## Export/Sharing of Mails

The Mail export (or Mail Sharing) feature enables users to share one or more of the selected mails in HTML and PDF format with other people. The MBox Viewer will create the following files under ExportCache folder when exporting one or more selected mails. Only files related to selected mails are exported.

- 1. The "Export selected single mail to a file" option. When single mail is exported the following files are created:
  - a. Single SelectedMailName.htm file under ExportCache folder, where SelectedMailName is a unique name constructed for the selected mail. User can define custom template for file name via "File->Print Config->Custom Template->Compose Custom Template" dialog.
  - b. "Attachments" folder for all inline and non inline attachments.
- 2. The "Export selected multiple mails to separate files" option. When multiple mails are exported to separate files the following files and folders are created:
  - a. The index.html file that shows all mails as the table with the following columns: attachment indicator, Date, Subject, From and To.
  - b. "Mails" folder for all exported mails in Html format. MBox Viewer creates a separate file for each exported mail as SelectedMailName.htm file, where SelectedMailName is a unique name constructed for the selected mail. User can define custom template for file name via "File->Print Config->Custom Template->Compose Custom Template" dialog.
  - c. "Attachments" folder for all inline non inline attachments
- 3. The "Export selected multiple mails to a single file" option. If multiple mails are exported to single file the following files are created:
  - a. SelectedMailName.htm file under ExportCache folder, where SelectedMailName is a unique name constructed for the selected mails being concatenated.
  - b. "Attachments" folder for all inline and non inline attachments

In all cases, the exportMails2Pdf.cmd file will also be created in the AttachmentCache folder to create PDF file from mails when needed by a user. By default MBox Viewer doesn't export mails in PDF format since links to attachments are created as absolute links and work only on local computer. Instead, MBox Viewer creates command script to enable users to create PDF files locally. Edge or Chrome browser must be installed on the user computer.

MBox Viewer allows single export per mbox mail file at a time. If exported files exist already, user is asked to copy ExportCache folder to another location, or to agree to override the existing export folder, that is to delete existing files and create new files.

User can configure how to open linked documents via "Export Selected Mails-> Config" option, i.e. links to attachments or links to mails in the index.html file. The same configuration options are available via "Print Config->HTML/PDF Mail Header Configuration->How to open attachment link"

options. The options are persistent.