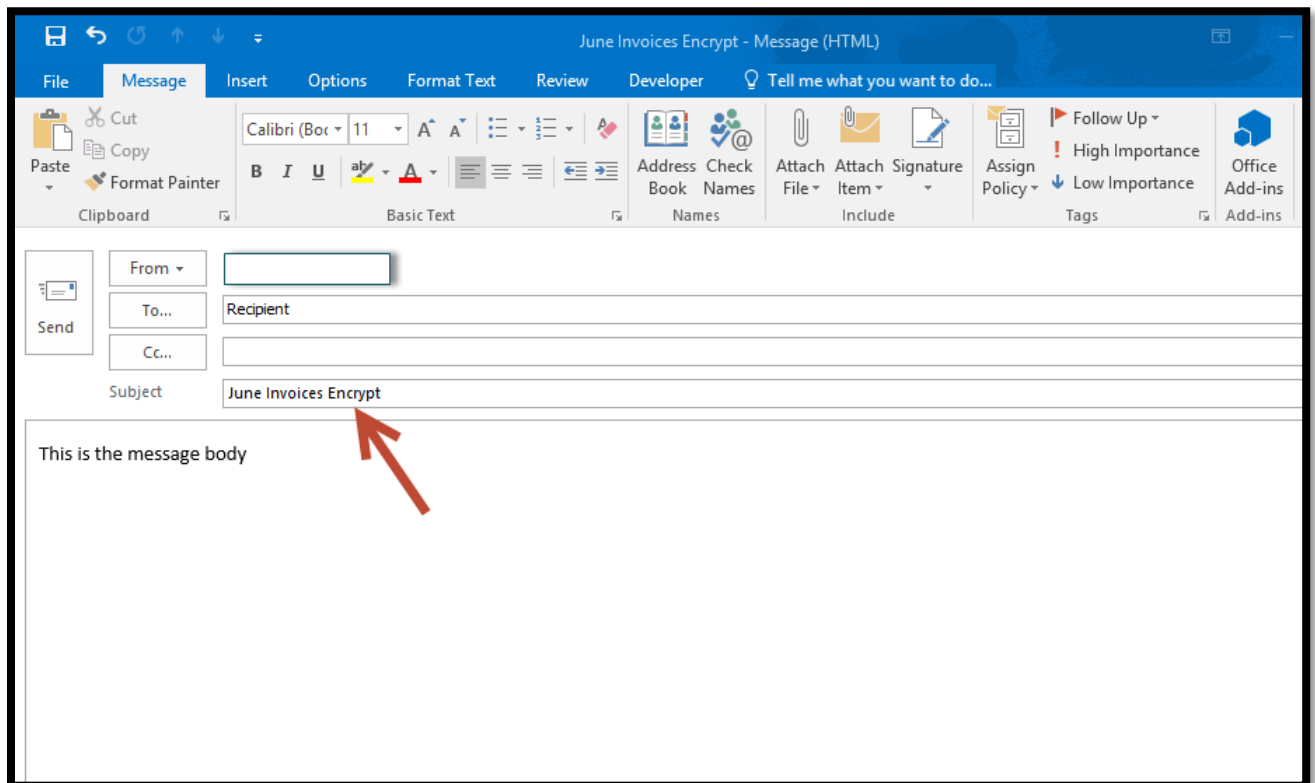


How to use the encryption service at Office 365

1. Start a new email message.
2. Add the word encrypt into your subject line or the phrase “marked for secure delivery” without the quotes



3. This will send the user an encrypted message.