

V2

AssistMyTeam

Gmail to PST Converter

Export emails from Gmail to PST files



Welcome to Gmail to PST Converter

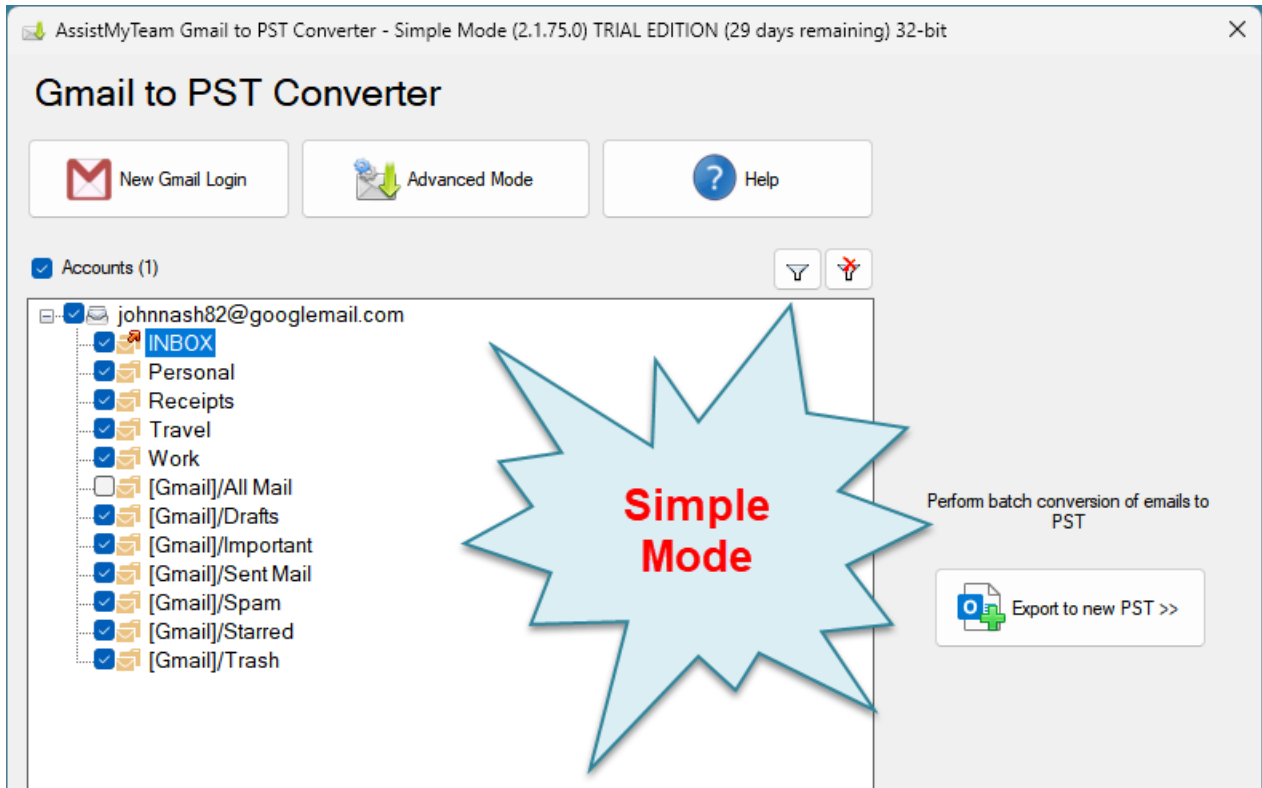
Export and save emails, attachments, folders from Gmail accounts to PST files, while preserving the folder structure and hierarchy – all in a click.

- Export emails from Gmail accounts to PST.
- Bulk extract email file attachments to a location on your hard drive.
- Use keywords and filters to search and find specific emails of importance before exporting to PST files.
- Different mode of export – single email to PST, multiple emails to PST, Gmail folder or whole Gmail Account into PST.
- Maintains original email folders structure of Gmail accounts in the PST.
- Retains embedded images, attachments, metadata, and email attributes while exporting emails to PST.
- Backup email messages for regulatory or legal compliance.
- All conversions and processing performed locally. Ideal for closed systems.
- Special MSI installer available for enterprise-wide deployment*.
- Support Windows 11, 10, 8, 7 and Windows Servers.

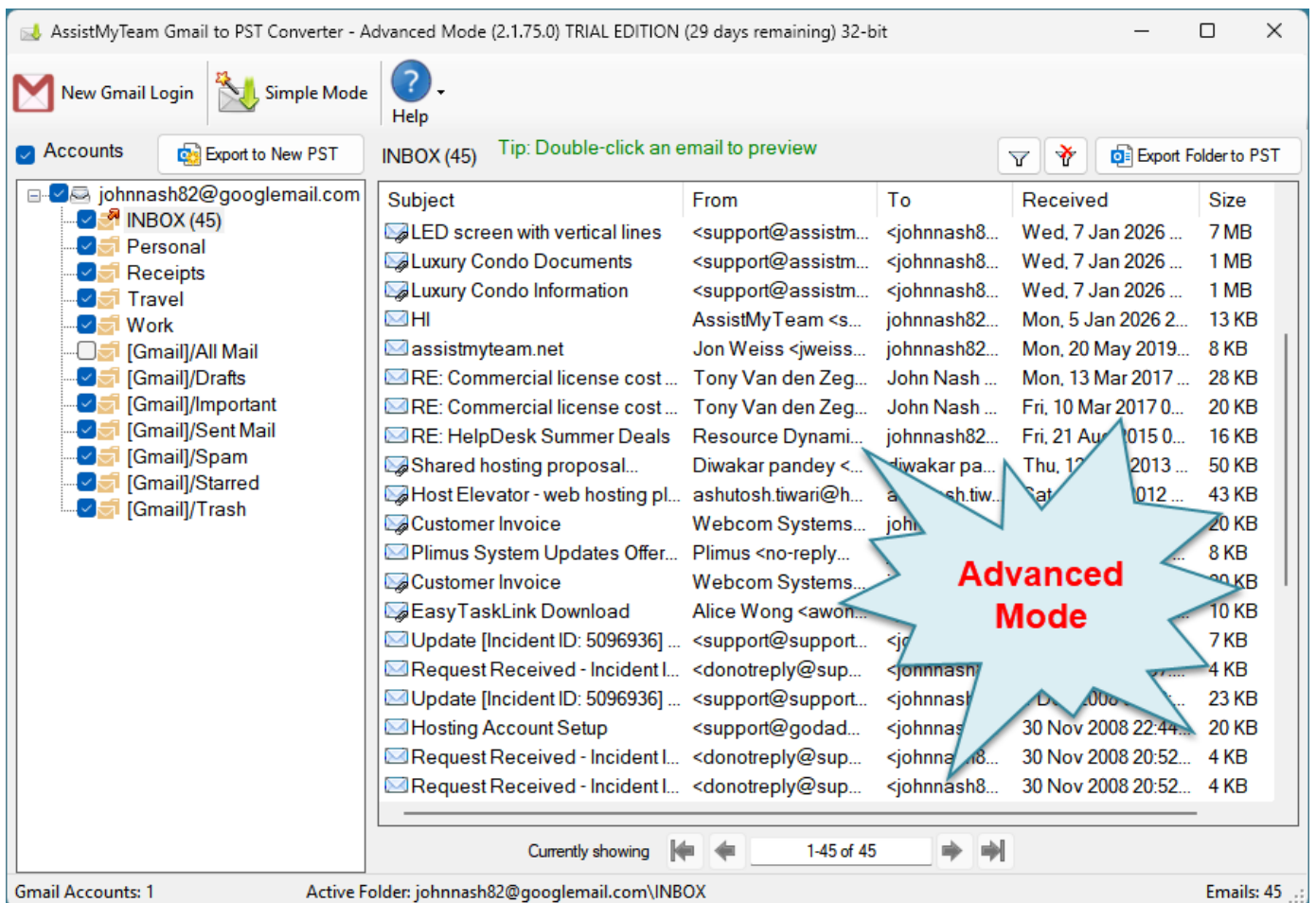
For a quick overview, refer to the [product website](#).

