

# **Gmail Reply Bot**

*Dheeraj Nair  
B. Tech CSE*

## Introduction

This Google Apps Script automates email replies while allowing manual approval before sending responses.

In today's fast-paced digital world, email communication plays a crucial role in professional and personal interactions. However, managing an overwhelming number of emails can be time-consuming, especially when responding to repetitive inquiries. This challenge led to the idea of developing an **automated email response system**—but with an added layer of manual approval to ensure accuracy and control over the replies sent.

## Inspiration Behind the Idea

The inspiration for this project came from real-world scenarios where automated replies could be beneficial but required human oversight. Many existing email auto-responders reply instantly to incoming messages, but they lack the ability to **filter emails based on specific criteria** or allow the sender to **approve responses before they are dispatched**. This often results in irrelevant or premature replies, which can be unprofessional or even misleading.

The idea for the **Gmail Auto-Reply Script with Approval** was born out of the need to balance **automation and human intervention**—allowing efficiency without completely sacrificing control. Whether handling customer support emails, business inquiries, or general follow-ups, having an approval mechanism ensures that only relevant and accurate responses are sent.

## Problem-Solving Approach

The goal was to create a system that:

1. **Automatically identifies emails** based on predefined criteria (e.g., unread emails, specific senders, keywords, or date filters)
2. **Labels emails for review**, ensuring that no auto-replies are sent without prior approval.
3. **Allows the user to manually approve** selected emails before sending automated responses.
4. **Prevents duplicate replies** by ensuring that once an email is replied to, it is marked accordingly.
5. **Supports scheduling** by enabling an automatic check for new emails every 30 minutes.



# Features

- Finds emails matching specified criteria.
  - Marks them for manual approval before sending replies.
  - Prevents duplicate replies.
  - Supports automatic labeling of replied emails.
  - Optional auto-run every 30 minutes to check for new emails.
-

# How to Use

1. Open Google Apps Script (<https://script.google.com/>).
2. Create a new project.
3. Copy and paste the script into the editor.
4. Customize the EMAIL\_CRITERIA and AUTO\_REPLY\_TEXT.
5. Save the script.

## Configuration

Users can edit the following settings in the script:

EMAIL\_CRITERIA, AUTO\_REPLY\_TEXT, MARK\_AS\_READ, APPLY\_LABEL, DEBUG\_MODE.

## Troubleshooting

- Run ``listAllLabels()`` to see all Gmail labels.
- If replies aren't sent, ensure emails are correctly labeled as Pending-Auto-Reply.
- Check Gmail search filters to ensure correct matches.

