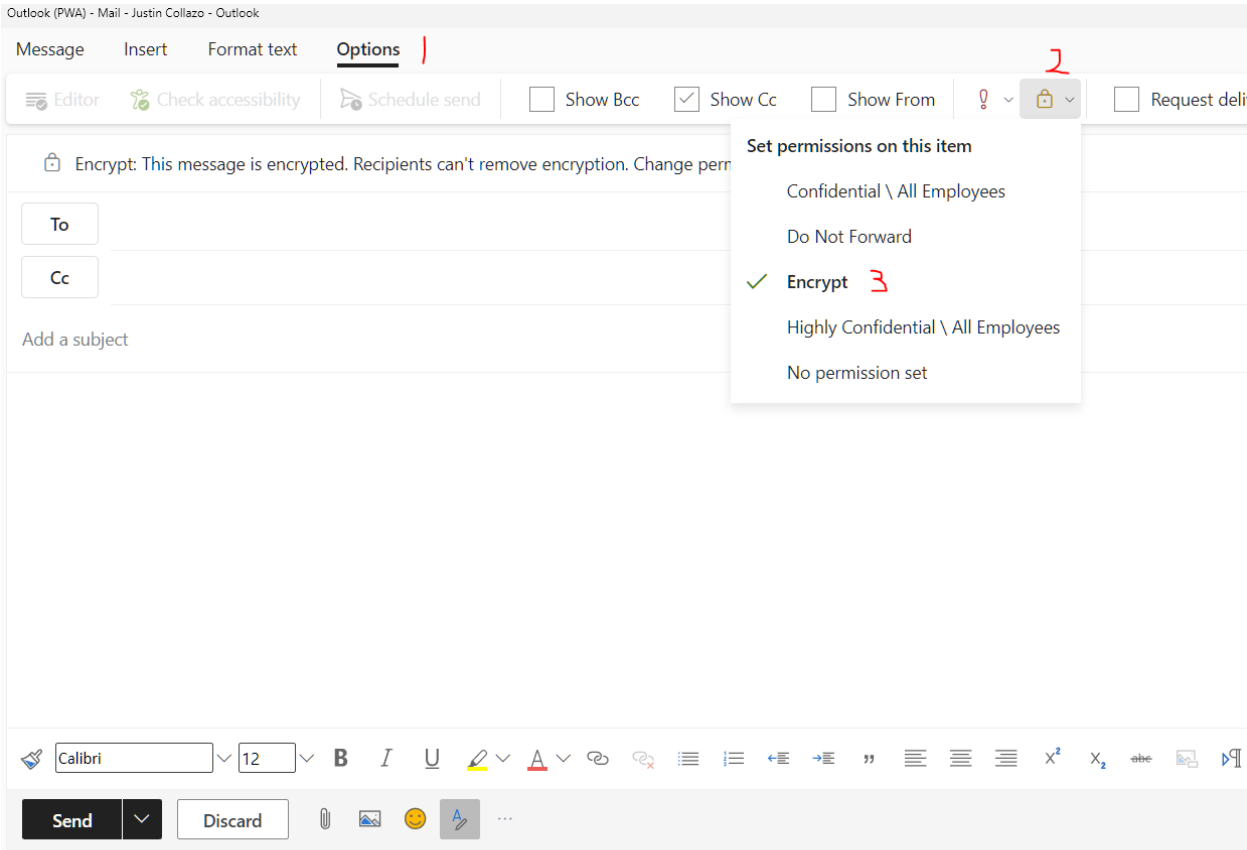


# Encrypted Email

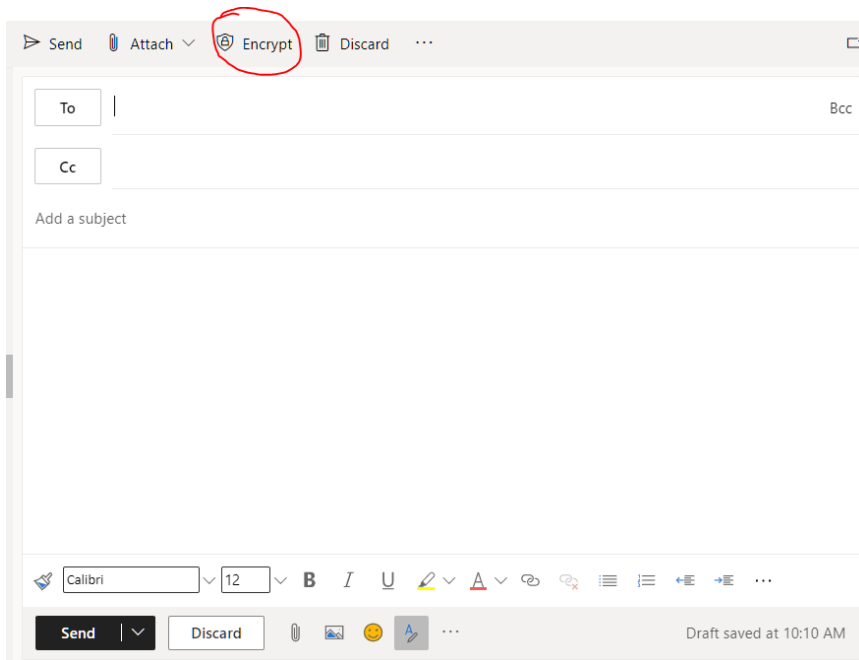
Outlook PWA version should have been installed when you moved to Office 365. It is very important to send either Outlook PWA or outlook.com. If you do not have an Office 365 account from Jefferson County please use a personal account created on [outlook.com](https://outlook.com).

