

PShareEmail App

- App Name: pShareEmail
- Version: 1.0
- Date: November 10, 2024

Introduction

pShareEmail is a comprehensive Outlook application designed to enhance users' ability to save their emails in any of the 365 possible locations, including OneDrive, Teams, or SharePoint document libraries.

Additionally, pShareEmail allows users to quickly view all emails sent by a selected user or locate documents within folders across 365.

Whenever a user wants to save an email in a specific document library (SharePoint, OneDrive, Teams) or SharePoint List, the app first reads all existing metadata from the specific folder, allowing the user to make changes accordingly.

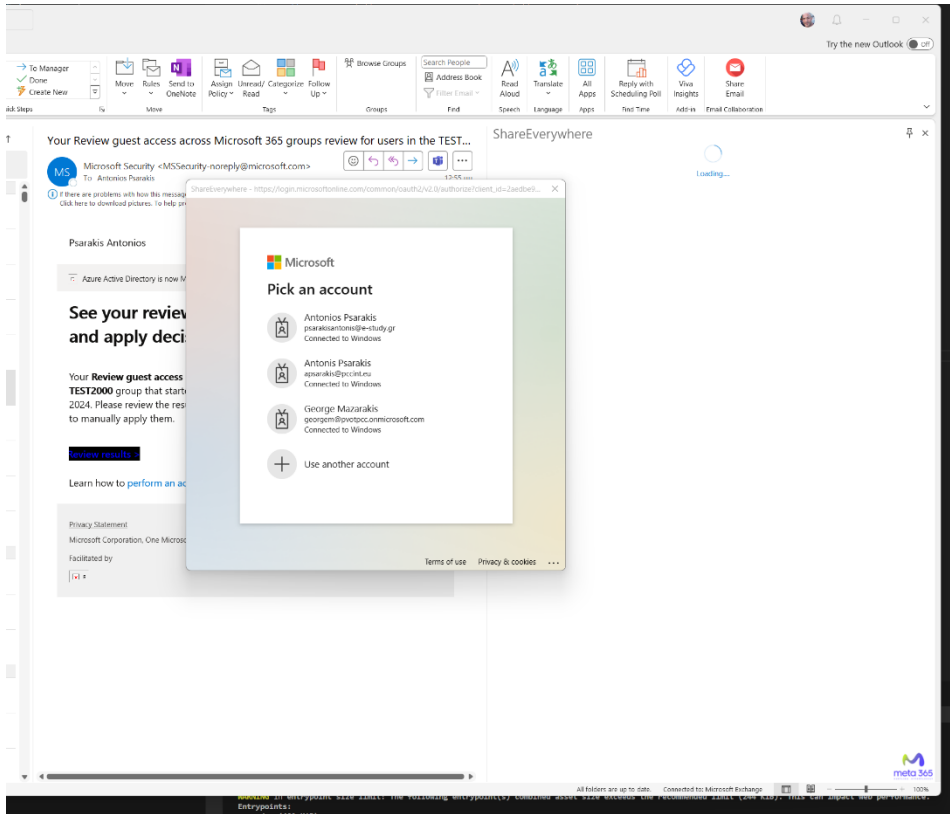
The email and the selected attachments will be saved as a PDF document and an EML file with its metadata in the appropriate location. For example, if a user selects a specific path from a document library, a new folder will be created with the name of the email subject and the date and time the email was sent. The folder will include a PDF document named originalMail.pdf with the content of the selected email, all attachments, and the original email as an EML file.

But pShareEmail does not stop there. You can also send the selected email and its attachments to the tags of a specific team channel or select specific users of a team to send the email and its attachments in a new chat.

Additionally, users can use the pShareEmail App at any time to navigate their 365 locations in OneDrive, Teams Channels Document Libraries, and SharePoint Document Libraries to find the documents contained there. After finding the desired document, users can easily create a shareable link to send in a new email.

