

How to Recover Deleted Items

OWA gives you the ability to recover messages even after your deleted items folder has been emptied for a period of **two weeks** [from the time the message was deleted]. To do this:










1. Click **Options**
2. Click **Deleted Items** on the left side of the screen.
3. You can click on the message you want to recover and click on the **Recover to Deleted Items Folder** to restore the item.



Recover Deleted Items

You can recover items that were recently emptied from your Deleted Items folder. Reco
folder.

[Recover to Deleted Items Folder](#) | [Permanently Delete](#)

 Subject	Deleted On ▾
 New Topic Notification for forum "Buy & Sell" - B...	Wed 6/4/2008 10:48 AM
 New Topic Notification for forum "Buy & Sell" - P...	Wed 6/4/2008 10:48 AM
 Re: TSM changed without warning AGAIN!	Wed 6/4/2008 10:48 AM
 New Innovation in the Blackboard Outcomes Sy...	Wed 6/4/2008 10:48 AM
 Re: Fall 2008 (200910) Course Creation - Comp...	Wed 6/4/2008 10:48 AM
 PayPal Email ID PP92811	Wed 6/4/2008 10:48 AM
 Snapshot Processing Complete	Wed 6/4/2008 10:48 AM
 PayPal Email ID PP92811	Wed 6/4/2008 10:48 AM