How It Works?

AssistMyTeam Gmail to PST Converter can operate in two modes – **Simple** (default) and **Advanced**, which has an interactive user interface with many options to export emails to PST.



Gmail to PST Converter – Simple Mode



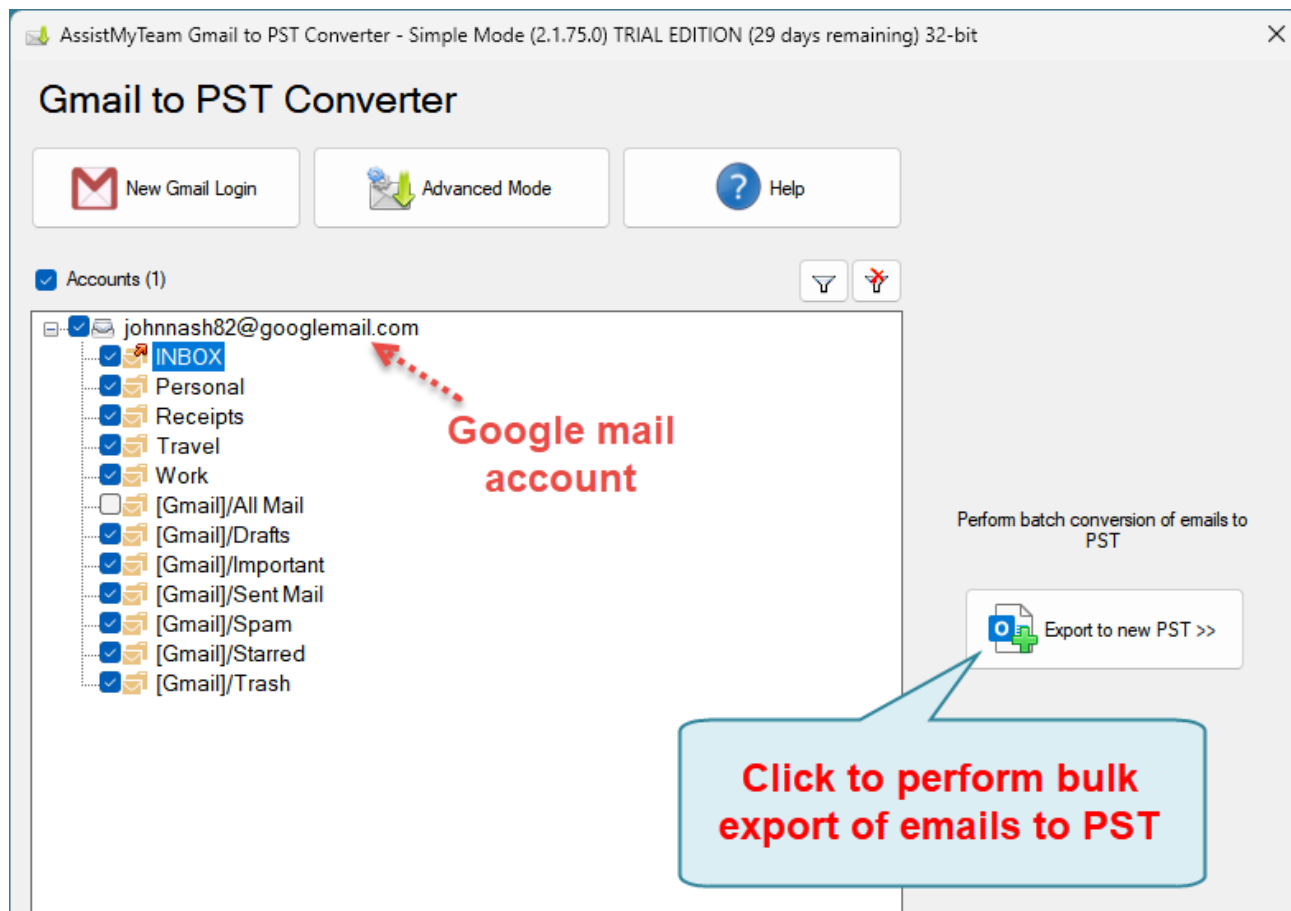
Gmail to PST Converter – Advanced Mode

There are three ways to perform emails export with Gmail to PST Converter:

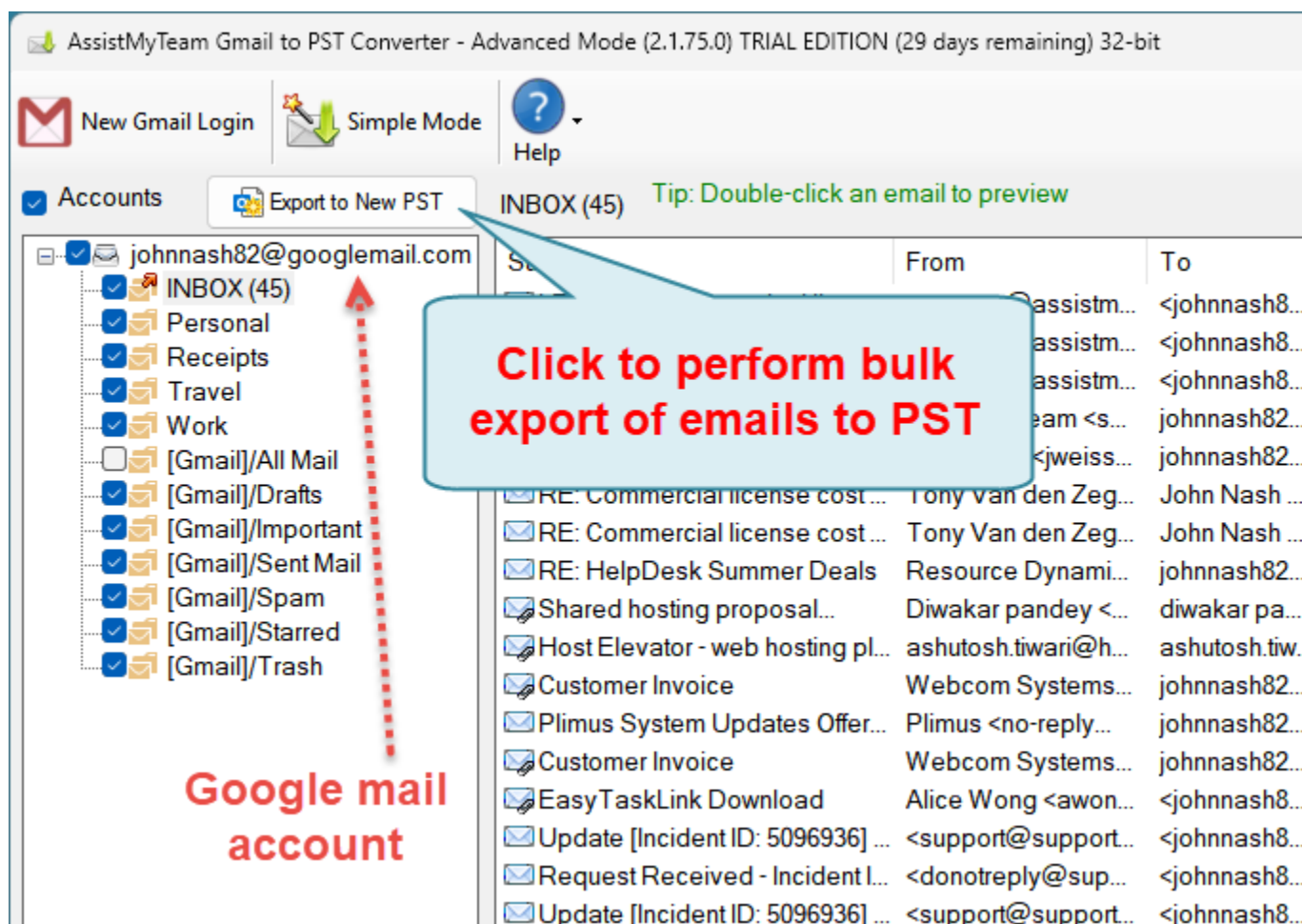
- A. Whole Gmail Account to new PST
- B. Chosen Gmail Folder to new or existing PST
- C. Chosen few Emails to new or existing PST