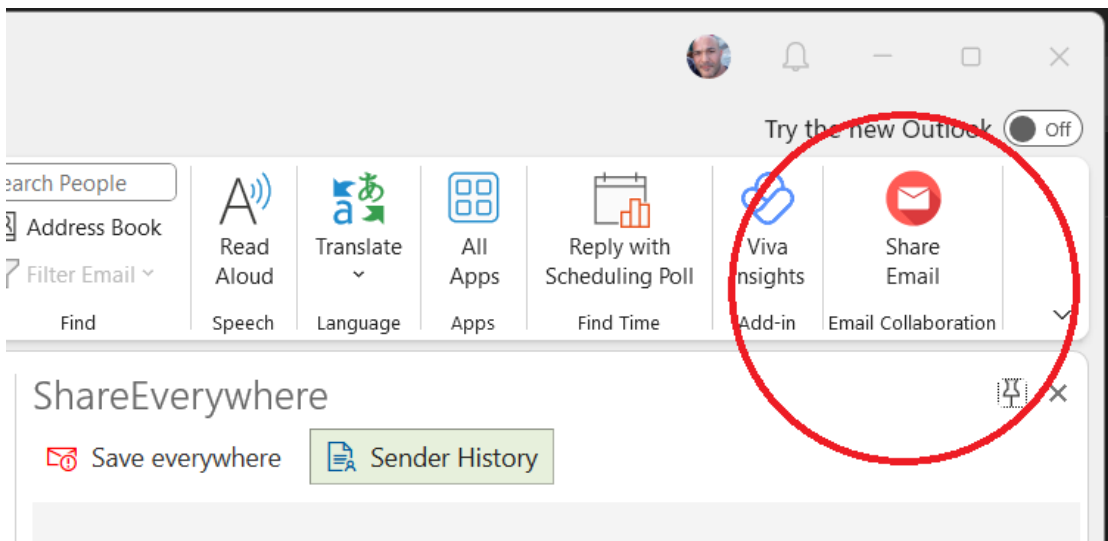
Detailed Description.

Before any action the user have to authenticate by Microsoft Entra and an administrator consent for the App use.



Installation.

pShareEmail follows the typical requirements of a SAAS Solution.



Basic Functionality

The App can help user into the following tasks.

1. To Save the email into the user 365 ecosystem which includes the user's OneDrive, teams that the user is member and the SharePoint Document libraries or lists that the user has access.
2. Every time the user decides to save an email can also change or update the metadata of the original destination of the saved email.
3. The user can find easily the document that he wants inside the above repositories and can create shareable links and insert them inside his emails.
4. The emails can be saved as entities inside separate folders including the original mail with all the attachments.
5. The user with just one click can have all the history of the received emails of a specific mail.
6. The user can also save the locations that he wants for later use.
7. The user can instantly visit the saved locations.
8. The user can create any time shareable links for the saved emails or other documents and send them into his emails.

File And Mail Management

After the user selects the pShareEmail App of the outlook ribbon see the following three PShareEmail

SaveTo Locations

psarakisantonis_e-study_gr

Copy To OneDrive







- Apps
- Attachments
- Desktop
- Developing
- Documents
- Entities
- FolderA
- FormPersonal
- Meetings
- Microsoft Copil...
- Microsoft Teams...
- Notebooks
- OfficeMobile
- Pictures
- Recordings
- TestFolder
- Accounting
- Customers
- Sales
- trashOLD
- Whiteboards
- Δικά μου Docume...

Copy To Teams

Copy To SharePoint



Contained Documents




File Details

 	BPM-03-PROCESS MODELLING-V
09/12/2024, 12:46	Antonios Psarakis
 	LINEAR-ALGEBRA-SHEN.PDF
09/12/2024, 12:46	Antonios Psarakis
 	MODULE 1.DOCX
09/12/2024, 12:46	Antonios Psarakis

sections. For

each section the user has access to his own OneDrive, To Teams that his member and to the SharePoint Sites that has access.

