

How do I get more space in my email inbox?

1. First, back up your email inbox [according to the instructions](#).
2. Clean up your email inbox. Don't focus on individual messages, but [follow the instructions for efficient, time-saving cleanup](#).
3. If your issue persists despite the above information, contact Helpdesk using the information below.

Did You Encounter a Problem?

1. Restart your computer and the device where the issue is occurring. Try the function again.
2. If the function you are attempting is happening in a web browser, try the function again in an incognito or private window and in a different browser.
3. Try searching for a solution on the site of the IT Services by using the following search methods:
 - a. navigation menu of the site (on the left)
 - b. search machine of the wiki (right upper corner)
 - c. a general search engine, for instance [Google Search](#)
 - d. [alphabetical index](#)
 - e. [FAQ](#)

If the problem is not resolved, please contact the helpdesk according to [best practices](#). Always include [a full screen screenshot](#) of the issue in your service request.

Contact method	Contact information
Form	https://hd.metropolia.fi
Email	helpdesk@metropolia.fi
Phone service	+358 9 7424 6777 (weekdays from 8 am to 4 pm)

[Miten saan lisää tilaa sähköpostilaatikkooni?](#)