A. Export whole Gmail accounts to PST (bulk export)

In this mode, you can perform bulk conversion of the whole contents of each Gmail to PST format. Simply, click the 'Export to New PST' button option just above the tree-view control.

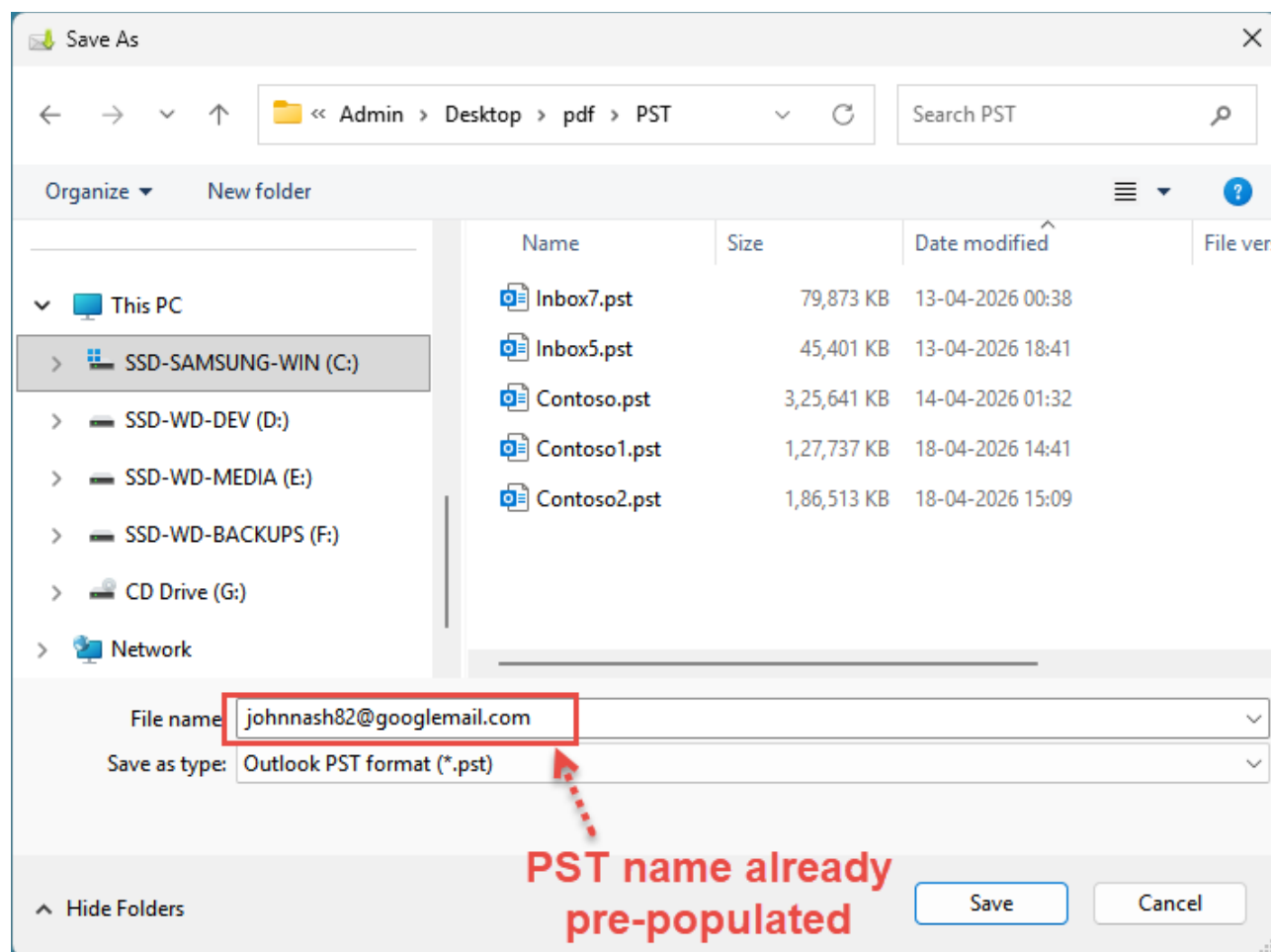


Bulk PST Conversion in Simple Mode



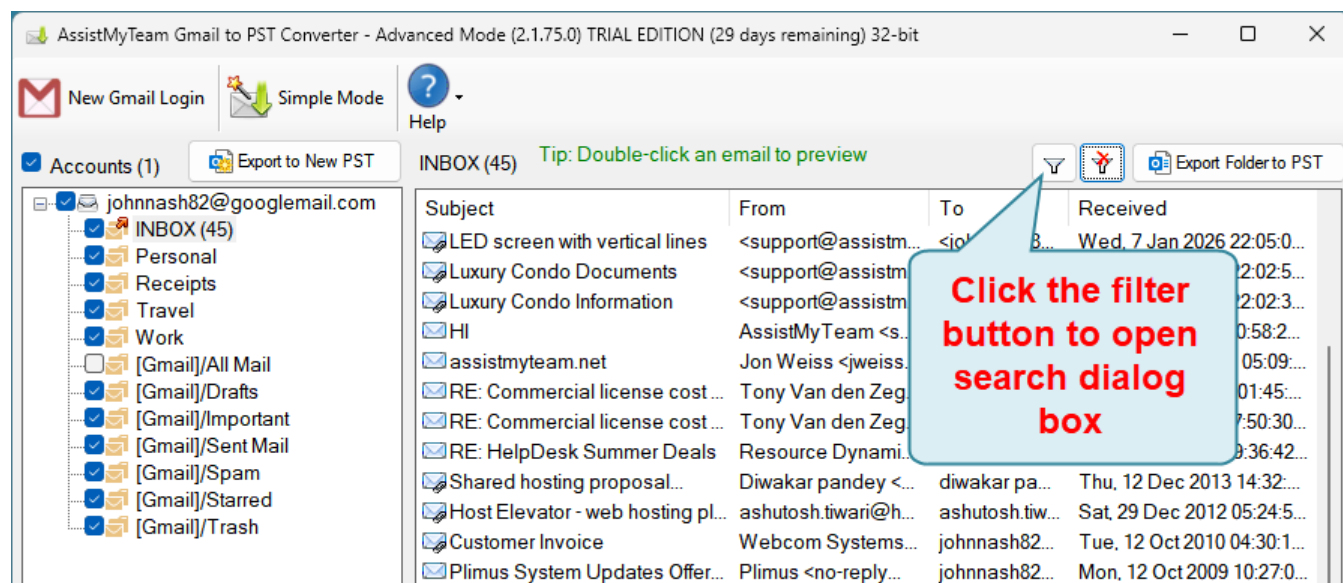
Bulk PST Conversion in Advanced Mode

From the **'Save As'** dialog box, choose a destination folder where the emails from each Gmail account will be exported as PST files. The folders hierarchy of the Gmail account will be replicated in the PST file, for easy access and use.