Normal email is insecure and this form has everything needed for Identity Theft, so it is very important that you encrypt it.

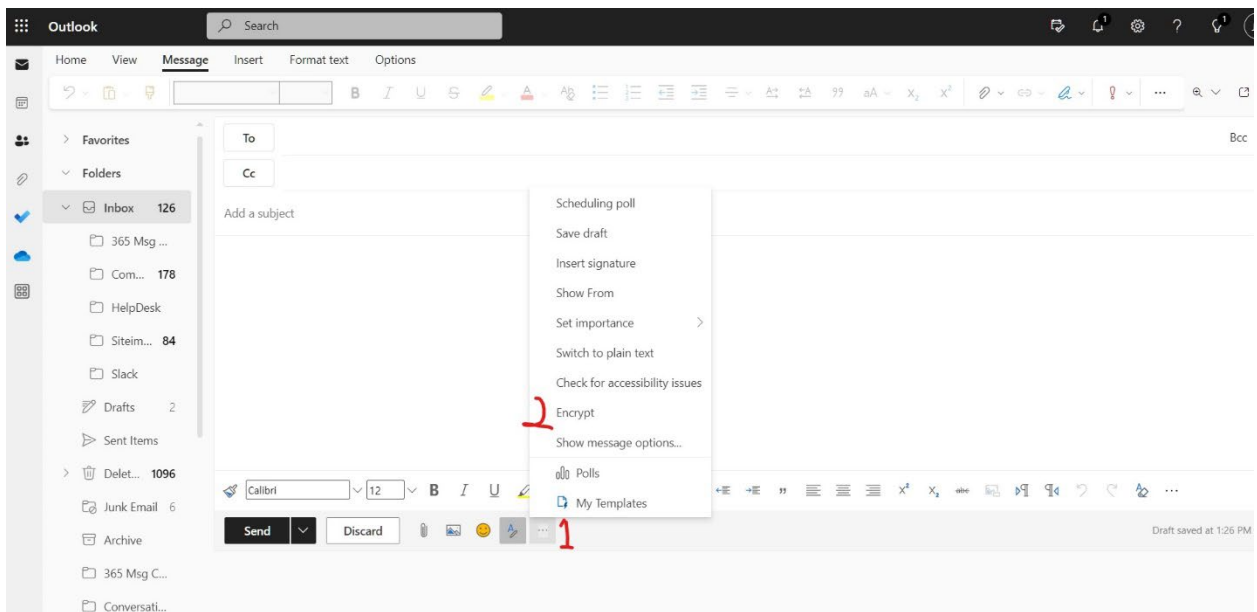
The Encrypt button may be in a couple spots.



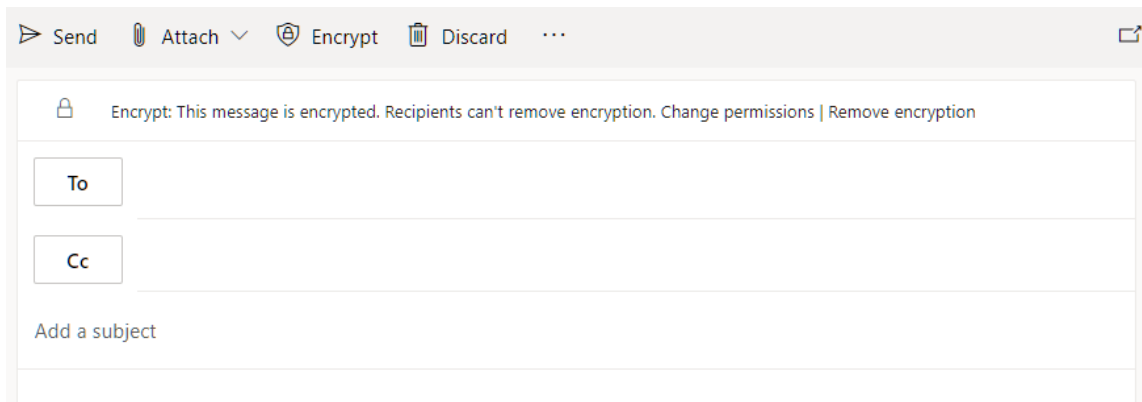
OR



OR



Once you click the Encrypt button it should add some text.



The screenshot shows an email composition interface. At the top, there is a toolbar with buttons for 'Send', 'Attach', 'Encrypt', and 'Discard'. The 'Encrypt' button is highlighted. Below the toolbar, the email body is shown with a new header line: 'Encrypt: This message is encrypted. Recipients can't remove encryption. Change permissions | Remove encryption'. Below this header, there are input fields for 'To', 'Cc', and 'Add a subject'.

Send Attach ▾ Encrypt Discard ⋮

Encrypt: This message is encrypted. Recipients can't remove encryption. Change permissions | Remove encryption

To

Cc

Add a subject