## **Gmail Undo Send Feature Setup**

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## Gmail Undo Send Feature Setup

If this feature is activated you can create up to a 30 second delay before an email is sent to retract the email.

This option is found under settings on your email account page. Which can be accessed by clicking the **gear icon** as shown below.

Next click **Settings**.



On the next screen scroll down to the option labeled as "Undo Send:"



Click the **check box**. Now you can alter the time delay by clicking the **number** next to seconds.

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