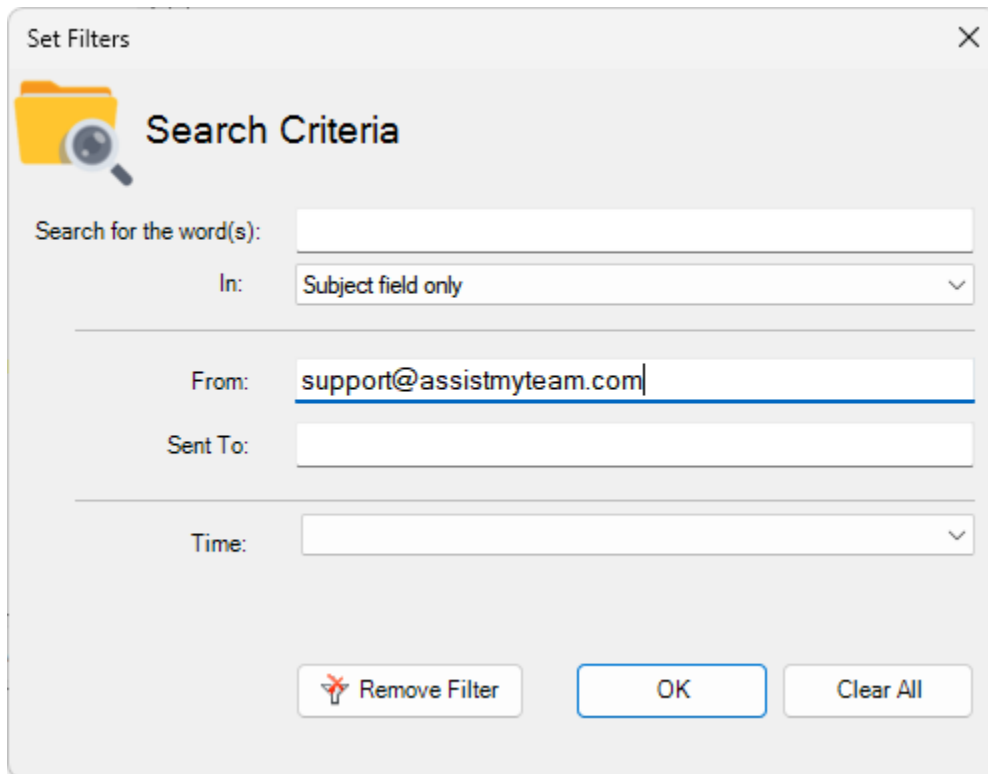


Apply keywords search and filters

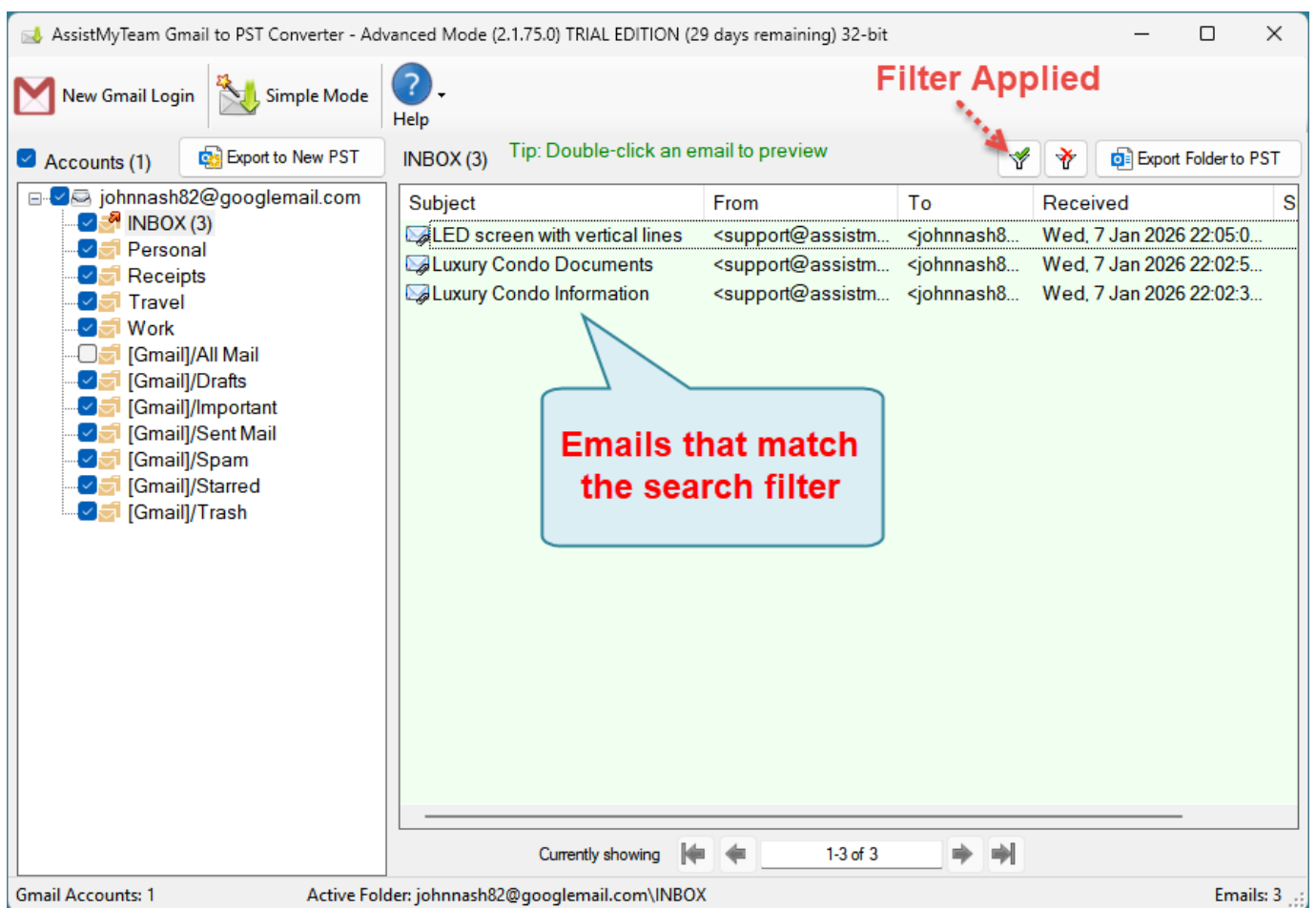
You can choose to perform a keyword search and apply filters and only perform the bulk conversions of those emails in the Gmail account that fulfil the search parameters to PST. To do that, click the **'Filter'** button available on top of the tree-view control box.



A dialog box for the search pop ups enabling you to input keywords search in the subject or body or both. You can also filter the emails by matching the sender in the **'From'** field and/or the recipient in the **'To'** field. Additionally, you can specify a time duration to restrict the emails that fall between the start and end date.

