Gmail to PDF Converter

Installation and Configuration
('Per User Installation' and 'Per Machine Installation')

With this guide, you would be able to quickly install and easily configure Gmail to PDF Converter in your system, and effortlessly generate PDF documents from emails and attachments from your Exchange Email accounts.

For **'Per User Installation'** *(ideal for standalone single user/workstation)*
GmailToPdfSetup.zip

For **'Per Machine Installation'** *(ideal for installing on Citrix and Terminal Servers)*
GmailToPdfSetup-Citrix.zip

Extract these file contents to a folder.

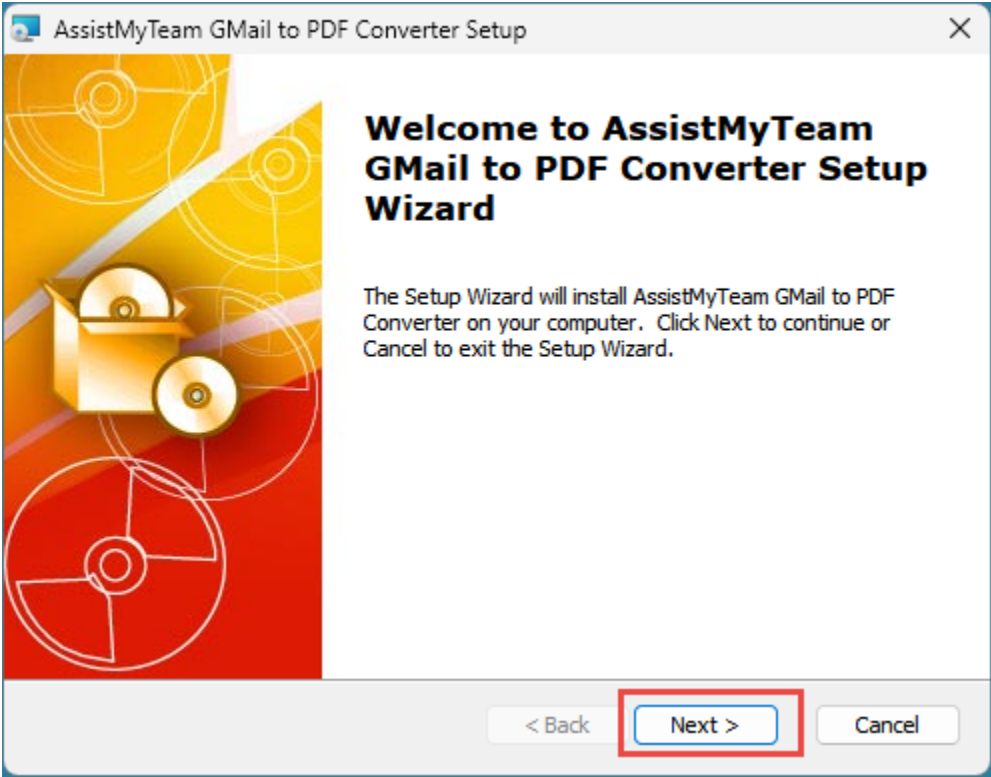**NOTE: 'Per User Installation' and 'Per Machine Installation'**
In 'Per User Installation', the add-in install is performed 100% on the local system and nothing is installed on your Exchange or Windows Server. Further, this install is intended to serve only the current logged on user of the system/workstation and will be installed under the user's application data folder (instead of Programs Files folder) and no elevated permission is required. So, there won't be a prompt from UAC to allow this install unless you change the install directory to say, Programs Files which will warrant an elevated permission/UAC prompt. If the same system is used by multiple users, each one need to install the app on their profile with the default installation folder location.

