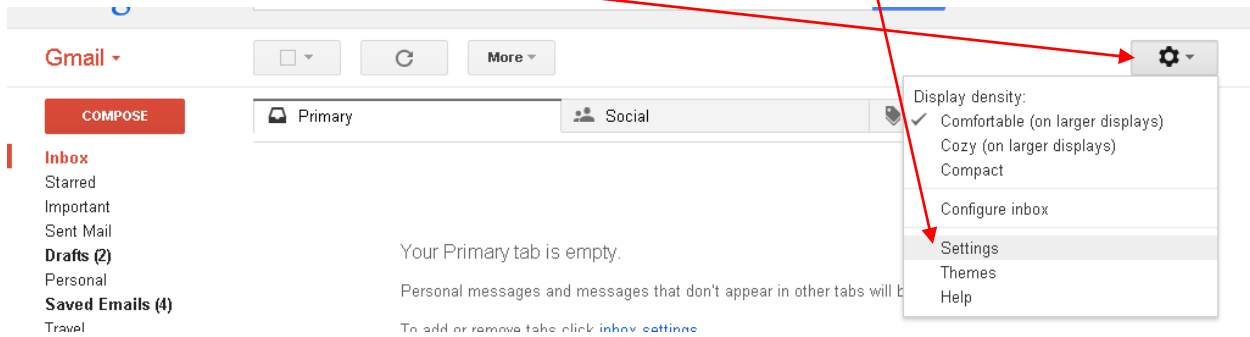
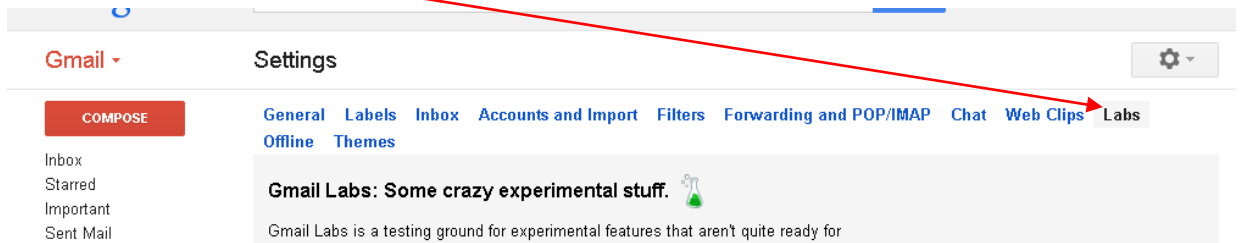


The Undo Send Feature

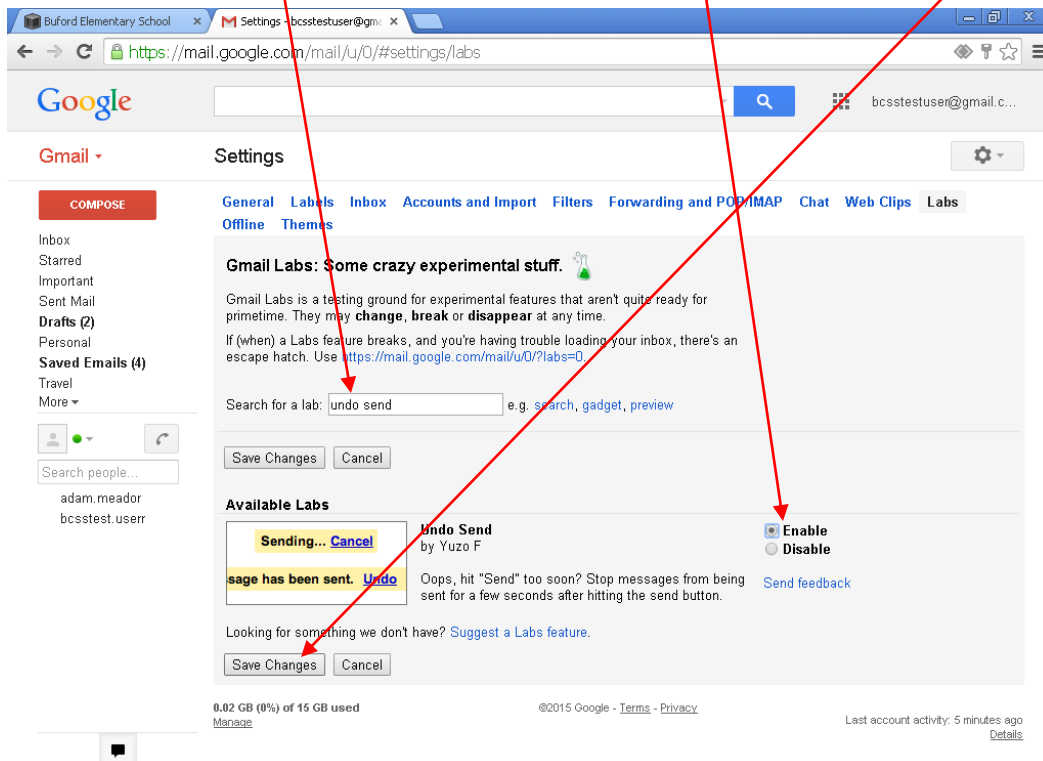
1. Click on the Settings Gear Icon and go down and click on "Settings".



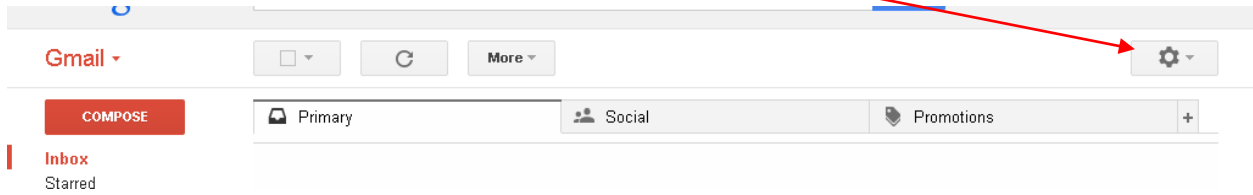
2. Click on the "Labs" tabs.



3. Search for "Undo Send". When you find it, click enable and save changes.



4. When it takes you back to Gmail, click on the Settings Gear Icon again.



5. Under the General tab, scroll down to the Undo Send settings and dial in your cancellation period. You can have a full thirty second delay in place to undo sends. Don't forget to save changes. Done!

