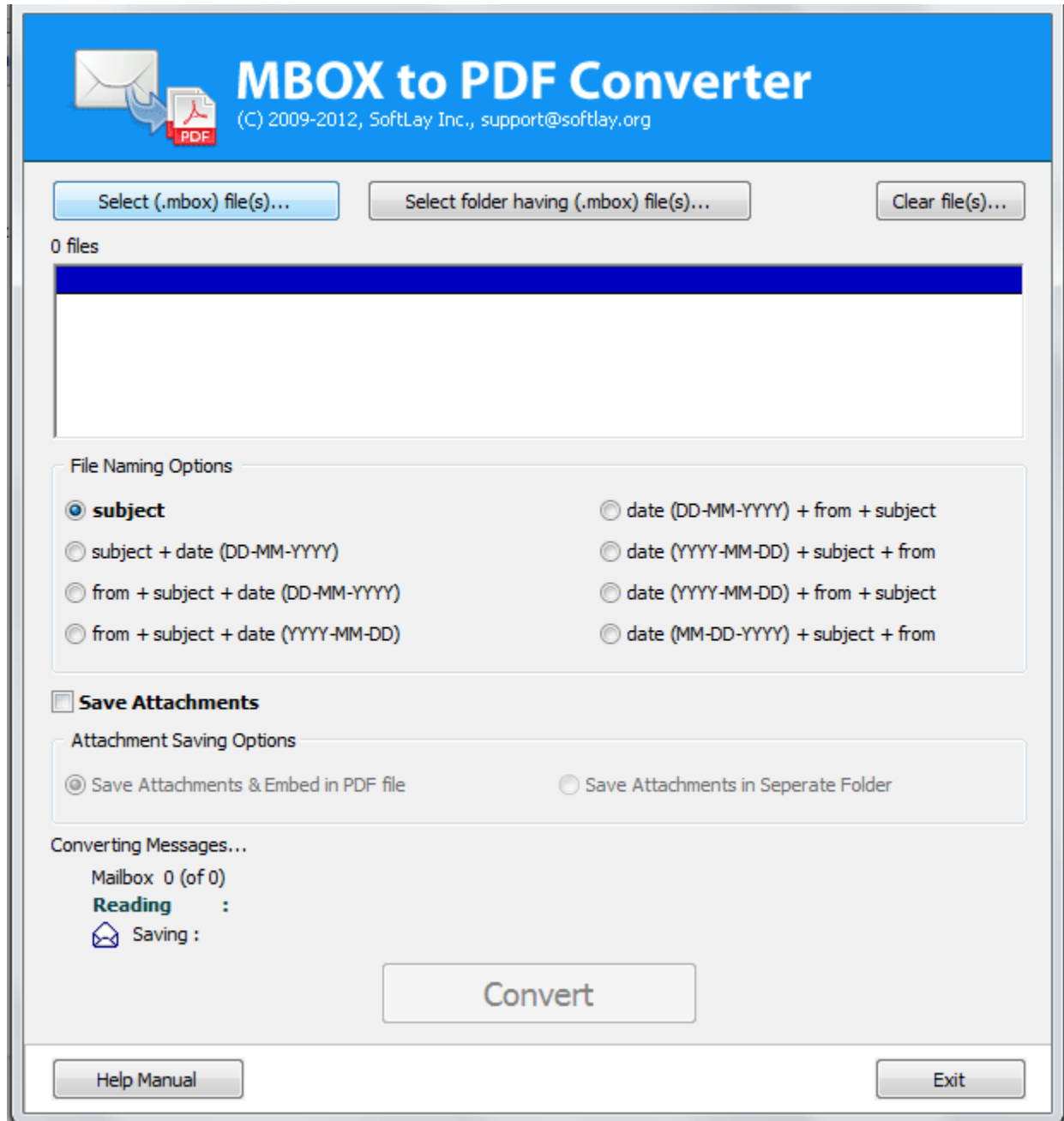


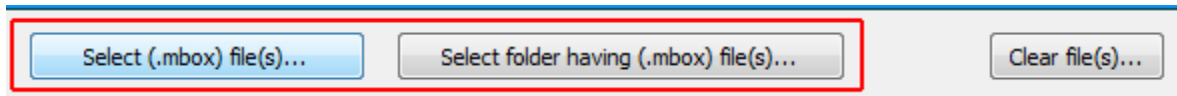
Know How to Convert MBOX to PDF File?

