1   Mail List Dialog Bar

Mbox Viewer maintains 3 internal mail lists:

- **All Mails** list is populated from the selected archive file under Mail Tree.
- **Found Mails** list is populated by the search results. User can run Find Advanced dialog or set the Find All option in the Find dialog.
- **User Selected Mails** list is populated by a user from the mails in the **All Mails** and/or **Found Mails** lists. Mails on **All Mails** and **Found Mails** lists are marked by the red vertical bar in the first column if they are also on **User Selected Mails** list.

Each internal mail list has associated button in the dialog bar located next to the tool bar. When a particular mail list is selected and shown in the Mail Summary Window, associated button is highlighted.

Access to the **User Selected Mails** list is enabled upon startup and allows users to perform simple list auditing. It can be disabled and the associated Button gray out by the user if desired by selecting View-->User Selected Mail List to enable/disable.

When **User Selected Mails** list is enabled, additional mail menu options are enabled such as Copy Selected Mails to User Selected Mails.

Content of the **User Selected Mails** list is controlled by the user. User can run the search multiple times and merge results into the **User Selected Mails** list. Search results can be pruned before merging.

User has also an option to select one or more mails from **All Mails** list and copy to the **User Selected Mails** list.

Merging/copying process will not create duplicate mails in the **User Selected Mails** list.

User can select one or more mails and remove from **Found Mails** or **User Selected Mails** list. Mails can't be removed from the **All Mails** list.

All Mails list content persists until new mail archive is selected.

Found Mails list content persists until new search or when new mail archive is selected.

User Selected Mails list content persists until cleared by the user or when new mail archive is selected.

NOTE that mails in the **All Mails** and **Found Mails** lists will be marked with the vertical bar in the first column to indicate that the same mail is present in the **User Selected Mails** list.

2   Archiving mails in "Found Mails" and "User Selected Mails" lists

Found Mails list and **User Selected Mails** list content can be saved to mbox archive files.

Archive file names created from the **Found Mails** list will be created by appending _FIND suffix to the base name of the main archive file name. The _USER suffix will be appended when creating archive file from the **User Selected Mails** list.

For example, if the root mbox archive file from Gmail is called "All mail Including Spam and Trash.11.09.2018.mbox", then the created archive file will be named "All mail Including Spam and Trash.11.09.2018_USER.mbox". or "All mail Including Spam and Trash.11.09.2018_FIND.mbox".

In order to create archive mail files from mails in **Found Mails** or **User Selected Mails** lists:

1.   Click on the **Found Mails** or **User Selected Mails** button to activate selected list.

2.   Right click on any mail to and select "Save as Mbox Mail Archive file" option to save mails in the selected list.

3.   When file save is completed, dialog is presented to Open the created archive mail file or to open the folder with the archive file.

4.   Select "Open File" to open the created archive file in the mbox viewer.

5.   Select "Open File Location" to open the folder with the created archive file. You need to manually move/copy this file to one of the existing folders with mbox files or to a new folder.

3   Creating mail list index file from Mails in "User Selected Mails" list

Users can save mails in **User Select Mails** list to .mboxlist index file, for example "All mail Including Spam and Trash.11.09.2018_USER.mbox.mboxlist".

The .mboxlist files contain indexes to mails in **All Mails** list and are therefore much smaller than the mail archive files. The .mboxlist file can be reloaded to **User Selected Mails** list at any time and then the archive file can be created if desired.

In order to create mail index file from mails in **User Selected Mails** list:

1.   Click on the **User Selected Mails** button to activate list.

2.   Right click on any mail and select "Save All as Mail List file" option to create index list file from all mails in **User Selected Mails** list.

3.   Mail index file will be created as *_USER.mbox.mboxlist