'Per Machine Installation': If you have the need to have a single install that serves all users of the system (i.e., the files will be installed under Program files folder), download the Citrix/Terminal Server version of the setups to perform a per machine installation.
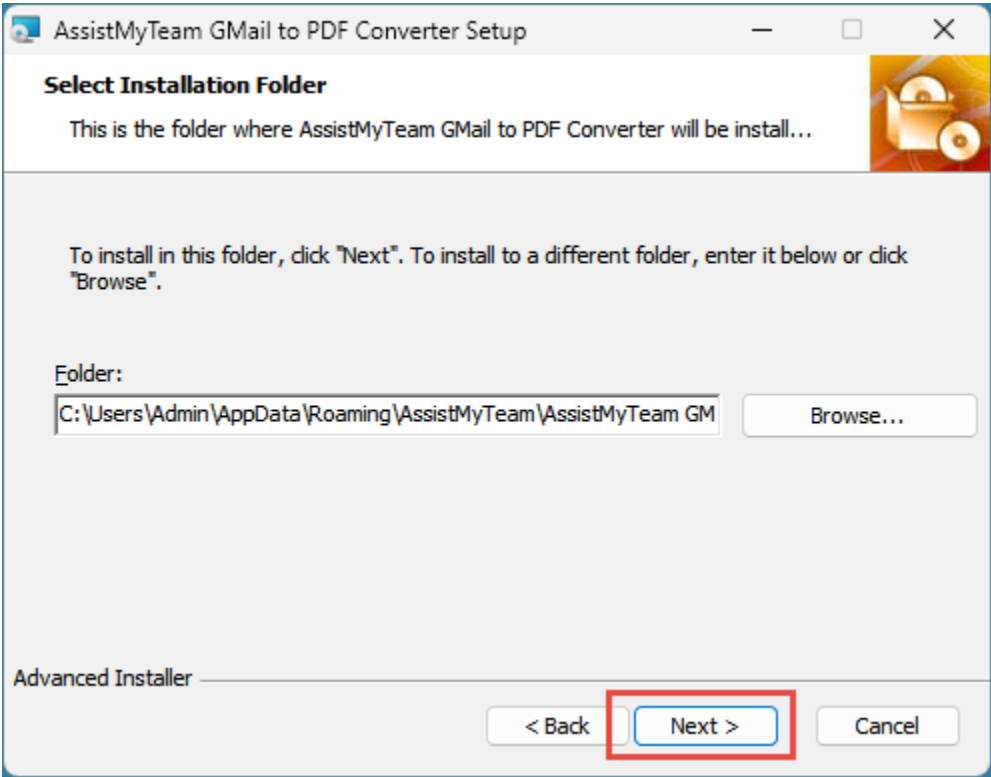
Requirements:
- *Microsoft .NET framework 4.7.2*
- *Windows 11, Windows 10, Windows 8.1, Windows 8, Windows 7, Windows Vista (both 32bit and 64bit are supported) and all server-based Windows 2012 and above.*
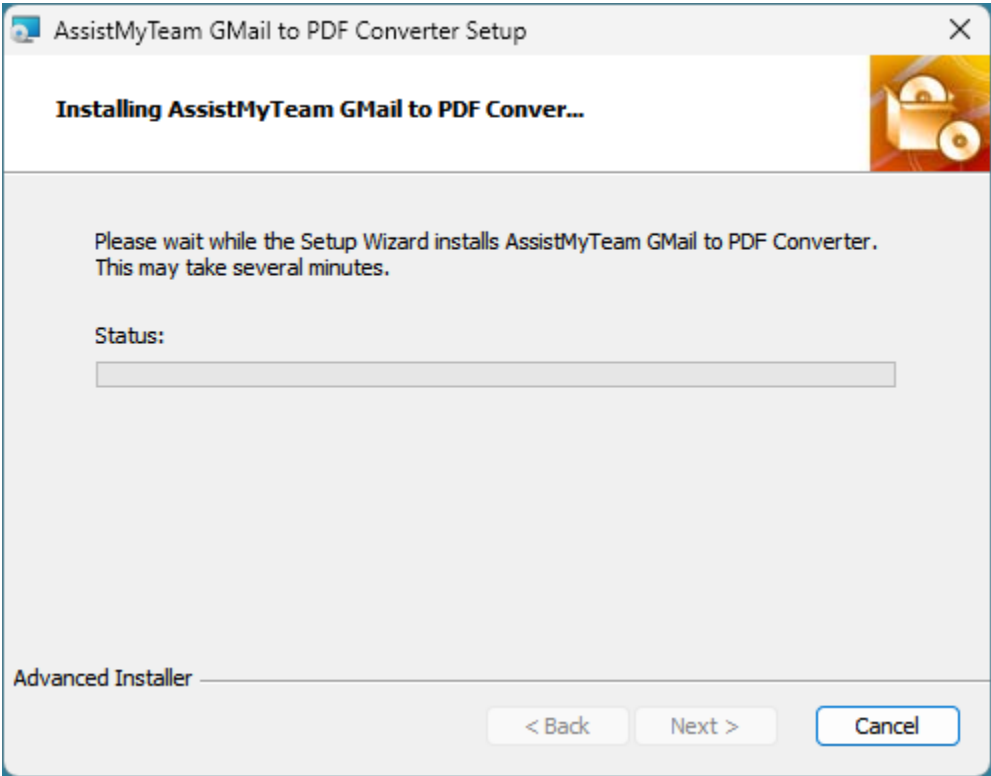
Step 1. Run the **GmailToPdfSetup.exe** to start the installation. Click '**Next**' to Continue.
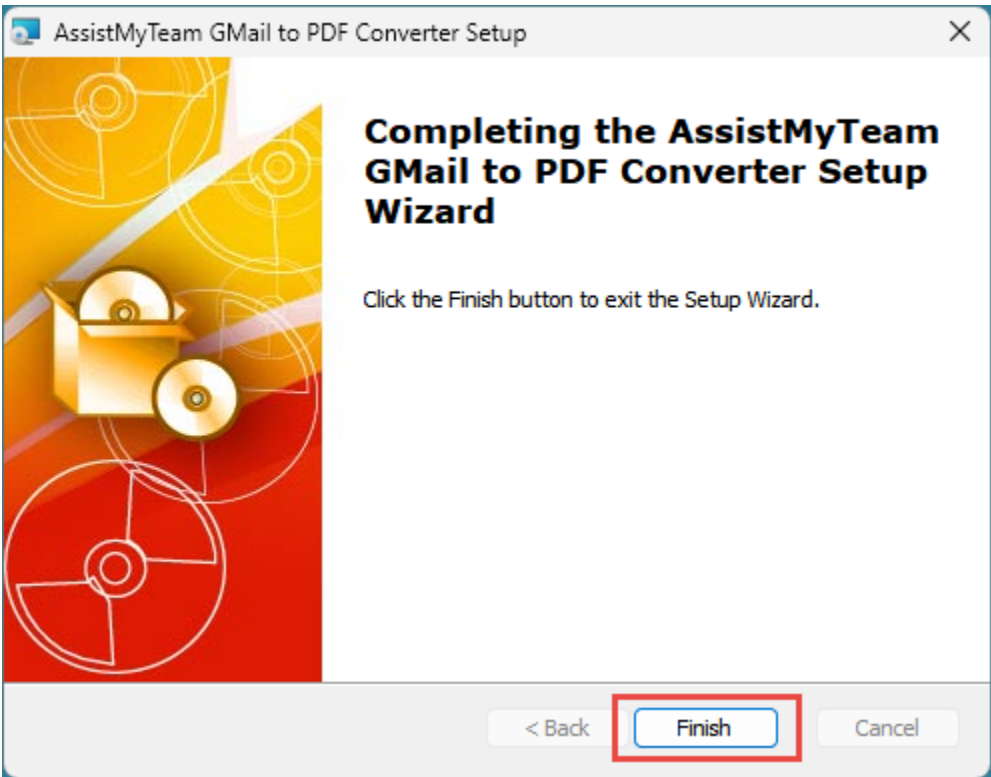