Step-1: Install the MBOX to PDF Converter on Windows machine

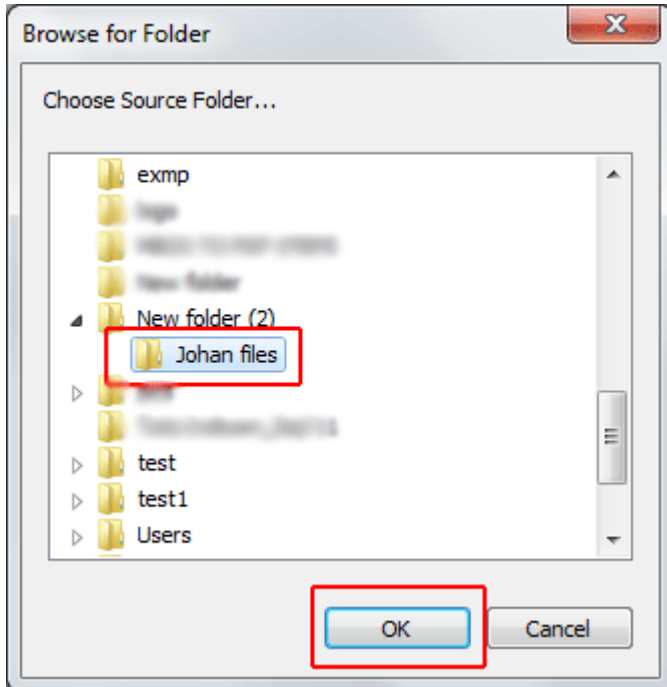
Launch **MBOX to PDF Converter software** (Go to Start » Program » **MBOX to PDF Converter** » **MBOX to PDF Converter**) then Software will display the following screen:



Step-2: Please click on **Select (.mbox) file (s)** button to select MBOX file one by one **OR** click on Select folder having (.mbox) file (s) to select the entire file at one time using our software as shown below:

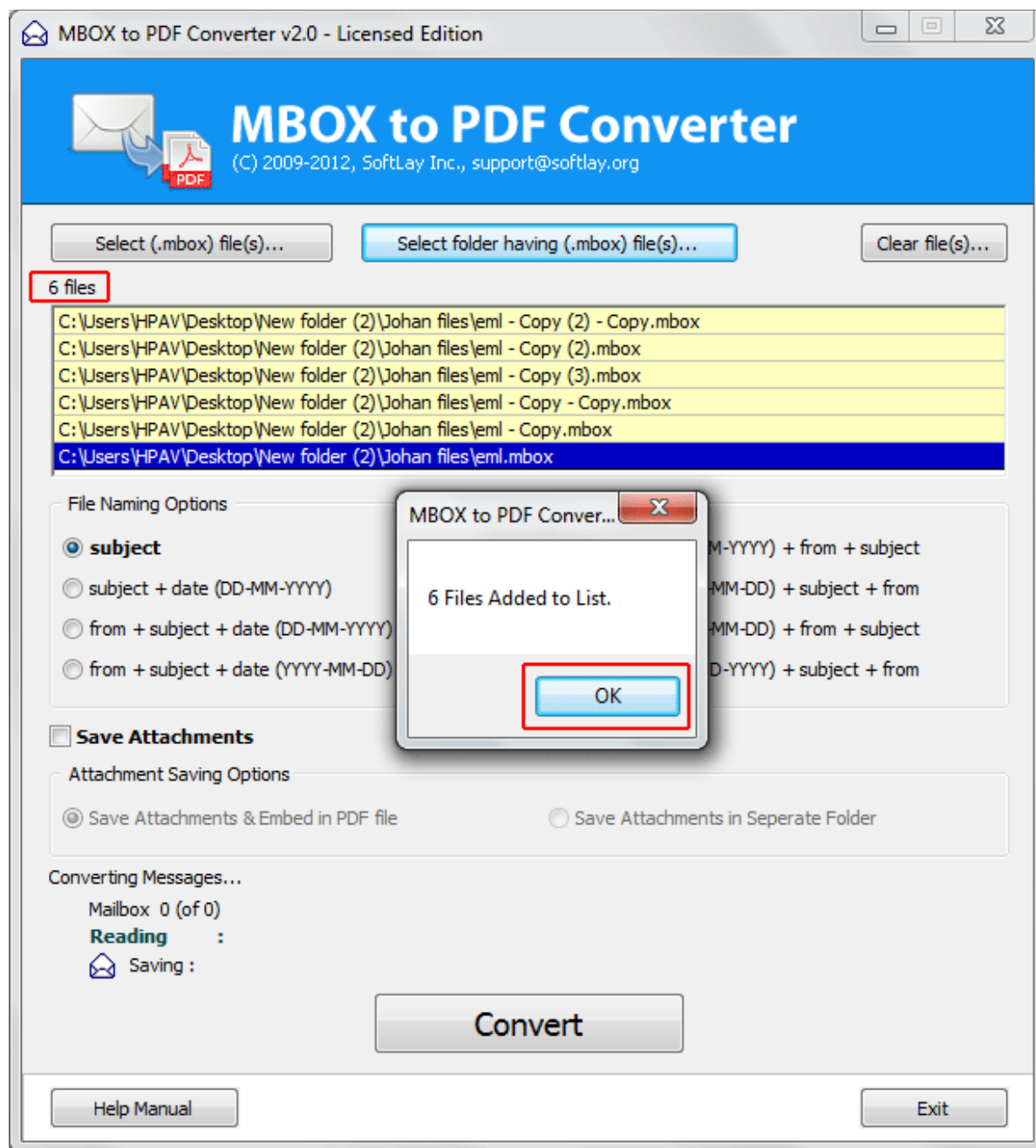


Important Note: Please copy the entire mbox files in a folder then browse the folder using **MBOX to PDF Converter** for **Batch conversion**. When you select the folder the below screen will appear.



After selecting the folder click on **OK** button to process to the next step.

Step-3: After selecting the folder software will extract the entire **MBOX** file and add all the files in list for conversion as shown in the screen below:



Now click on **OK** button and choose the **File Naming options** and **Save Attachments (Attachment Saving Options)** according to your need.

File Naming Options

☐ **subject**
☐ date (DD-MM-YYYY) + from + subject
☒ **subject + date (DD-MM-YYYY)**
☐ date (YYYY-MM-DD) + subject + from
☐ from + subject + date (DD-MM-YYYY)
 ☐ date (YYYY-MM-DD) + from + subject
☐ from + subject + date (YYYY-MM-DD)
 ☐ date (MM-DD-YYYY) + subject + from

- you can choose the File Naming option which means how you want to save your PDF file by **Subject, Subject + Date (DD-MM-YYYY), From + Subject + Date (DD-MM-YYYY), From + Subject + Date (YYYY-MM-DD), Date (DD-MM-YYYY) + From + Subject, Date (YYYY-MM-DD) + Subject + From, Date (YYYY-MM-DD) + From + Subject, Date (MM-DD-YYYY) + Subject + From**. These all options will help you to save and find your converted PDF file.
- After selecting right and easy option by you to save PDF you have to tick (check mark) Save Attachments option and then you can choose **Save Attachments & Embed in PDF file** option or you can choose **Save Attachments in Separate Folder** option to show output of your MBOX file into PDF format.

