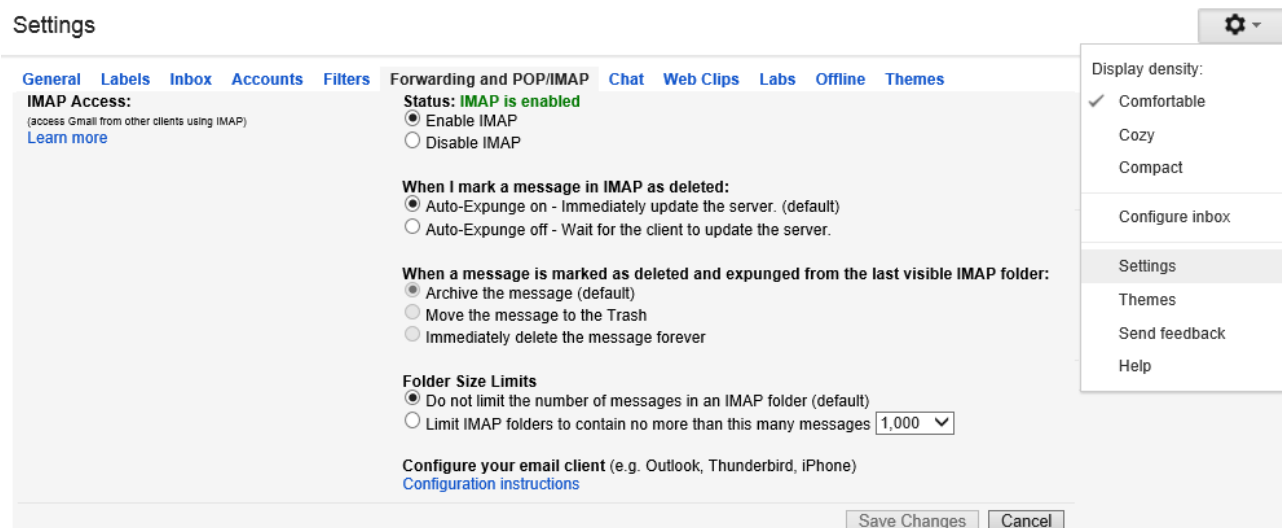# M-Files and Gmail support

There are three ways to save emails from Gmail to M-Files:

1. Use Microsoft Office Outlook as a mail client
2. Use alternative Windows mail client
3. Use connections to external mail sources

Additionally, a Gmail account can be used to send notifications from M-Files to users. This use case is also explained in this article.

Prerequisite: Enable IMAP

The Internet Message Access Protocol (IMAP) is disabled by default in Gmail. This protocol needs to be enabled to implement Gmail to M-FIles integration. Login to your Gmail account with a browser, select settings, and enable IMAP (see screenshot below).

Note: Gmail monitors users' login behavior and may prevent access from new IP addresses. Therefore it is important that you log on to your Gmail account from M-Files server and therefore add M-Files server as trusted location.

1. Use MS Outlook Client

It is recommended to use Microsoft Outlook as the mail client to enable integration between Gmail and M-Files. Once you have enabled IMAP in Gmail, you can add a new account to Outlook. Google provides comprehensive instructions to this setup.

Using Microsoft Outlook as the email client allows you to drag & drop files from Outlook to M-Files, auto-classify them, add M-Files-aware folders, and much more. Refer to M-Files Help for more information.
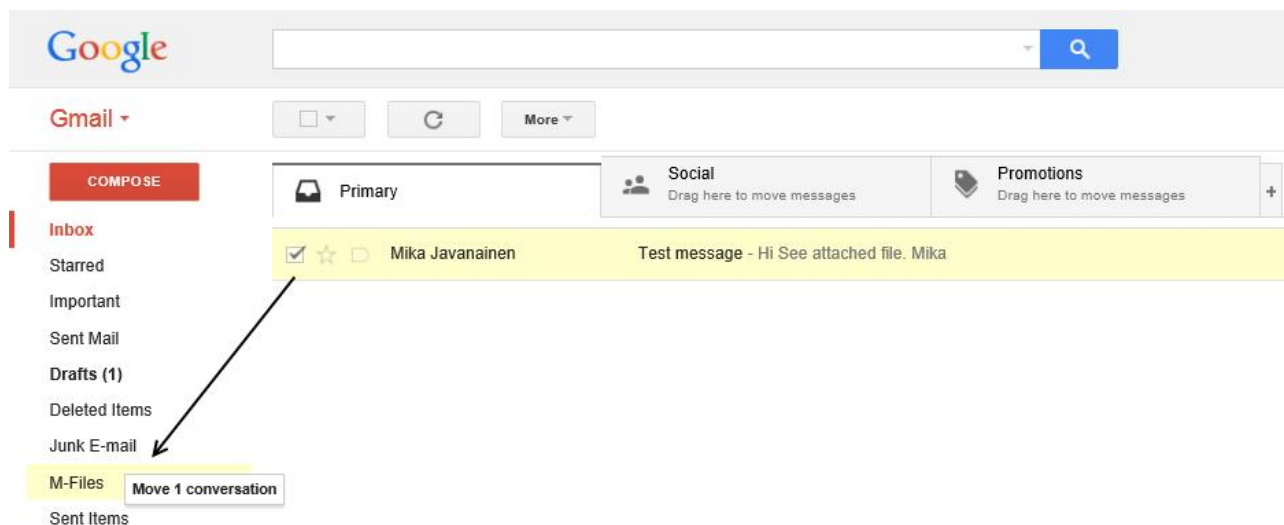
2.   Use alternative mail client