Step 2. Select the appropriate destination folder where the application files will be installed. If you change the default folder path, please make sure you have appropriate permission.
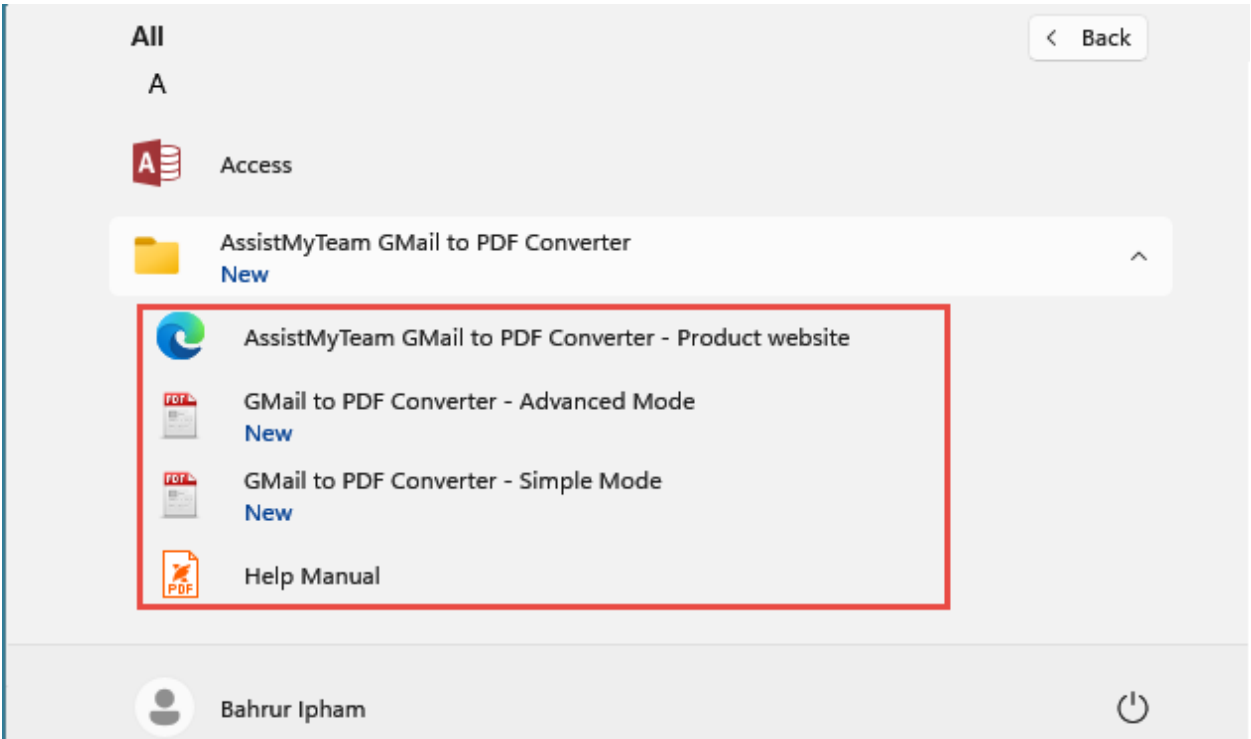
Step 3. Click '**Next'** to continue with the files extraction. It just takes a few minutes to complete the whole copying process.
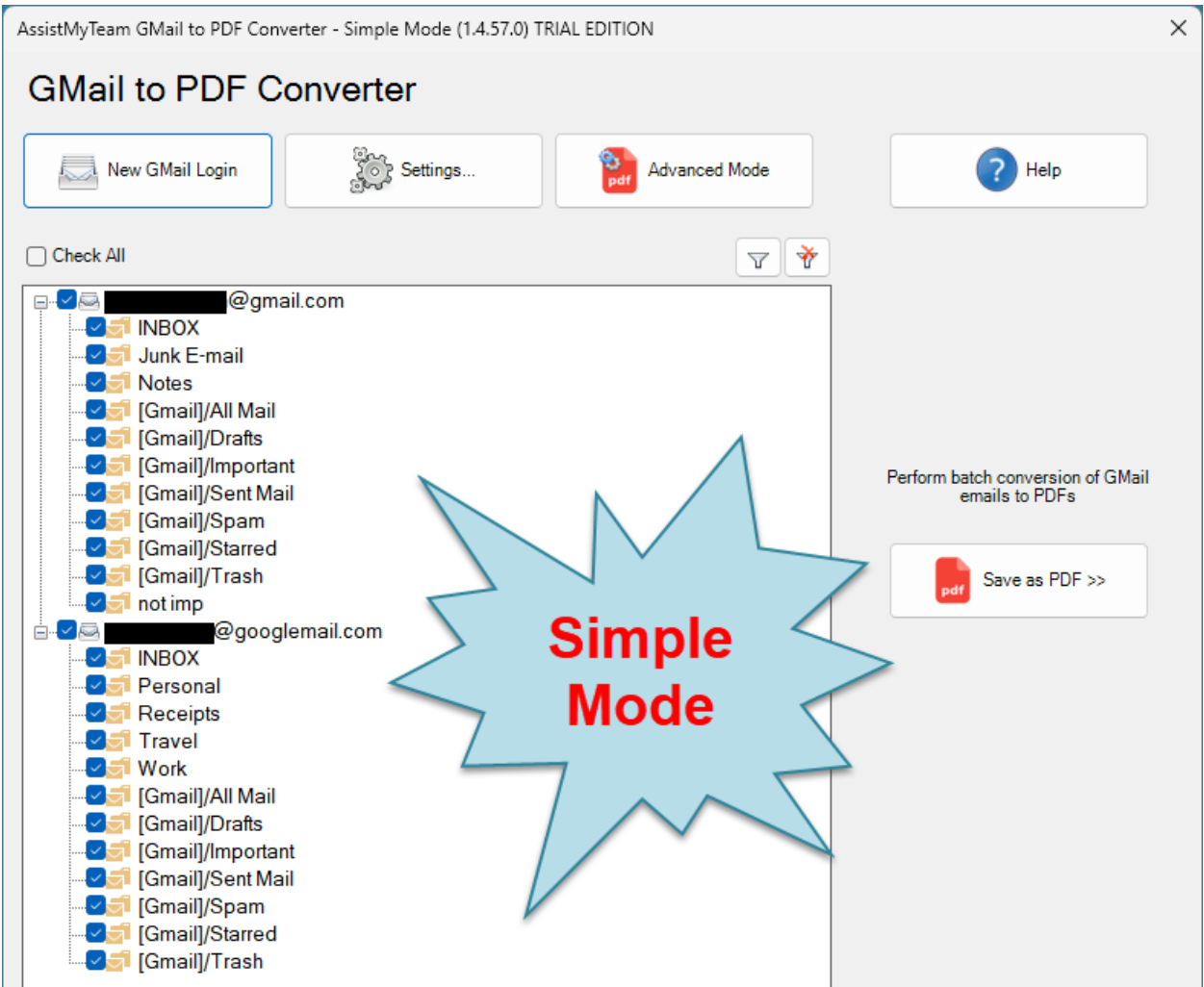

