



Gmail Tip #52: Can I "Delete all" Spam?

Do you have a lot of Spam messages in your Spam view? I seem to get between 10 and 15 Spam messages per day. Some people like to keep their Spam view empty, so they constantly delete whatever is in there. But is there an easy way to "Delete All" Spam? Read on for the answer....

Simply put, there is currently no way to simply "Delete all Spam" if the number of Spam messages exceeds one screenful of messages. You can, however, delete them one screen at a time. You first need to click on the "All" link under the "Delete Forever" button while in the Spam view. Next, click the "Delete Forever" button. This deletes that screenful of Spam. If you have more than one screenful of Spam messages, repeat this for all screens of Spam. Note that if you have hundreds of Spam messages (which is not unusual) this could take a short while to delete them all.

But here's a tip: Just don't forget that Gmail automatically manages Spam for you by deleting any Spam that is over about 30 or so days old. Even though you may accumulate lots of Spam, letting Gmail auto-manage it for you can have its benefit. For example, if you inadvertently mark a message as Spam, you can always go into the Spam view and move it back to the Inbox—this which "unmarks" the message as Spam.

Though you may have the urge to just delete all Spam as you get it, why not let Gmail manage it?

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