PShareEmail  





















 SaveTo  Locations  History

Demolninvite > Shared Documents > General

1 Mail(s) ready to go

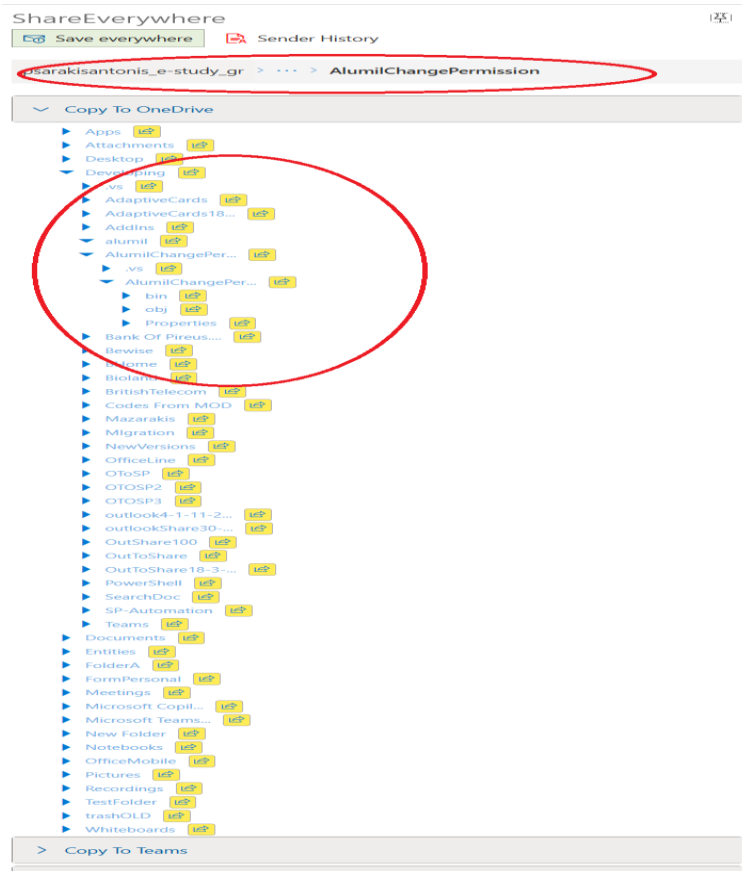
> Copy To OneDrive

∨ Copy To Teams

- ▶ Demo Pilot Team
- ▶ Architecture Team
- ∨ Demolninvite
 - ▶ PrivateChannel1  
 - ▶ teststandard  
 - ▶ sharedChanel2  
 - ▶ sharedChannel  
 - ∨ General  
 - ∨ Documents 
 - ∨ General 
 - ▶ Antonis Psaraki... 
 - ▶ ANTONISFOLD 
 - ▶ apsarakis2 
 - ▶ apsarakis3 
 - ▶ C-SHARP 
 - ▶ Panagiotis Krom... 
 - ▶ TAIPED 
 - ▶ TestFolder 
- ▶ testsite1
- ▶ Company Main
- ▶ TEST2000
- ▶ SalesCompany
- ▶ ΔΟΚΙΜΑΣΤΙΚΟ TEAM

> Copy To SharePoint

For every selected section the user can navigate inside the libraries of OneDrive, selected Team or Selected SharePoint Site.



For each selected folder the user has two options. To select the header where the full path is displayed and get all the metadata of this specific location or to select the yellow button next to folder name. In that case will have all the files contained into that specific folder.

PShareEmail

SaveTo

Locations

psarakisantonis_e-study_gr

Copy To OneDrive

- ▶ Apps
- ▶ Attachments
- ▶ Desktop
- ▶ Developing
- ▶ Documents
- ▶ Entities
- ▶ FolderA
- ▶ FormPersonal
- ▶ Meetings
- ▶ Microsoft Copil...
- ▶ Microsoft Teams...
- ▶ Notebooks
- ▶ OfficeMobile
- ▶ Pictures
- ▶ Recordings
- ▼ TestFolder
- ▶ Accounting
- ▶ Customers
- ▶ Sales
- ▶ trashOLD
- ▶ Whiteboards
- ▶ Δικά μου Docume...

Copy To Teams



Copy To SharePoint

Contained Documents



File Details

  **BPK-03-PROCESS MODELLING-V**

09/12/2024, 12:46 Antonios Psarakis

  **LINEAR-ALGEBRA-SHEN.PDF**

09/12/2024, 12:46 Antonios Psarakis

  **MODULE 1.DOCX**

09/12/2024, 12:46 Antonios Psarakis

Create a Shareable Link

For Each file if the user click the link of the left of the filename a new file link is created with View only permissions and the user can then paste the link from the clipboard.

