



To Block Images On Emails

For Outlook (Desktop version): Click on the File tab on top – Options - Trust Center – Trust Center Settings – Make sure that “Don’t download pictures automatically” is checked for both standard HTML and encrypted or signed HTML messages

For Gmail: Click on Settings symbol on top – See all settings – Under the General tab – In Images row – Make sure “Ask before displaying external images” is checked off – Scroll to the bottom and click “Save Changes”