



# Western Regional Center

## National Oceanic & Atmospheric Administration

U.S. Department of Commerce



## OCIO Systems Support Seattle IT Updates - October 2009

### Windows 7

Microsoft recently released a new Operating System (OS) called Windows 7, the successor to Windows Vista. The CIO community is taking a systematic approach to plan, analyze, and thoroughly test the new OS in an effort to mitigate any risks to security, system capabilities, software/hardware compatibility, and interfaces across systems. After the analysis and with CIO Council consensus on an implementation plan, Windows 7 will be deployed across NOAA.

### McAfee Antivirus software for telework

NOAA employees that work out of a home office or telework can install the McAfee Antivirus software on their home computers. This software is licensed for home use while the employee is working on projects supporting NOAA work. If the user retires, or transfers outside NOAA, the software must be removed. The location to download the software is <https://www.csp.noaa.gov/noaa/antivirus/>

If you have any questions or concerns, please call the Computer Helpdesk at 6377.

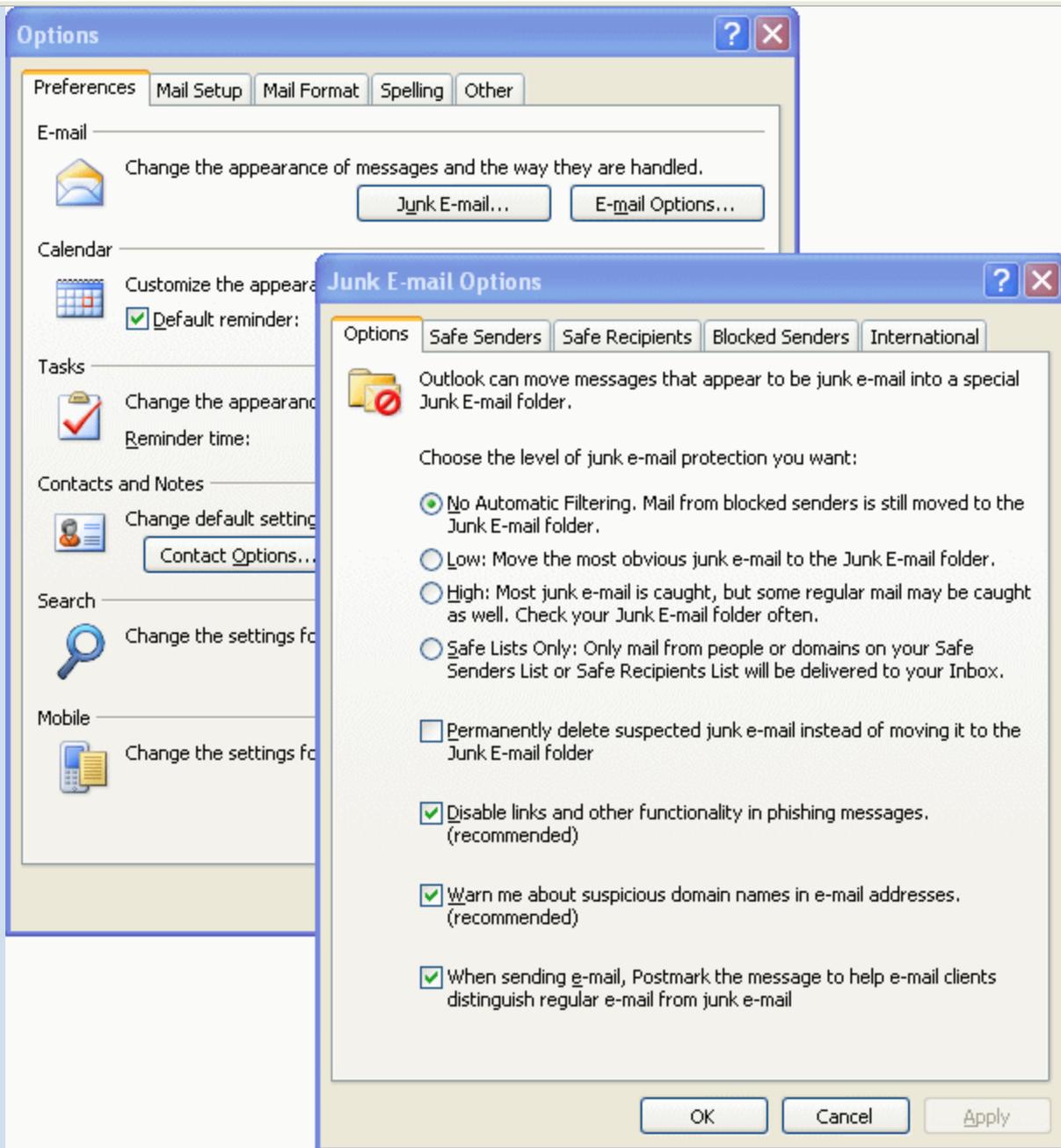
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### October Tech Tips

- **Turning off Junk E-mail filtering**

Outlook has a junk email filter to help manage email that it considers junk; however, it sometimes will put messages that you want to see into your Junk E-mail folder. You can periodically check your junk e-mail folder and move wanted e-mail messages to your Inbox or other folders, or you can turn the Junk E-mail filter off.

- To turn off the Junk E-mail filtering, go to **Tools -> Options**.
- In the Preferences tab, click on the "**Junk E-mail...**" button. This will open a dialog box where you can configure the level of protection you want Outlook to provide. To turn off all Junk E-mail filtering, select the top option **No Automatic Filtering**.



- If you remember to periodically check your Junk E-mail folder and want some automatic filtering applied, you can select one of the other settings. If you decide on the last option, Safe Lists Only, you will have to create a list or domain (noaa.gov) of senders that you always want allowed into your inbox. Any sender or message from a domain not on the list will be sent to the Junk E-mail folder.

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