☒ **Save Attachments**

Attachment Saving Options

☒ Save Attachments & Embed in PDF file
 ☐ Save Attachments in Seperate Folder

Step-4: After selecting all the options according to your need, click on **Convert** button to start the conversion of your **MBOX to PDF** files.

Converting Messages...

Mailbox: 0 (of 0)

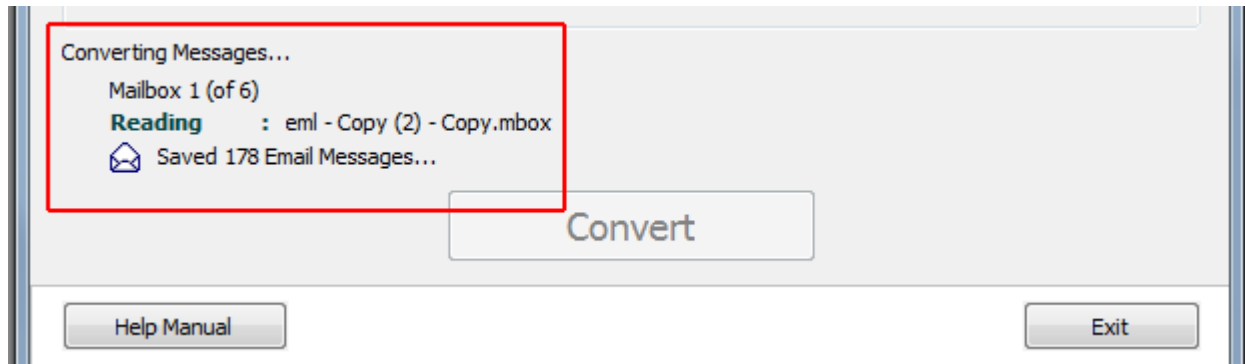
Reading :

Saving :

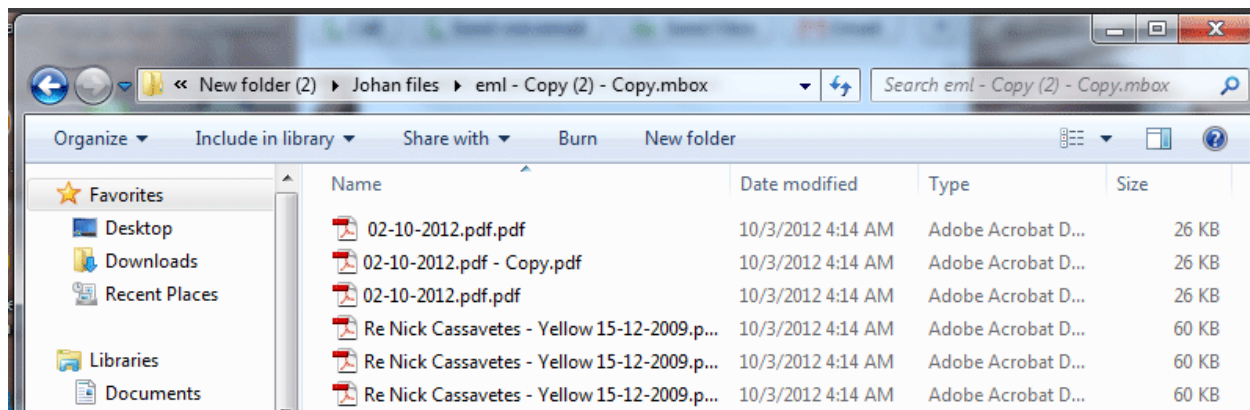
Convert

Help Manual Exit

Now as you can see conversion process of MBOX to PDF file has been started as showing in the below screen and you can see the converting messages and reading process of MBOX file.



After complete the conversion it will prompt a windows which will show the conversion is complete. Then you can view your MBOX emails in PDF files, you can check your PDF files which you saved in the location you have chosen before starting the conversion process.



Thanks for following the steps!