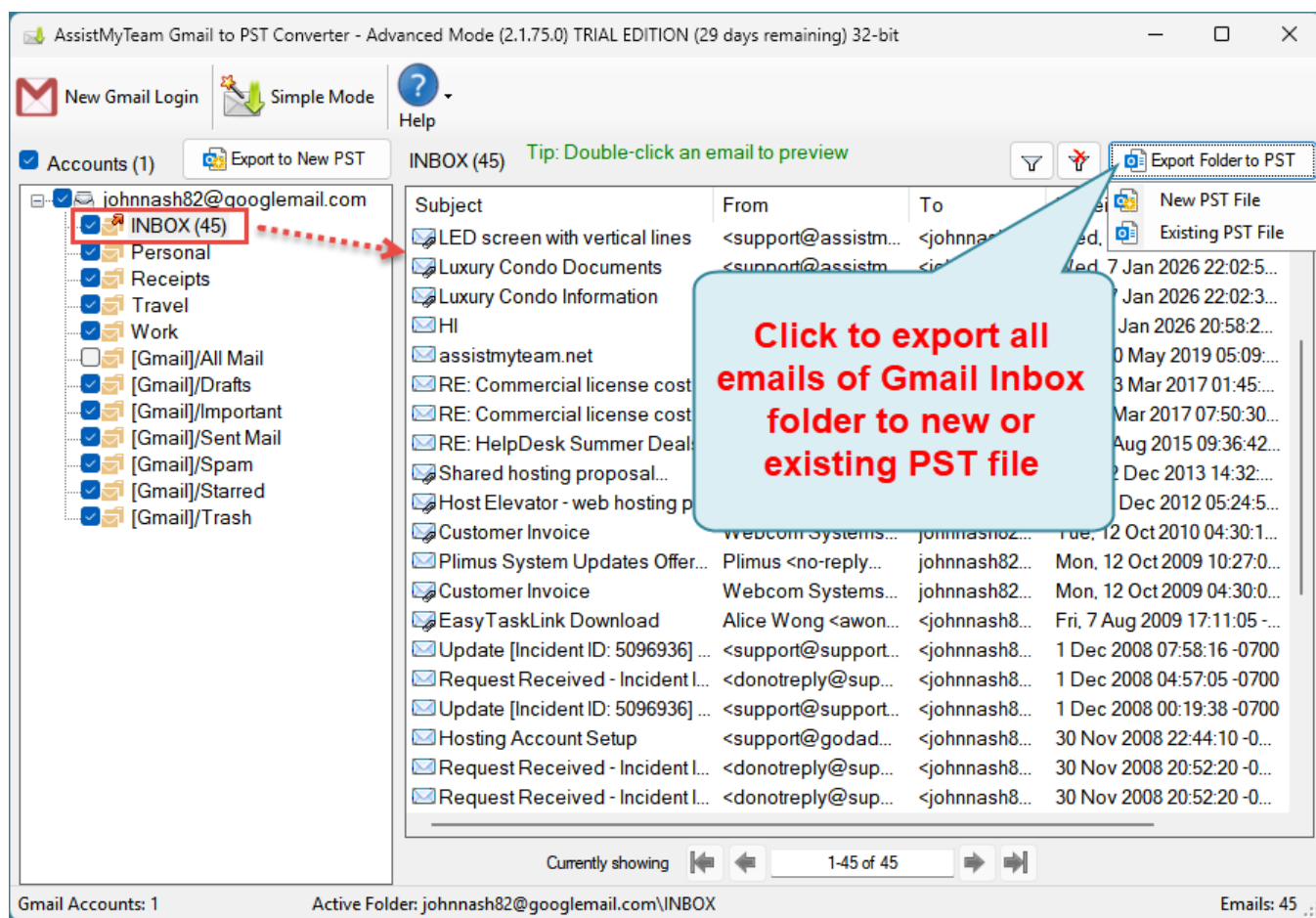


After applying the filters, the filter icon will change with a green tick mark, and the background colour of the email's container box will also be in green.