You may also consider using alternative (free) email client to enable integration between Gmail and M-Files. For instance, Mozilla Thunderbird lets you save emails from the Inbox directly to M-Files in .eml format. Thunderbird also supports M-Files URL's but you have to choose application to execute the URL's. The URLs should be executed by MFStatus.Exe that can be found either in x86 or x64 folder in path C:\Program Files\M-Files\<version>\Bin\.

3.   Integration between Gmail web client and M-Files

One shortcoming in Gmail's web client is that users cannot save emails as files to their computer. In case you want to use Gmail's web client, you can allow users to save emails to M-Files using the IMAP integration on the server side and the labeling feature in Gmail.
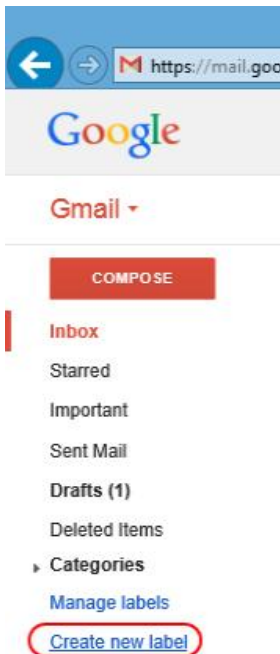
The downside of this integration type is that you have to create the connections for each email account on the server side. Typically only admins have access to M-Files server tools, so you may run into problems if users change their password, etc. However, this integration type can be useful for common mailboxes like company@company.com.

In this example, we allow users to drag mails from Gmail web client to M-Files (see below). The emails will be imported as unclassified documents and imported emails will be automatically deleted from Gmail.
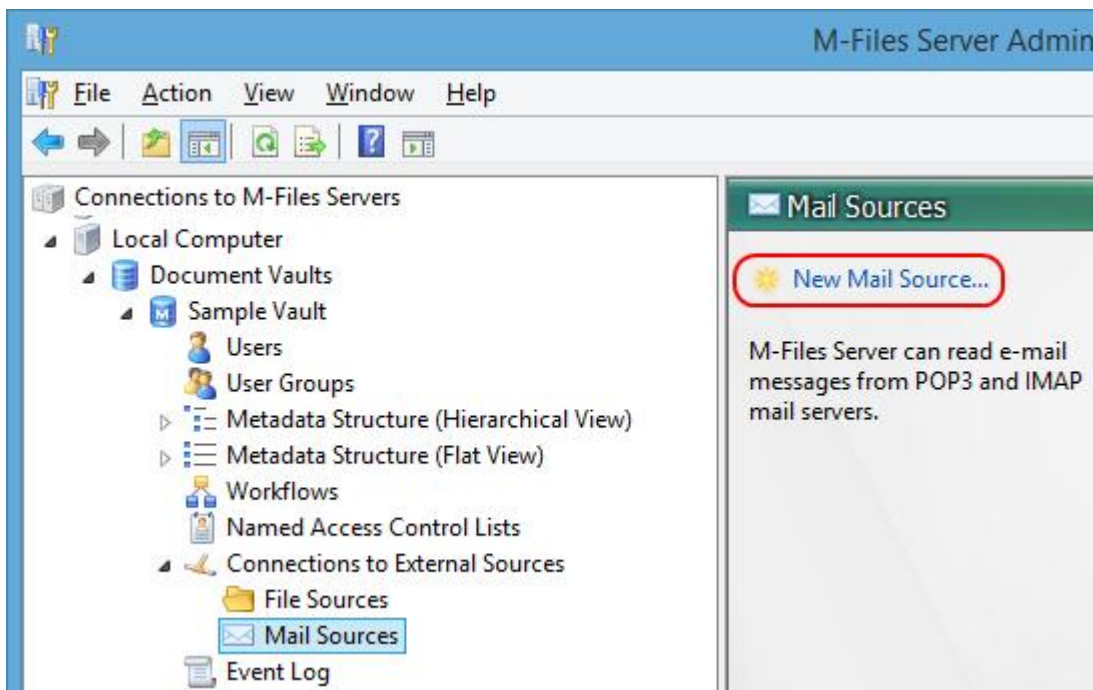