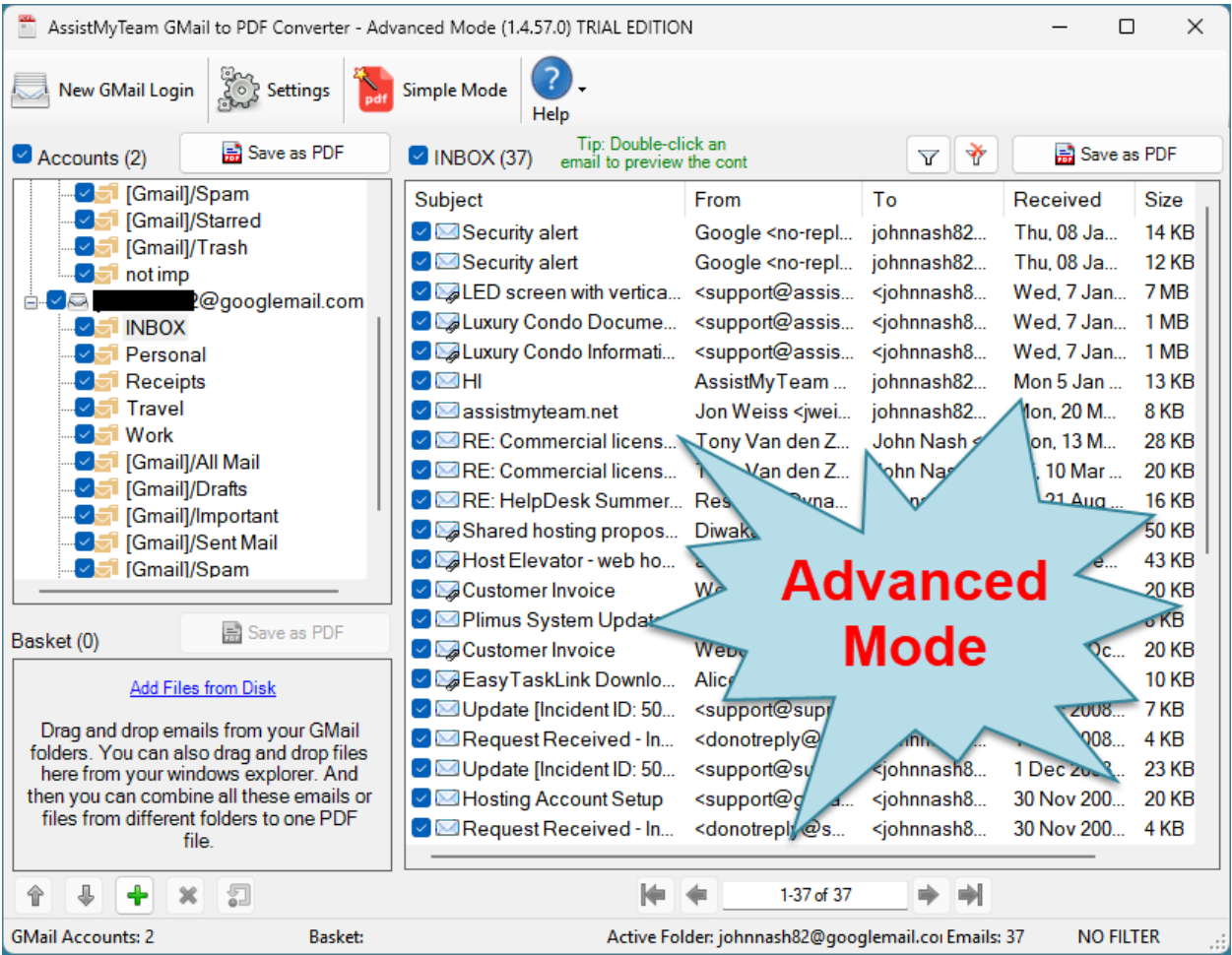**Step 4.** Click **'Finish'**. This ends the files installation process in your system.