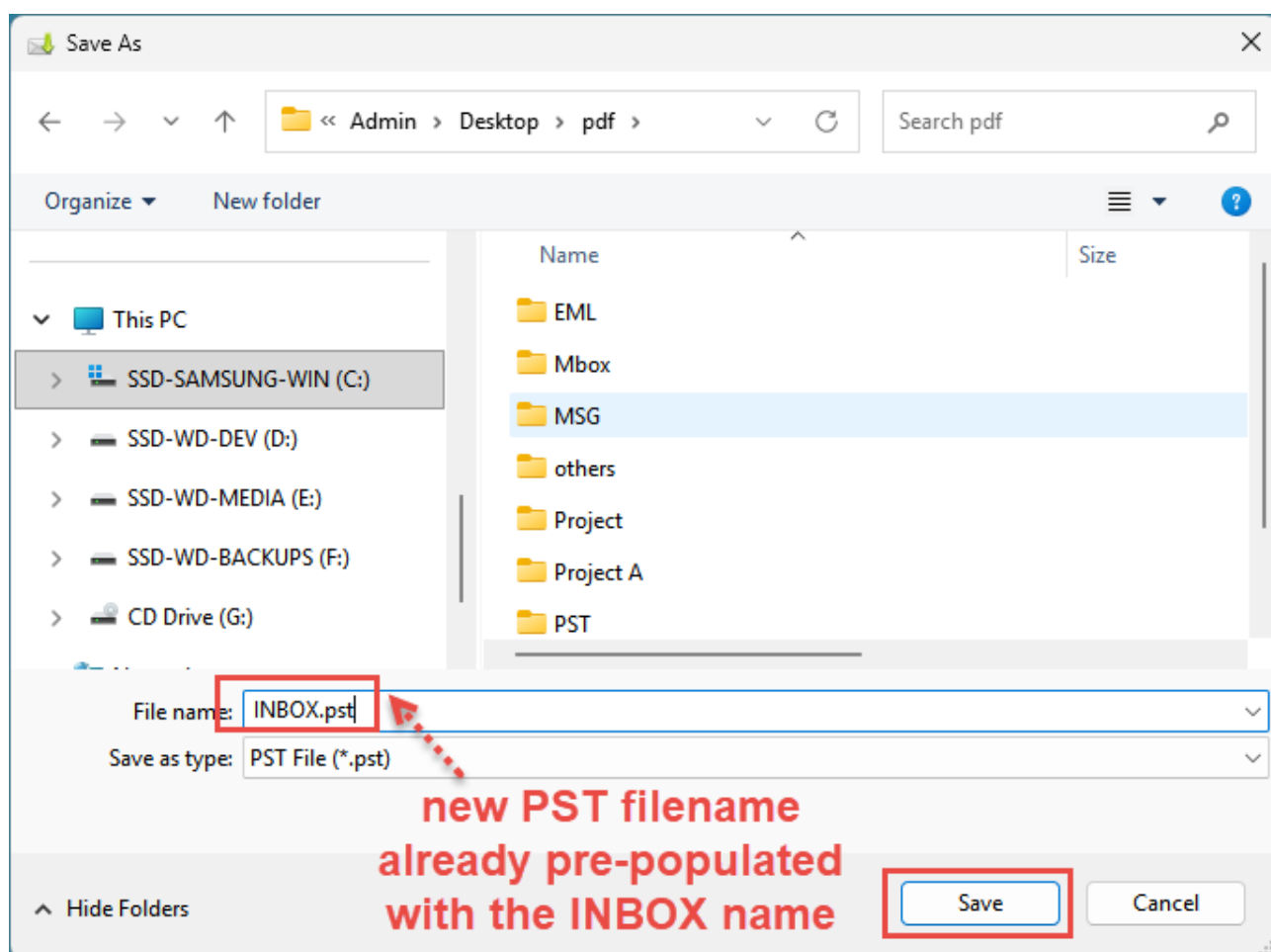


B. Export Emails of a Gmail account folder to PST (multiple export)

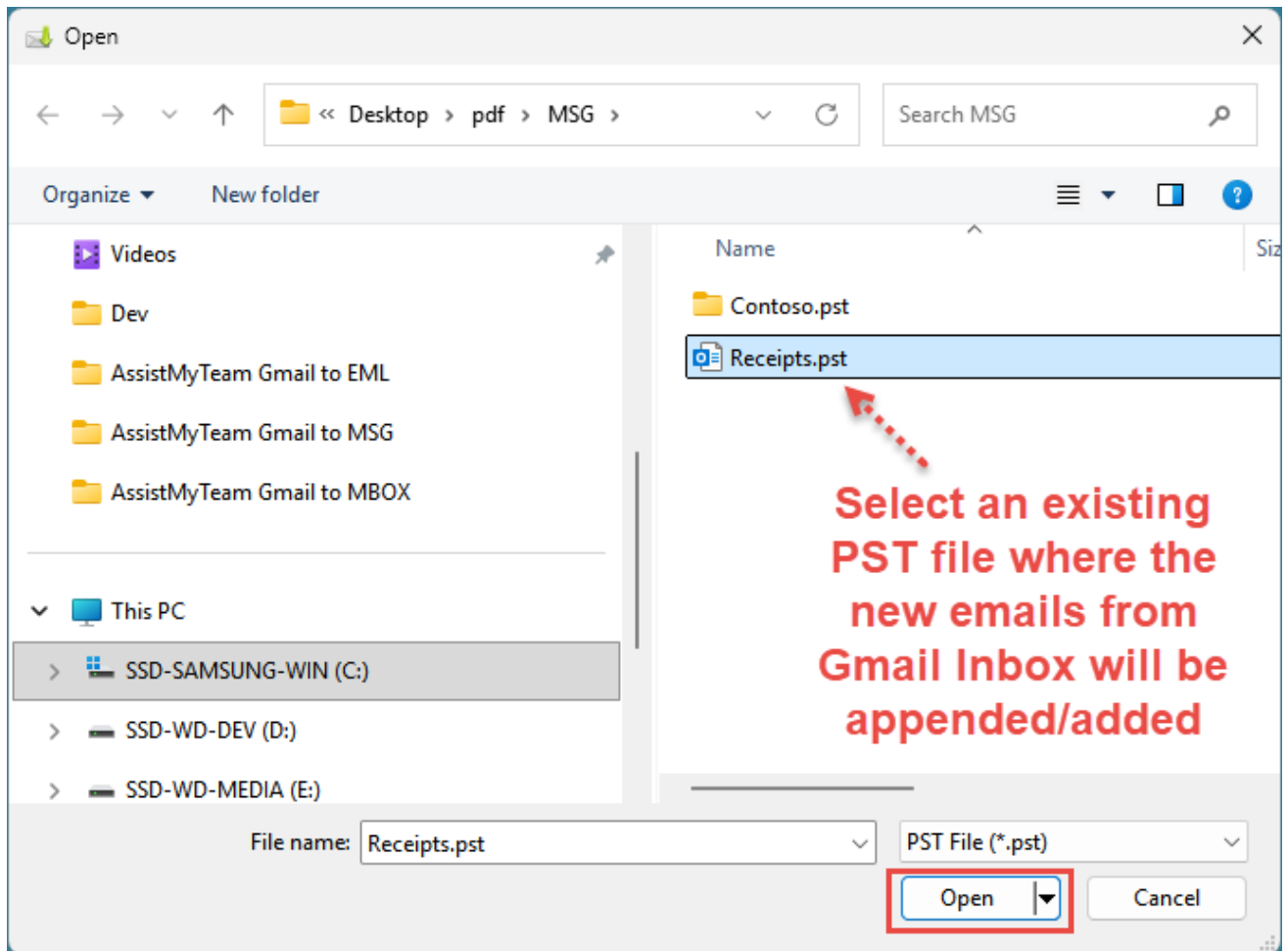
At times, what you may need is only to export emails of a particular Gmail folder to PST. In such needs, you can perform the export to PST by clicking the particular folder from the folders tree-view, on the left side. This will show you all the emails in the folder view on the right side. You can then proceed to click 'Export Folder to PST' button located on the extreme right corner of the folder view.



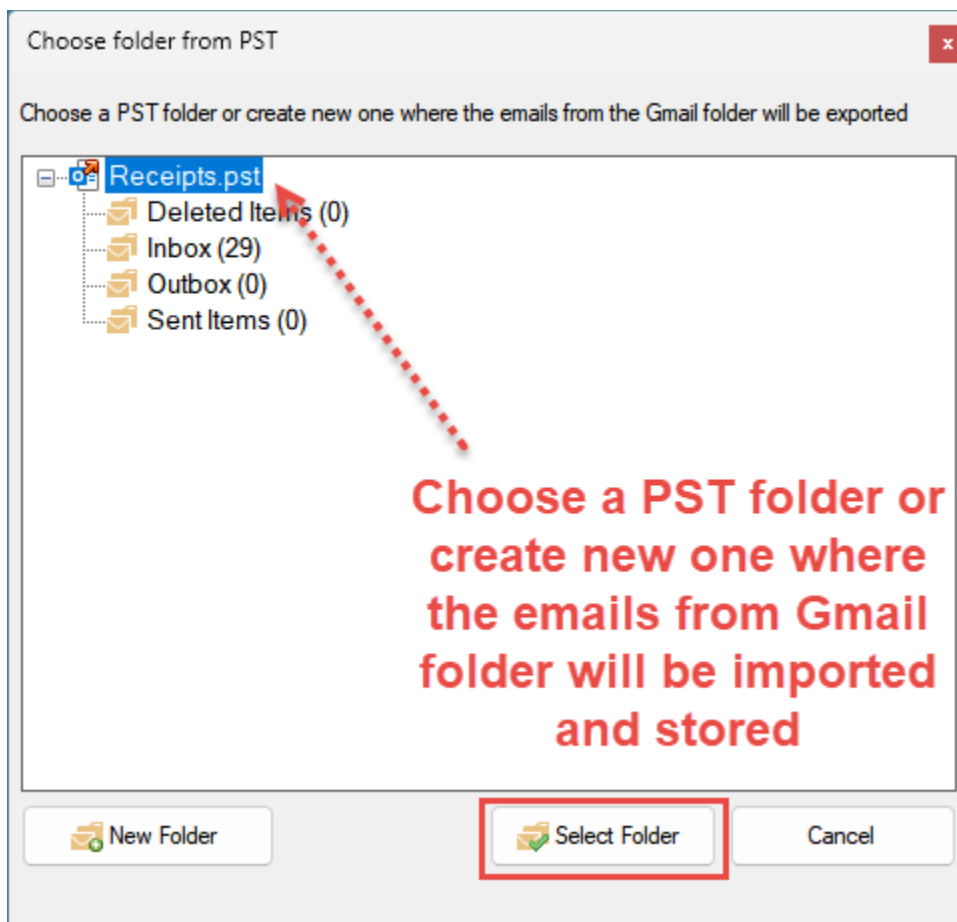
If you opt for a new PST file, you will be prompted with the 'Save As' dialog box, to choose a destination folder where the emails of the chosen Gmail folder will be exported to a new PST file.



If you opt for an existing PST file, you will be prompted with a 'Open' dialog box, to select an existing PST file from your computer.