3.1.   Create M-Files label

Add a new label in Gmail and name it as "M-Files" (see below). Technically labels are presented as folders in IMAP.
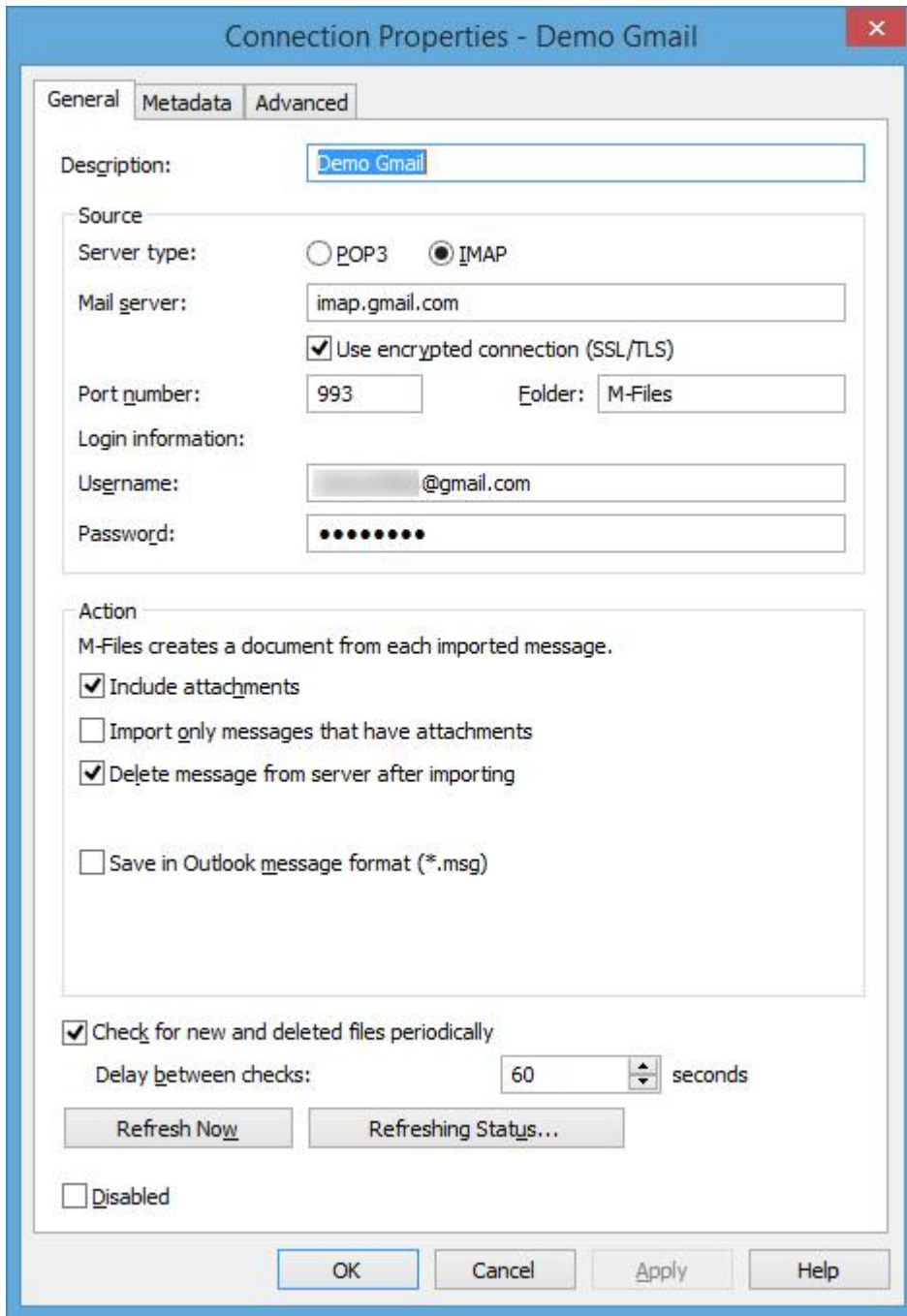
3.2.   Configure connection to the mailbox with M-Files Server Administrator