Now go to **Start Menu > All Apps**. If the installation was successful, you will see new menu entries '**Gmail to PDF Converter – Simple Mode**' and '**Gmail to PDF Converter – Advanced Mode**'.
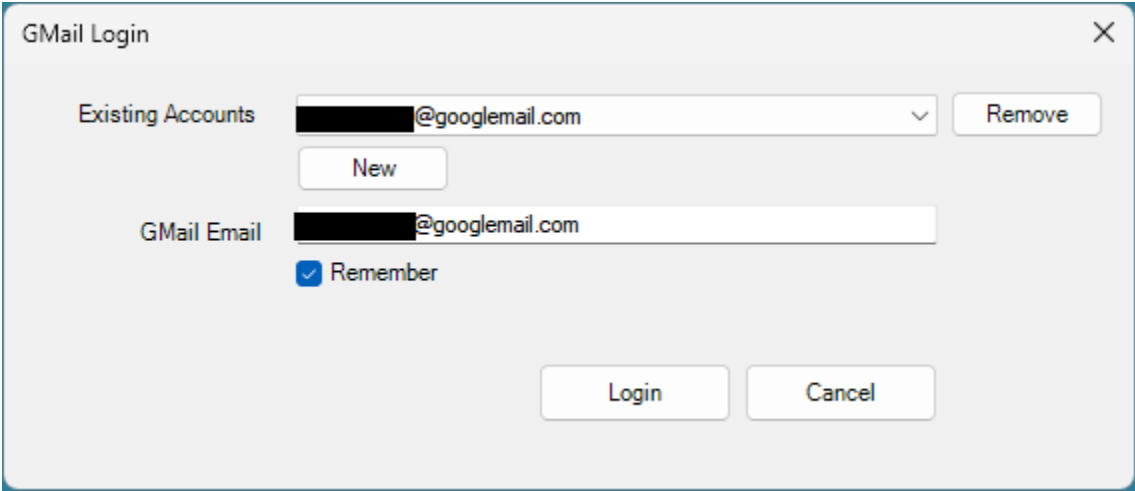