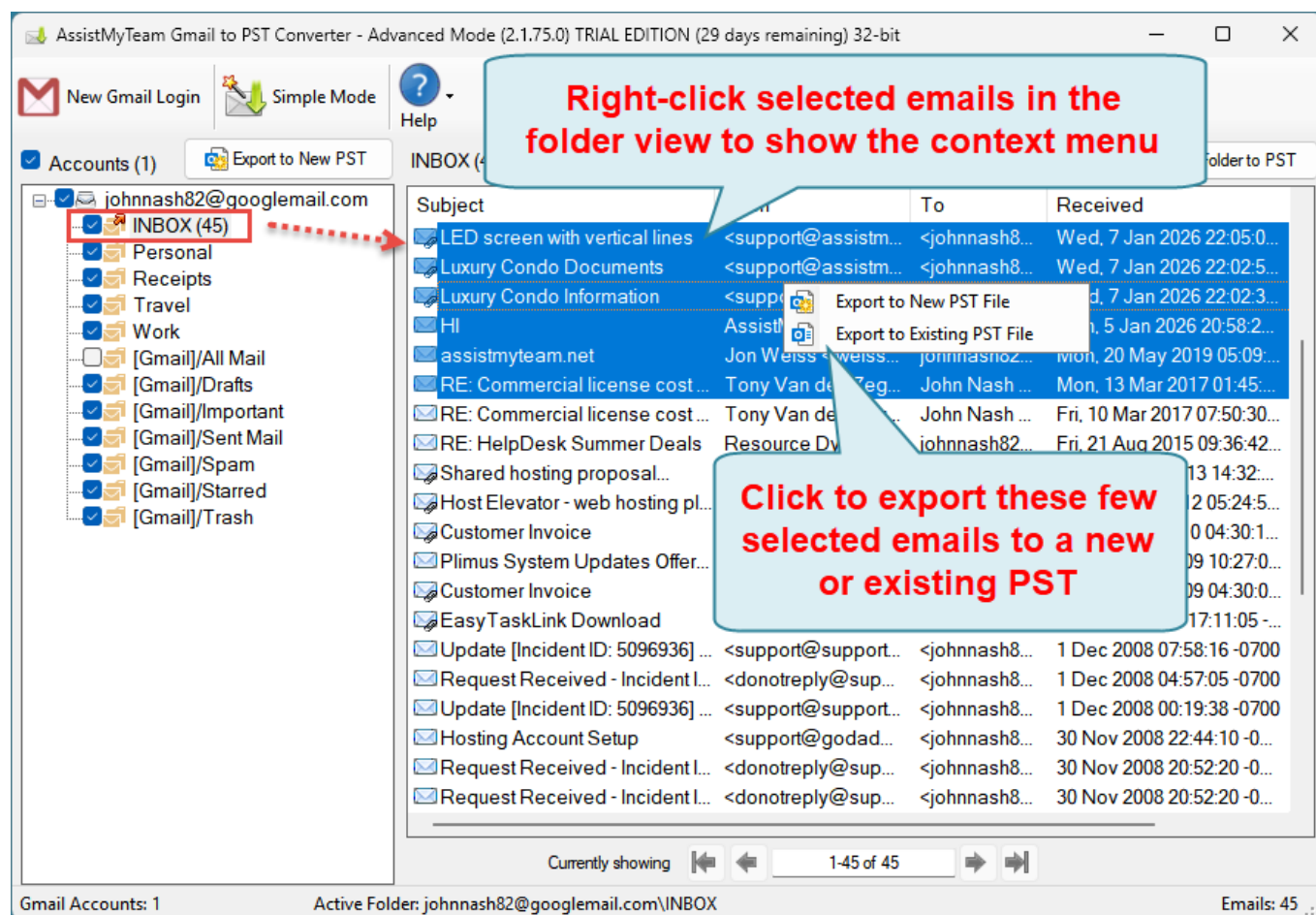


Once you had selected an existing PST, you will be further prompted to choose an existing PST folder or create new one, where the emails from your Gmail folder will be imported and stored.



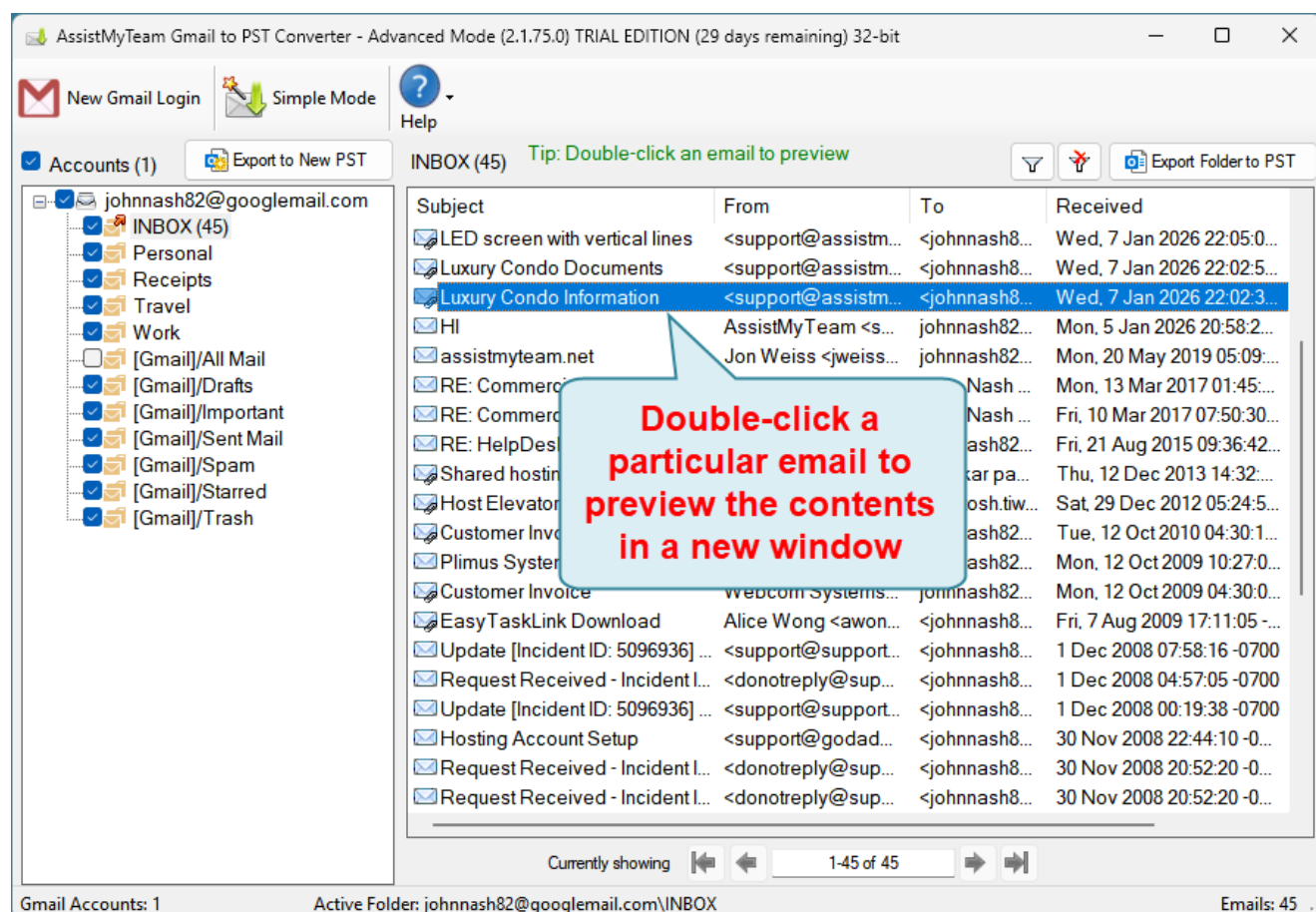
C. Export few selected emails to PST

In this mode, you can export only those few emails of interest to a new or existing PST file. To do this, select multiple emails from your Inbox and right-click to show the context menu.

