Will use .docx to submit for the course, but also translate into markdown (.md) format to publish on GitHub.

* Statement and ReadMe badge that the program has been tested in Python 3.10 and 3.9
* Translate to markdown format
* Add screenshots once entry screen and PDF are finalized

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

Welcome to Outlook Analyzer!  
  
This document assumes that you have a basic understanding of (1) how to install and run a Python interpreter, (2) how to execute a Python program, and (3) use the command line to execute Outlook Analyzer.

If you are unfamiliar with **installing Python** and need to, please refer to this walkthrough [here](https://realpython.com/installing-python/#how-to-install-python-on-windows).

If you are unfamiliar with **loading a python program**, please refer to this walkthrough [here](https://www.pythonforbeginners.com/development/how-run-your-python-scripts). Follow Section 1 if running Outlook Analyzer in the command prompt, Section 2 if running with Anaconda, or Section 7 if running with a non-Anaconda based IDE.

If you are unfamiliar with **running command lines** in a command prompt, please refer to this walkthrough [here](https://learn.adafruit.com/using-python-on-windows-10/command-line-python).

# Installing Dependencies

If you are unfamiliar with running command line arguments, check out the link above for an intro to using command prompts.

To install dependent packages:

(1) Open command prompt

(2) Navigate to the directory of the Outlook Analyzer project

(3) Enter "pip install -r requirements.txt" into your command prompt

(4) Press Enter

## Running Outlook Analyzer

For guidance on loading the Outlook Analyzer program, see the walkthrough instructions at the beginning of this guide for support.

Once Outlook Analyzer has been executed via your command prompt or IDE, you will see the below prompt screen. This screen will help you determine which emails Outlook Analyzer should look at.

\*\*\*Insert Screenshot Example Prompt Screen\*\*\*

You can adjust your Outlook analysis in three ways:

1. Set a maximum number of emails to extract; value must be between 50 and 100,000 emails
2. Set how far in the past from which to extract emails (in months or days)
3. Set a the most recent point in time from which to extract emails (in months or days)

# Output

Outlook Analyzer will produce a PDF displaying some key metrics based on your inbox data.

\*\*\*Screenshot of PDF\*\*\*