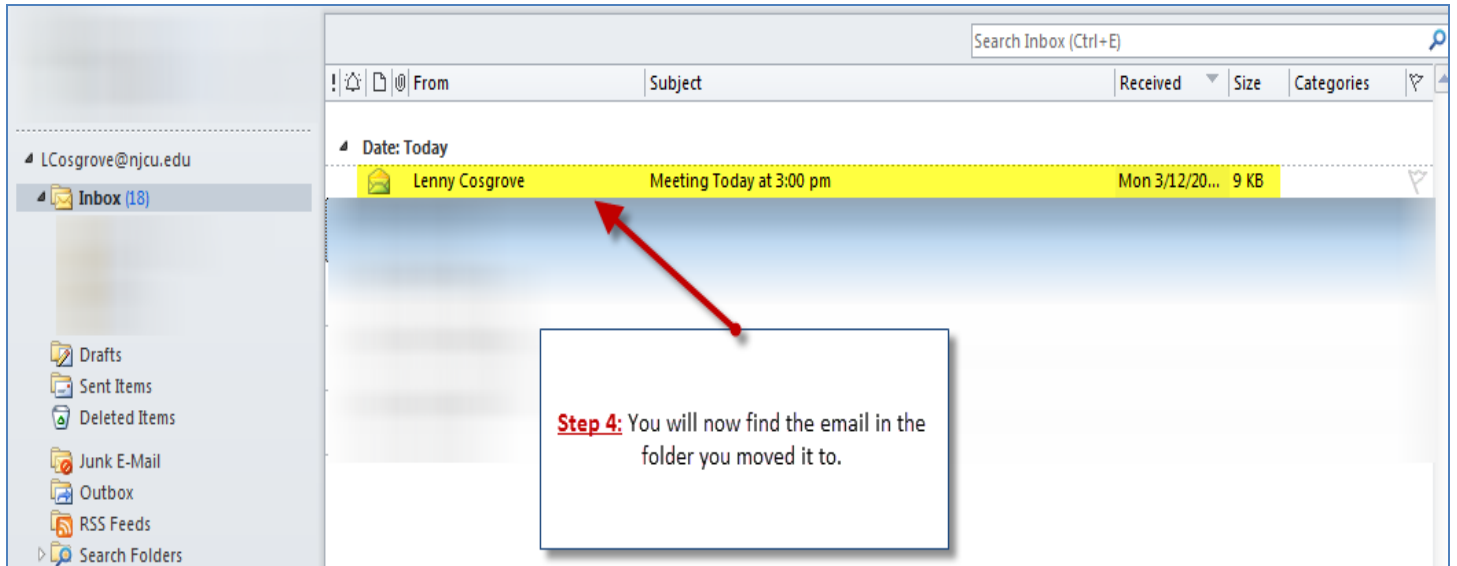


Recovering deleted items in Outlook 2010

When you delete an item in Outlook, the item is moved to the Deleted Items folder and not actually deleted until you manually purge that folder or have set Outlook to purge the folder automatically when closing the application. Until then, you have the opportunity to recover the deleted item(s). Follow these instructions to do so...



**Notes:**

- **To select more than one item for recovery Ctrl-Click each item before clicking the Move button.**
- **Using the Move button will allow you to create a new folder in addition to selecting one.**
- **You can also drag the item(s) to another folder! If the target folder is visible, simply select the item(s) in the Content pane and drag it/them to a folder in the Folder Navigation pane.**