Clean Up Forwarded Email

If an email you've received is worth sending to friends or family, please clean it up before forwarding. Better yet, copy only the message portion and paste that message into a new email form then send it along.

eCLEANER.EXE

Download the ecleaner to your C:/Program files folder. Click here: PCWorld.com - ECleaner
Or you can download this one. I've never tried it. Click here: eClean 2000 - The easy way to clean up email!
 (When you get one of those messages that's been forwarded many times and has many >>>>>, use the Clearner to remove the >>>>> so you can send along a clean email.
Rightclick on the Cleaner.exe file and create a shortcut. Place the shortcut on your desktop, then drag it to the taskbar for easy access.

USEeCLEANER:

1. Highlight the entire message portion of the email to be cleaned. Press CTRL + C to copy.
2. Click on the smiley face on your task bar to open Cleaner.exe.
3. Press CTRL + V to paste the message here in Cleaner.
4. Press the Smiley face on the Menu bar of Cleaner. The >>> will be removed and the message highlighted. Press CTRL + C. Press X to close.
5. Click WRITE on AOL to bring up a new message.
6. Place the mouse cursor in the Message box and click CTRL + V. The cleaned message will be pasted in the box. Address and SEND, Print or SAVE.

■■

eCLEANER.EXE with IE 5 using Outlook Express

1. Open up Outlook Express.
2. Select the message you want to Forward and click on "FORWARD".
3.Then a window will appear with the message and the ">" in it.
4. Right click on a blank area in the e-mail and select "SELECT ALL".
5. Then right click again and select "COPY".
6. Start CLEANER,(I keep mine in my START menu).
7. Click on "FILE | OPTIONS" to select your options.(All I have selected is " Assume First Line Is Title").
8. Click on"EDIT" and select "PASTE". The e-mail should be in the window with the ">" in it.
9. Click on the "HAPPY FACE" and it cleans up the e-mail.
10. With the message highlighted, click on "EDIT | COPY".
11. Exit or minimize eCleaner.
12. Then from the Forward Window, select "EDIT | PASTE".

Revised 1/2/2010 JMM

Another way to clean up email:

REMOVE Forwarding symbols using word processor

1. Highlight the message that contains the >>>> symbols,
2. Click CTRL+ C to copy the message to the invisible clipboard of your computer.
3. Bring up your word processor, place your cursor on the clean document page, click CTRL+ V to paste it there.

4. Click EDIT on your control bar select REPLACE. A box will come up, click the REPLACE TAB, type a >
or whatever else you want to get rid of on the line.
5. Click REPLACE ALL.

Note: a program to download that will do this is eCleaner.exe

Revised 1/2/2010 JMM