To run the app in default, basic mode, click '**Gmail to PDF Converter – Simple Mode**' from the menu under 'All Apps'. This will load and display the main interface of the converter app.
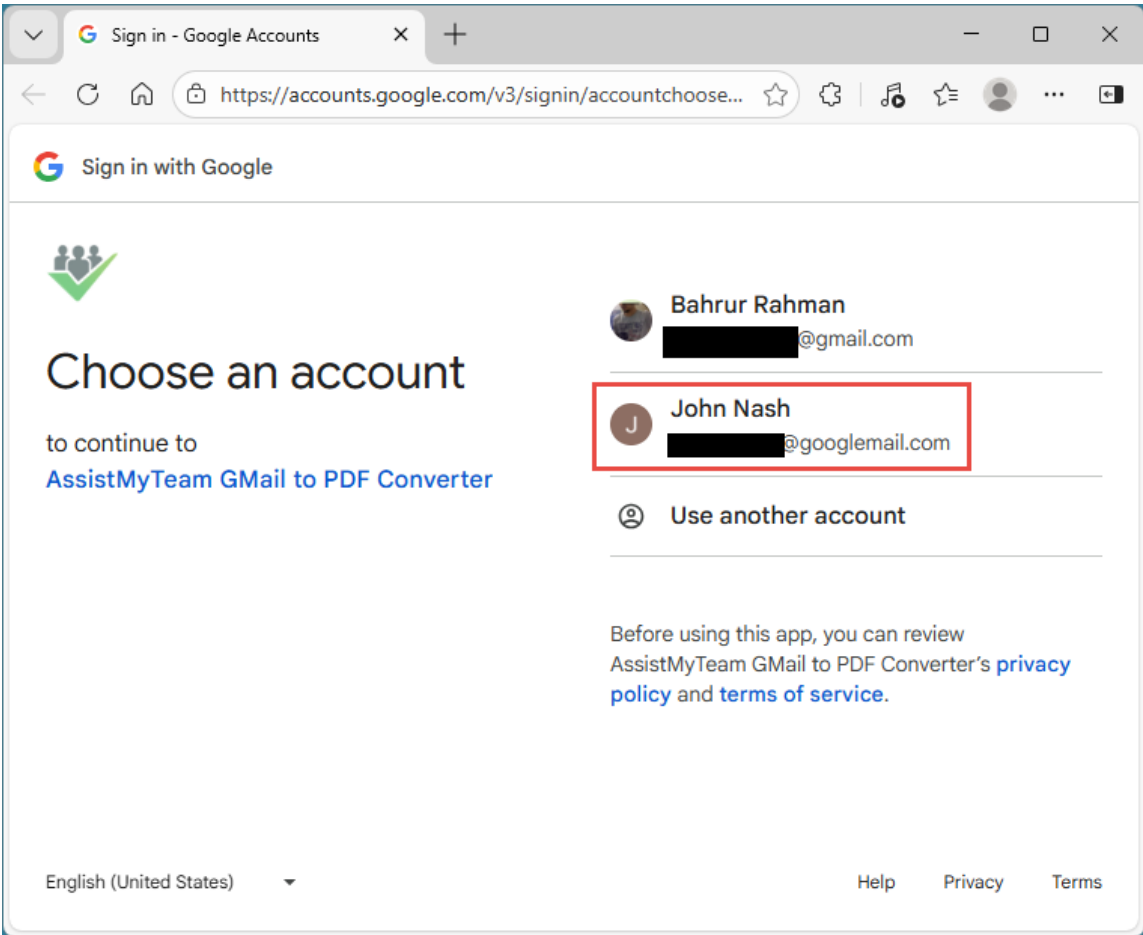

