

Email Automation in UiPath

GMAIL Activities

Installing email package

- Before you can start working with email automation in UiPath, you need to install the email package. This package provides a range of activities and features for working with different email protocols and providers.

Connecting to Gmail accounts

- UiPath provides built-in activities for connecting to Gmail accounts using the IMAP and SMTP protocols. You'll need to provide your Gmail credentials, such as your email address and password, to authenticate and connect to your account.

Apply Gmail Labels

- This activity allows you to apply one or more labels to a specific email or a group of emails. To use this activity, you need to provide the email ID or the search criteria to select the emails, and the label(s) you want to apply. You can also specify whether to apply the label to the entire thread or just the selected message.

Archive Email

- This activity allows you to archive a specific email or a group of emails. To use this activity, you need to provide the email ID or the search criteria to select the emails. Archiving an email removes it from the inbox but keeps it in the archive folder.

Delete Email

- This activity allows you to delete a specific email or a group of emails. To use this activity, you need to provide the email ID or the search criteria to select the emails. Deleting an email moves it to the trash folder.

Download Email

- This activity allows you to download a specific email or a group of emails as an .eml file. To use this activity, you need to provide the email ID or the search criteria to select the emails, and the download location.

Download Email Attachments

- This activity allows you to download the attachments from a specific email or a group of emails. To use this activity, you need to provide the email ID or the search criteria to select the emails, and the download location.

For Each Email

- This activity allows you to loop through a list of emails and perform actions on each email. To use this activity, you need to provide the search criteria to select the emails, and the actions you want to perform on each email.

Forward Email

- This activity allows you to forward a specific email or a group of emails to one or more recipients. To use this activity, you need to provide the email ID or the search criteria to select the emails, the recipient(s), and the subject and body of the forwarded email.

Get Email by ID

- This activity allows you to retrieve a specific email by its ID. To use this activity, you need to provide the email ID.

Get Email List

- This activity allows you to retrieve a list of emails based on search criteria. To use this activity, you need to provide the search criteria.

Get Newest Email

- This activity allows you to retrieve the newest email based on search criteria. To use this activity, you need to provide the search criteria.

Mark Email as Read or Unread

- This activity allows you to mark a specific email or a group of emails as read or unread. To use this activity, you need to provide the email ID or the search criteria to select the emails, and whether to mark them as read or unread.

Move Email

- This activity allows you to move a specific email or a group of emails to a different folder. To use this activity, you need to provide the email ID or the search criteria to select the emails, and the destination folder.

Remove Gmail Labels

- This activity allows you to remove one or more labels from a specific email or a group of emails. To use this activity, you need to provide the email ID or the search criteria to select the emails, and the label(s) you want to remove.

Reply to Email

- This activity allows you to reply to a specific email or a group of emails. To use this activity, you need to provide the email ID or the search criteria to select the emails, and the subject and body of the reply email.

Send Email

- This activity allows you to send a new email to one or more recipients. To use this activity, you need to provide the recipient(s), the subject and body of the email, and any attachments.

Turn Off Automatic Replies

- This activity allows you to turn off automatic replies for your Gmail account. To use this activity, you need to provide the account credentials.

Turn On Automatic Replies

- This activity allows you to turn on automatic replies for your Gmail account. To use this activity, you need to provide the account credentials, the start and end dates for the automatic replies, and the subject and body of the automatic reply email.

For each Email activity

- The For each Email activity is used to loop through a set of emails and perform a specific action on each one. For example, you might use this activity to mark all emails from a specific sender as read or to delete all emails that are older than a certain date.

How to retrieve the email date, sender, body

- UiPath provides built-in activities for retrieving various email properties, such as the date, sender, and body. You can use these activities to extract the information you need from each email and process it accordingly.

Save Mail

- The Save Mail activity is used to save a specific email to a file or folder on your computer. This can be useful for archiving or backing up important emails.

Download Attachment

- The Download Attachment activity is used to download a specific attachment from an email and save it to a file or folder on your computer. This can be useful for processing or working with attachments in other applications.

Forward, Delete or Move Email

- UiPath provides built-in activities for forwarding, deleting, and moving emails. These activities can be used to manage and organize your email inbox and keep it clutter-free.

Create List

- The Create List activity is used to create a new list in UiPath. Lists can be used to store and manipulate sets of data, such as email addresses, subject lines, or body text.

Append Item to List

- The Append Item to List activity is used to add a new item to an existing list in UiPath. This can be useful for building up a list of data as you process each email.

Convert list to string

- The Convert list to string activity is used to convert a list of data into a single string. This can be useful for working with the data in other applications or for sending it as part of an email.

Send Mail

- The Send Mail activity is used to send a new email from UiPath. You'll need to provide the email address of the recipient, as well as the subject and body of the email.

General email body

- When sending emails from UiPath, it's important to use a clear and concise email body. This should include information about the purpose of the email, as well as any data or attachments that you're including.

Send Compress zip file

- The Send Compress zip file activity is used to compress a set of files or folders into a single ZIP file and then send it as an email attachment. This can be useful for sending large or complex sets of data in a single email.

OUTLOOK and SMTP Activities

Delete Outlook Mail Message

- This activity allows you to delete a specific email message from an Outlook mailbox. To use this activity, you need to provide the email message ID or the search criteria to select the email message, and the Outlook mailbox to delete it from.

Get Outlook Mail Messages

- This activity allows you to retrieve email messages from an Outlook mailbox based on search criteria. To use this activity, you need to provide the search criteria, and the Outlook mailbox to retrieve the messages from.

Mark Outlook Mail As Read/Unread

- This activity allows you to mark a specific email message or a group of email messages as read or unread in an Outlook mailbox. To use this activity, you need to provide the email message ID or the search criteria to select the email messages, and the Outlook mailbox to mark them in.

Move Outlook Mail Message

- This activity allows you to move a specific email message or a group of email messages to a different folder in an Outlook mailbox. To use this activity, you need to provide the email message ID or the search criteria to select the email messages, and the destination folder in the Outlook mailbox.

Outlook Mail Message Trigger

- This activity allows you to trigger a workflow when a new email message arrives in an Outlook mailbox. To use this activity, you need to provide the search criteria to select the email messages, and the Outlook mailbox to monitor for new messages.

Reply To Outlook Mail Message

- This activity allows you to reply to a specific email message or a group of email messages in an Outlook mailbox. To use this activity, you need to provide the email message ID or the search criteria to select the email messages, and the Outlook mailbox to reply from.

Save Outlook Mail Message

- This activity allows you to save a specific email message or a group of email messages as a file from an Outlook mailbox. To use this activity, you need to provide the email message ID or the search criteria to select the email messages, and the destination folder to save the file.

Send Outlook Mail Message

- This activity allows you to send a new email message from an Outlook mailbox. To use this activity, you need to provide the recipient(s), the subject and body of the email, and any attachments. You can also specify the Outlook mailbox to send the email from.

Set Outlook Mail Categories

- This activity allows you to set categories for a specific email message or a group of email messages in an Outlook mailbox. To use this activity, you need to provide the email message ID or the search criteria to select the email messages, and the category(ies) to set. You can also specify the Outlook mailbox to set the categories in.

Send SMTP Mail Message

- This activity allows you to send a new email message using the Simple Mail Transfer Protocol (SMTP). To use this activity, you need to provide the recipient(s), the subject and body of the email, and any attachments. You also need to provide the SMTP server settings, such as the server address, port number, and authentication credentials.