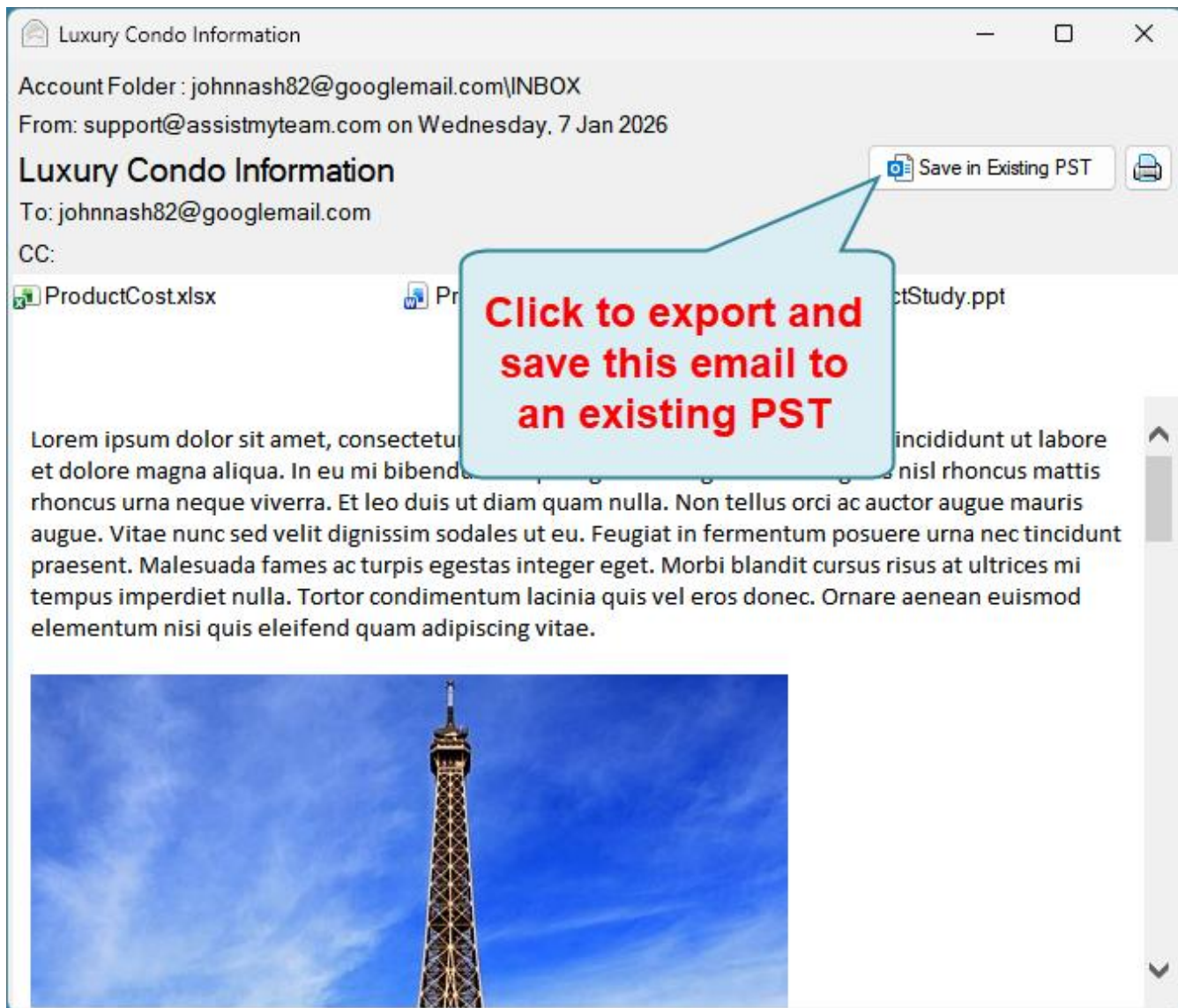


You have two options to export the selected emails - to a **new** PST file or to an **existing** one. In the latter case, you will be further prompted to choose an existing PST folder or create new one from the chosen PST file.

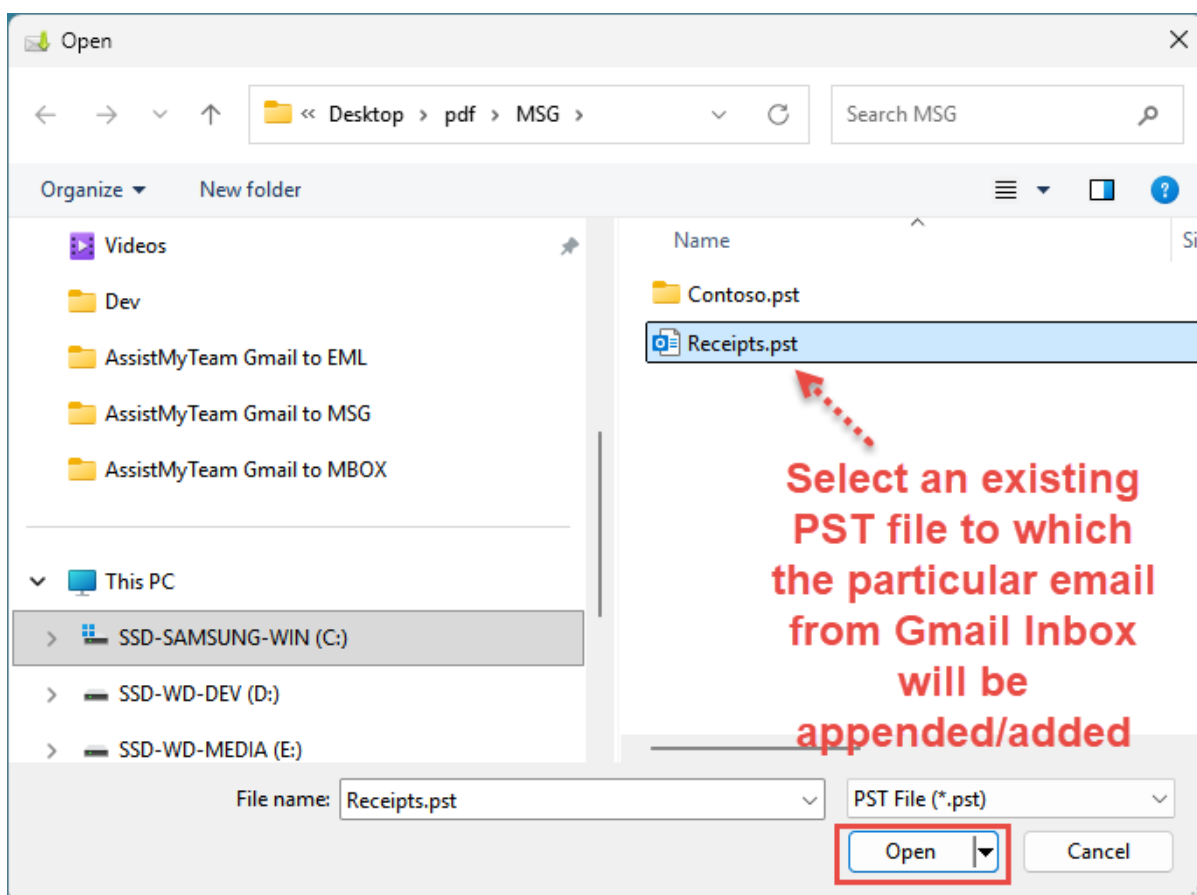
You can also preview the full content of a particular email, by double-clicking it from your Inbox folder.



This will show you the contents of the particular email in a new window.



And then choose to save the previewed email to PST by clicking the 'Save in existing PST' button located on the upper right side. You will be prompted to choose an existing PST file from your computer.



Once you had selected an existing PST, you will be further prompted to choose an existing PST folder or create new one, to which the selected email from Gmail account will be imported and stored.