To run the app in advanced mode with full control, click '**Gmail to PDF Converter – Advanced Mode**' from the menu under 'All Apps'.
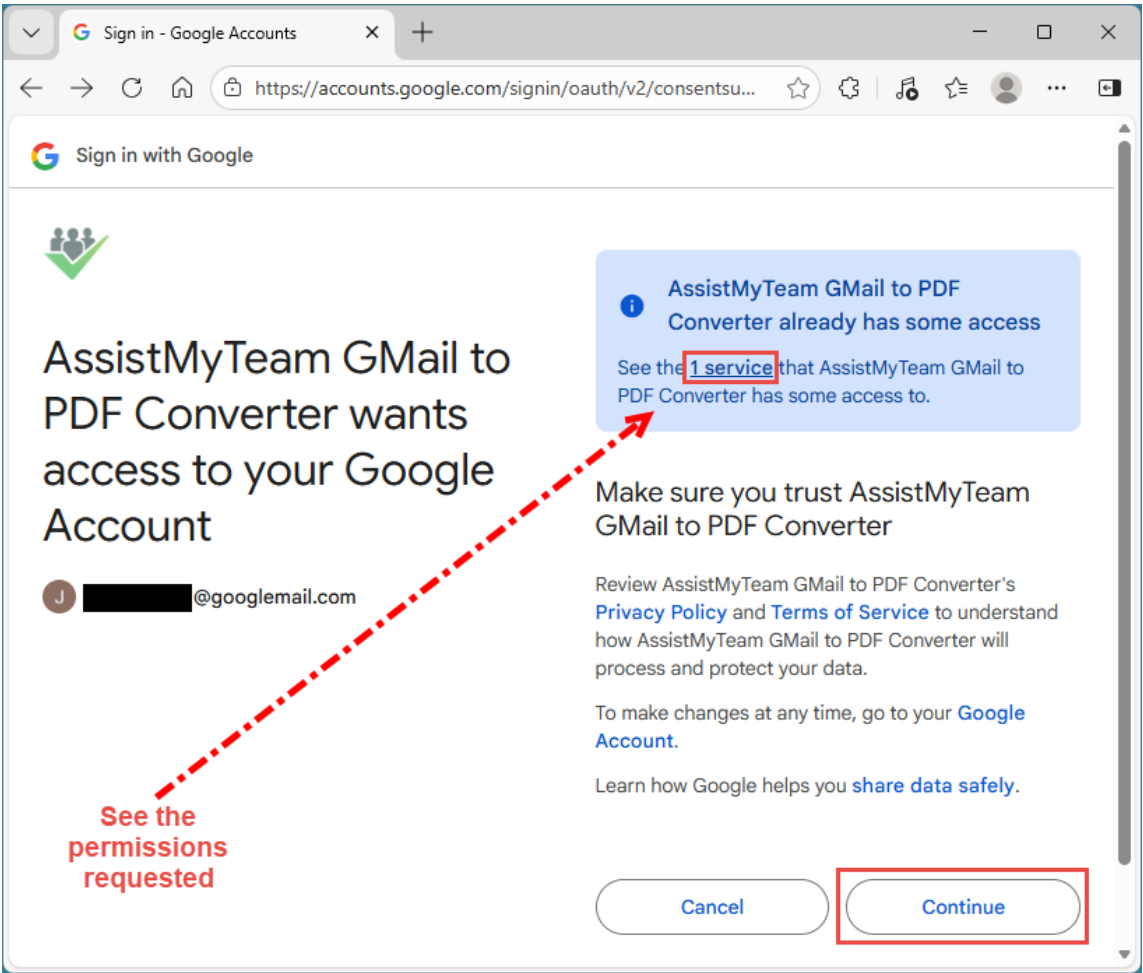
Before connecting the AssistMyTeam PDF Converter app to your Google mail account for the first time, you will need to specify the email address. Note that, the PDF App will not ask for your Google password. Instead, it uses the modern OAuth2 authentication standard whereby, it will get an access token issued by Google for a short period.
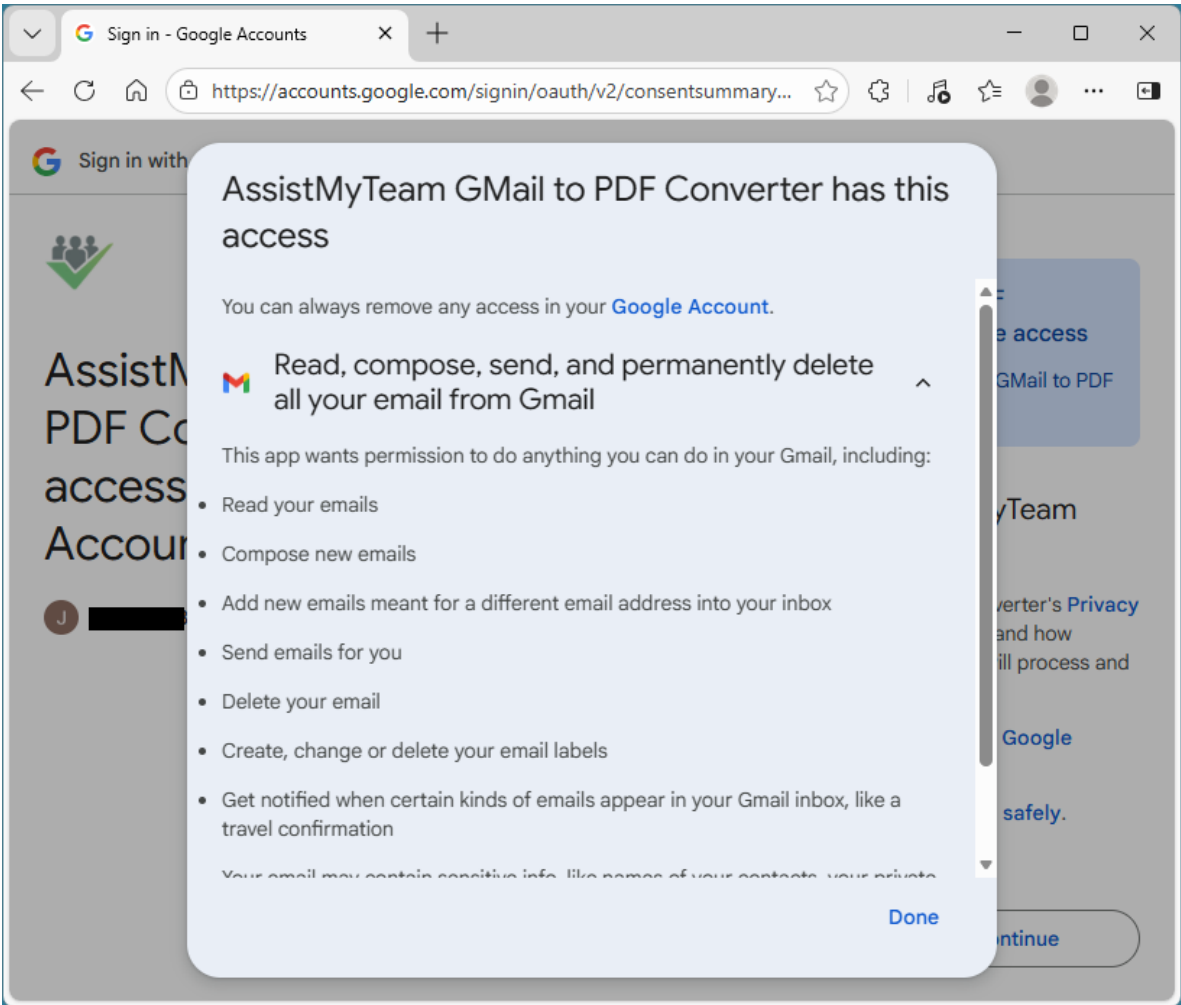