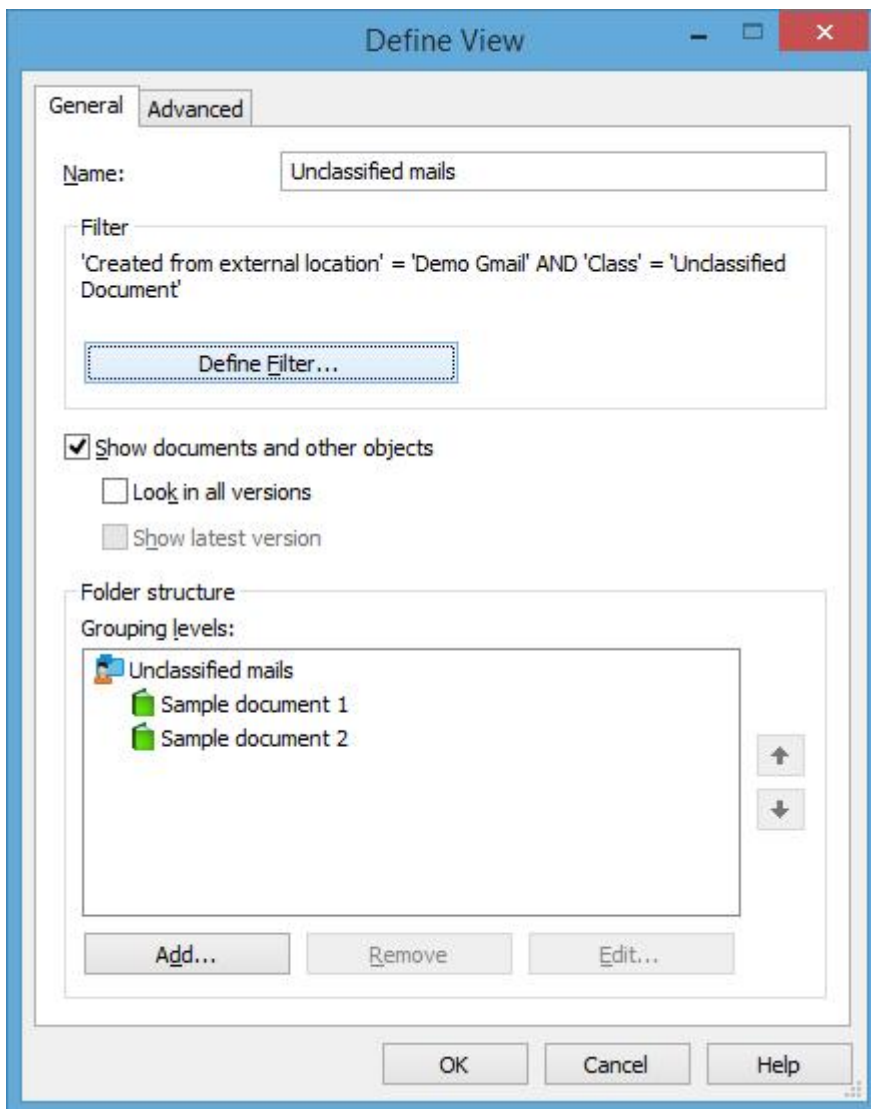Open M-Files Server Administrator and create a new mail source:

Configure connection properties as illustrated below. Use your Gmail address as username. Notice that you can also choose not to delete the messages from Gmail after importing them to M-Files. You may also configure metadata for the objects in the metadata tab.

3.3.   Create view in M-Files

It is recommended to add a View in M-Files to list imported mails that have not been classified in M-Files.
See the below screenshot for example implementation.

4. M-Files URLs and Gmail

Gmail does not trust M-Files URL's by default. To enable M-Files URLs in the Gmail Web Client, you can install a free Gmail Connector for M-Files app developed by Verkkoaps from Google Apps Marketplace.

Notice that this app only works with Google Apps accounts (i.e. it does not work with free Gmail accounts).

5. Using Gmail's SMTP server to send notifications

You can use Gmail's SMTP server to send notifications from M-Files. See the screenshot below for example configuration.

6. System requirements

Integration options explained in chapters 3 and 5 require M-Files 10.0 or later. Other integration options explained in this article require M-Files 7.0 or later, but using version 10.0 is recommended.