

## Importing and Exporting Thunderbird Mail Filters

This tutorial will explain how to copy Thunderbird mail filters using the *Thunderbird Message Filter Addon.* If you are using a University supported machine the Add-On is installed but you may need to enable it. If you are using your personal machine, you will need to complete the steps to install the Add-On.

## Enabling the Add-on on your University supported machine:

- 1) Click Tools and then click Add-ons
- 2) Click **Extensions**
- 3) Click **Enable** for **Thunderbird Message Filter Import/Export Enhanced** (if you do not have the option for Enable, the Add-on has already been added).



## Downloading the "Thunderbird Message Filter Import/Export Enhanced" Add-on to your personal machine:

1) Click Tools and then click Add-Ons



2) Select Get Add-ons



3) In the top right-hand search box, enter the search term: message filters and press ENTER



- 4) The first page of search results will be displayed. Scroll to the bottom of the page and click the link that says **See all 60 results** (the number of results may vary)
- 5) On the next page of results, find the Add-On titled **Thunderbird Message Filter Import/Export Enhanced** as shown below, and click on **+ Add to Thunderbird**

Thunde	erbird Message	Filter Import/	Export Enhand	ced	+ Add to Thunderbir
Thunderbi	rd Message Filter Imp	ort/Export Enhance	ed is a compatibility	port of Wind Li's	
add on.					
Original ad	dd on here: https://ad	dons.mozilla.org/er	-US/thunderbird/ad	don/thunderbird-	
message-	filter-imp/				
****	(42) · 26,243 users				

6) A warning message will pop up regarding downloading unknown Add-ons. For this particular add-on, it is OK to click **Install Now** even though the author of the Add-On has not been verified by Mozilla.org.

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V	Thunderbird Message Filter Import/Export Enhanced (Author not verified,

You will need to restart Thunderbird for the new Add-on to be activated.

## Using the Add-On to export your Thunderbird mail filters from your old account and importing them into your new MSU Google Mail account

1) Once Thunderbird has been restarted, you'll need to first export the message filters from your old mail.montclair.edu account. Click on the **Tools** menu and select **Message Filters**.



2) In the Message Filter window, click the drop down arrow for Filters for: and select your old mail.montclair.edu account. In the example below we have selected Filters for: smithj@mail.montclair.edu, which is the name of our Thunderbird account profile for our old email account. The filters for your old email account will be shown in the box under Filter Name (there are no filters shown in the example screen shot below)

	Message Filters	3	
Filters for: 🙆 sm	ithj@mail.montclair.ed	du ᅌ	Q Search filt
Enabled filters are run shown below.	automatically in the order	0 items	
Filter Name		Enabled	New
			Edit
			Delete
			Move to Top
			▲ Move Up
			▼ Move Down
			Move to Bottom
			Export Filters
Due as laste d filter (s) a			Ciltar Lon

- Click Export Filters and save your filters to a file name of your choosing. Pick something descriptive like "My Thunderbird mail filters" and be sure to note which directory/folder the file is saved to.
- 4) Next we will need to Import that saved filter file into your new MSU Google Mail account profile in Thunderbird. From the **Tools** menu select **Import Filters.**

Tools	Window	Help		i
Save Add- Activ Chat Join	d Files ons ity Manage status Chat	r		► Ж1
Mess	age Filters			
Impo	rt Filters			
Run I Run I	Filters on Fe	o <mark>lder</mark> lessage		

5) A small dialog box will be displayed asking you to select the account you want to import the filters into. Select the name of your new MSU Google Mail account profile. In the example below the new MSU Google Mail account profile is called **MSU Gmail**.

	Import Message	e Filters	
Choose Account:	MSU Gmail	Image: Contract of the second seco	Import

- 6) Click the **Import** button and select the filter file that you created in step #3. When the import has finished you will see an informational message reminding you to check the newly imported filters to make sure they are referring to the correct folder locations in your new account (see below).
- 7) Click **OK** to restart Thunderbird

	[JavaScript Application]
22	Import Finished.
	But it seems that you import your filters to a diferent
	account to what you exported from, please check if all the filter rules refer to the right folders after restart
	Do you want to restart your Mozilla/Thunderbird now?

8) After Thunderbird restarts, select **Tools** and then select **Message Filters** 



9) Make sure you have selected your new MSU Google Mail account and that you can see the newly-imported message filters. You now need to edit each of those mail filters to make sure that any filters that have an action to move a message to a particular folder has the correct account reference and folder name. In the example below we are selecting the filter named "New TLD domains" and clicking Edit

	Message Filters	6	
Filters for:	MSU Gmail	0	Q Search fill
Enabled filter shown below.	s are run automatically in the order	10 items	
Filter Name		Enabled	New
		× 1	Edit
		×	Delete
			Move to Top
New TLD do	mains	×	▲ Move Up
-		•	✓ Move Down
		2	Move to Bottom
		•	Export Filters
Run selected	filter(s) on: 🕒 Inbox ᅌ 🛛 F	tun Now	Filter Log

10) In the edit window for the "New TLD domains" filter, we need to change the destination folder so that it references the new MSU Gmail account and folder name and not the old mail.montclair.edu account and folder name that came over from the filter export file.

		coouge rintero
ilter name: New TLD	domains	
Apply filter when:		
🗹 Manually Run		
Getting New Mail:	Filter before Junk	Classification
Archiving		
After Sending		
Match all of the follow	wing OMatch any c	of the following Attch all messages
From	contains	<ul> <li>⇒ accountant</li> <li>+ -</li> </ul>
From	ᅌ contains	<ul> <li>◇ .win</li> </ul>
		e.
errorm these actions:		
Move Message to		Quarantine on MSU Gmail
	10040	
Contract of the second s	ation to refere	ence the correct folder on
dit the folder loc	anda Maller	
dit the folder loc our new MSU Go	oogle Mail acco	ount, not your old account
dit the folder loc our new MSU Go Actions that follow the	ne 'Decrypt Permane	ount, not your old account ently' action are not supported.

11) Be sure to edit all of your imported filters to make sure the "action" section is using the correct folder on your new MSU Google Mail account and not pointing to any old account/folder locations that came over from the export file.