When you try to connect the AssistMyTeam PDF Converter app to your Google mail account, you will be prompted to grant permissions to the app to access your mailbox in your web browser. To allow the AssistMyTeam app to convert your emails to PDF, click the particular Gmail account from the prompt.
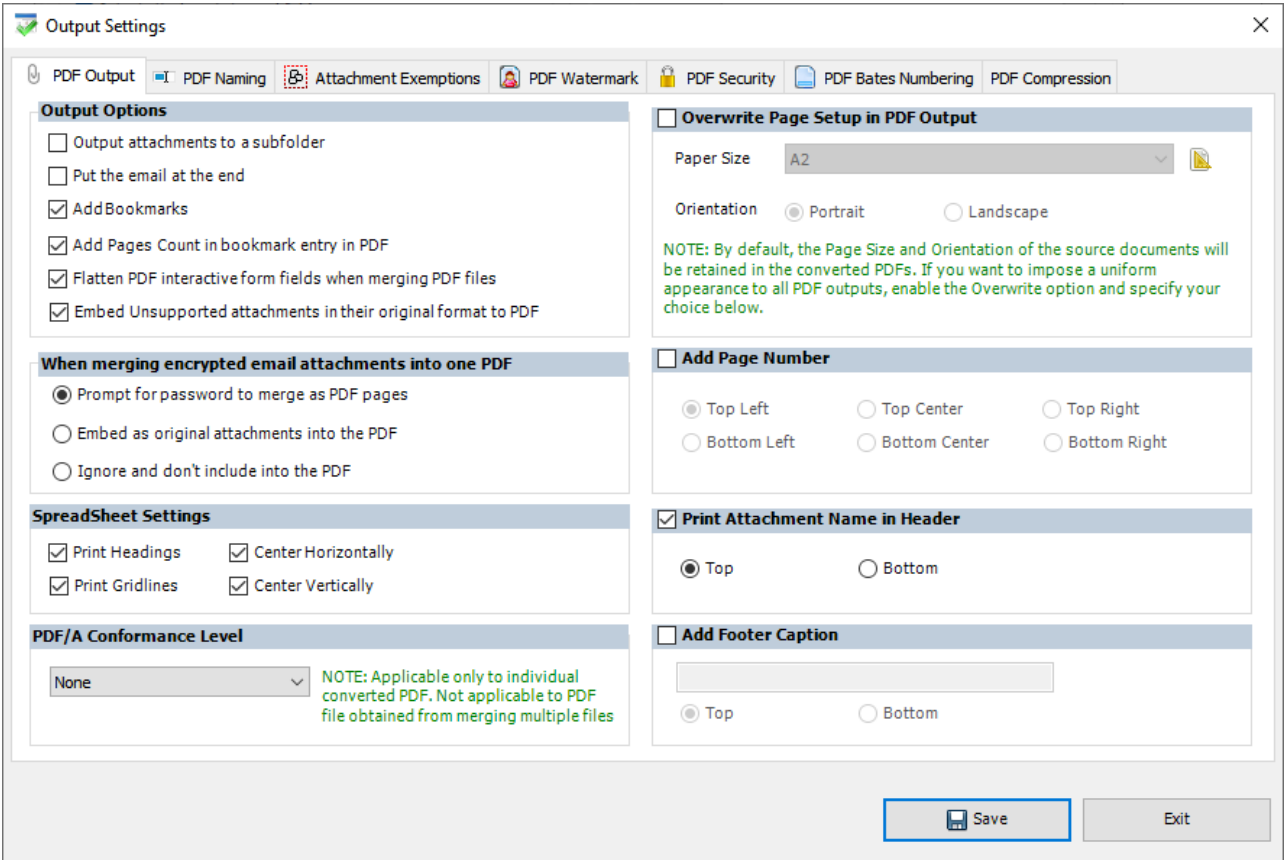
And in the next prompt, you will need to grant access to your chosen Google mail account by clicking the 'Continue' button.

You can also see the permissions requested by the PDF App by clicking the 'Service' link in the prompt.

To configure the output settings for PDF from emails and attachments, click the 'Settings' button. Within the settings dialog, you will find options to tweak and customize the default file naming scheme, specify the PDF output behavior, set watermark text or logo, set security password to be applied to PDF, modify the page setup, paper size, layout etc.

*For more references and help, refer to the PDF Help Manual, which can be invoked from **Gmail to PDF Converter app > Help > Help Topics**.*

You can also download the full PDF help manual directly from this link.