Installing PhishMe Reporter on Windows from Software Center

1. Close Outlook before proceeding.

   *The installation will succeed if you do not close Outlook, but PhishMe Reporter will not be visible or usable until you restart Outlook.*

2. Open Software Center by selecting Start > All Programs (or All Apps) > Microsoft System Center > Configuration Manager > Software Center.

3. Once you select Software Center the following window will appear:

4. Select the PhishMe Reporter icon to install the software. This screen will appear:
5. Select the Install button and then select all of the default prompts (e.g. Next).

6. Once complete, your Install button will change to an Uninstall button.
7. You should see the PhishMe Reporter icon once you restart Outlook following the installation.

8. When you suspect a message might be phishing attempt, select the email (click once on it), and then click the PhishMe Icon or right-click on the message and select “Report Phishing.”