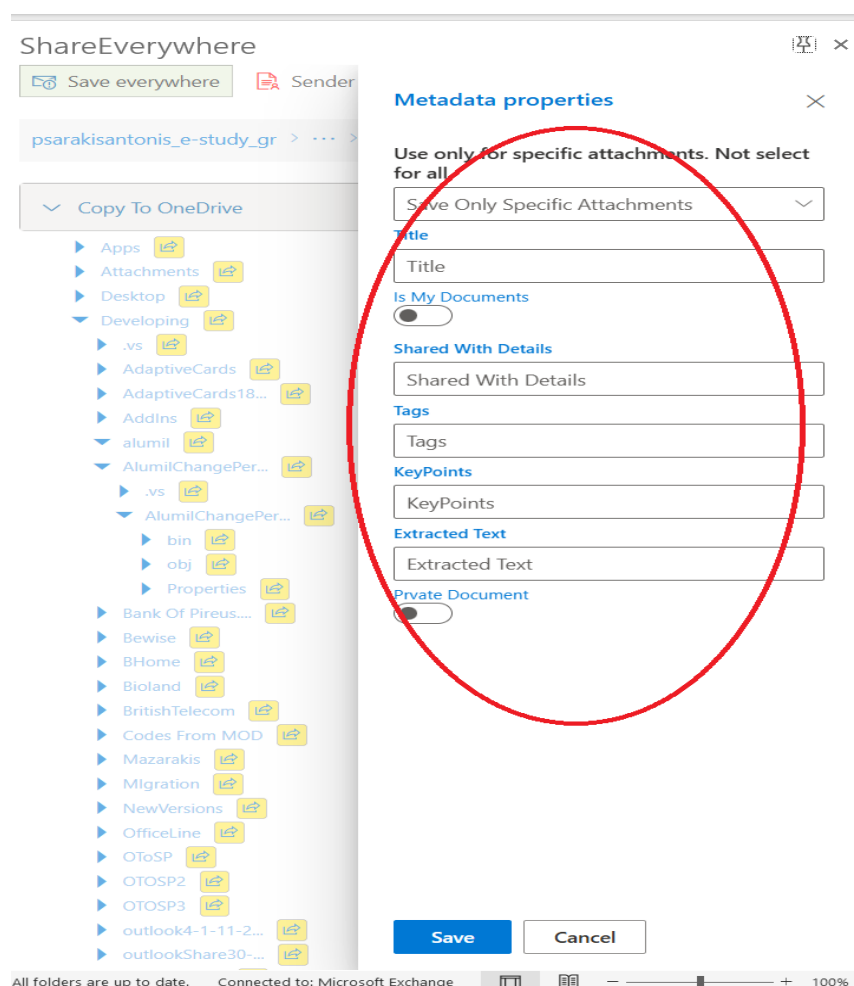
Preview Documents

Click the preview icon next to the file name to have a preview of the selected file

If the user click on the top of the displayed Path then can see all the available metadata exist already for the selected document library he wants.

Selects attachments into different destinations or update metadata

If the user selects to save the email and choose a specific path from the top



The user can change the metadata accordingly and save the mail with its attachments.

Teams Functionality

In case the user selected Team can also navigate inside channels and inside Channel Document Library.

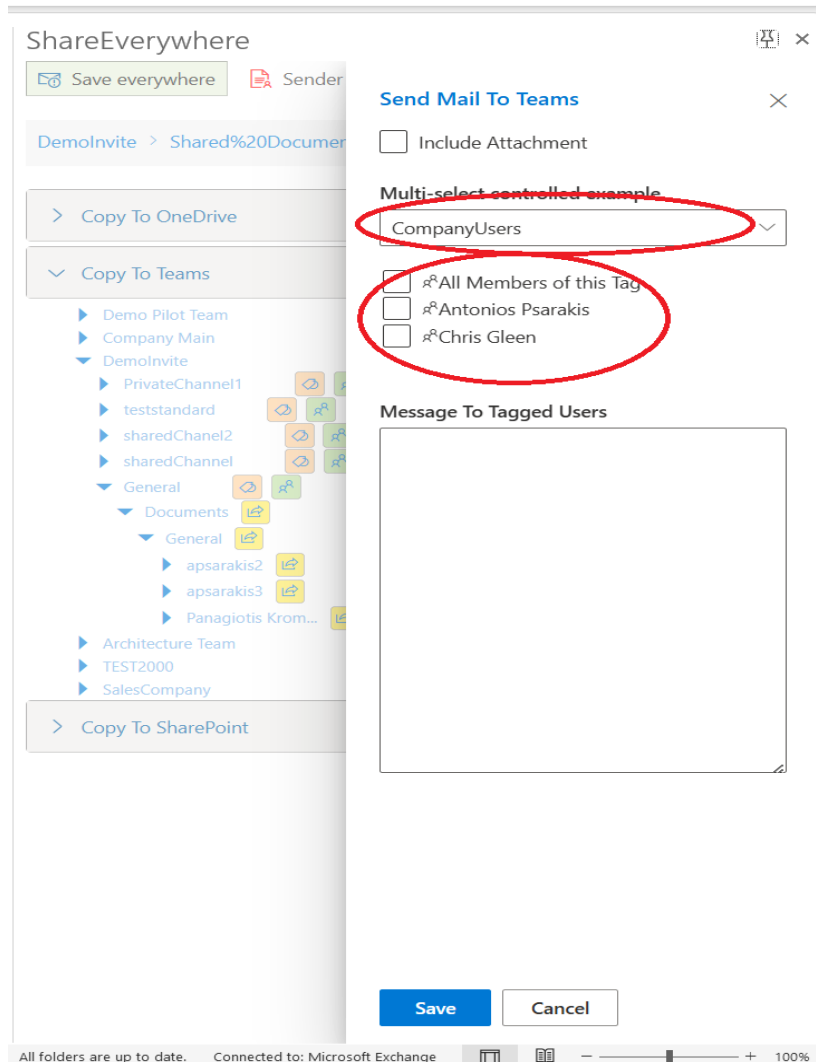


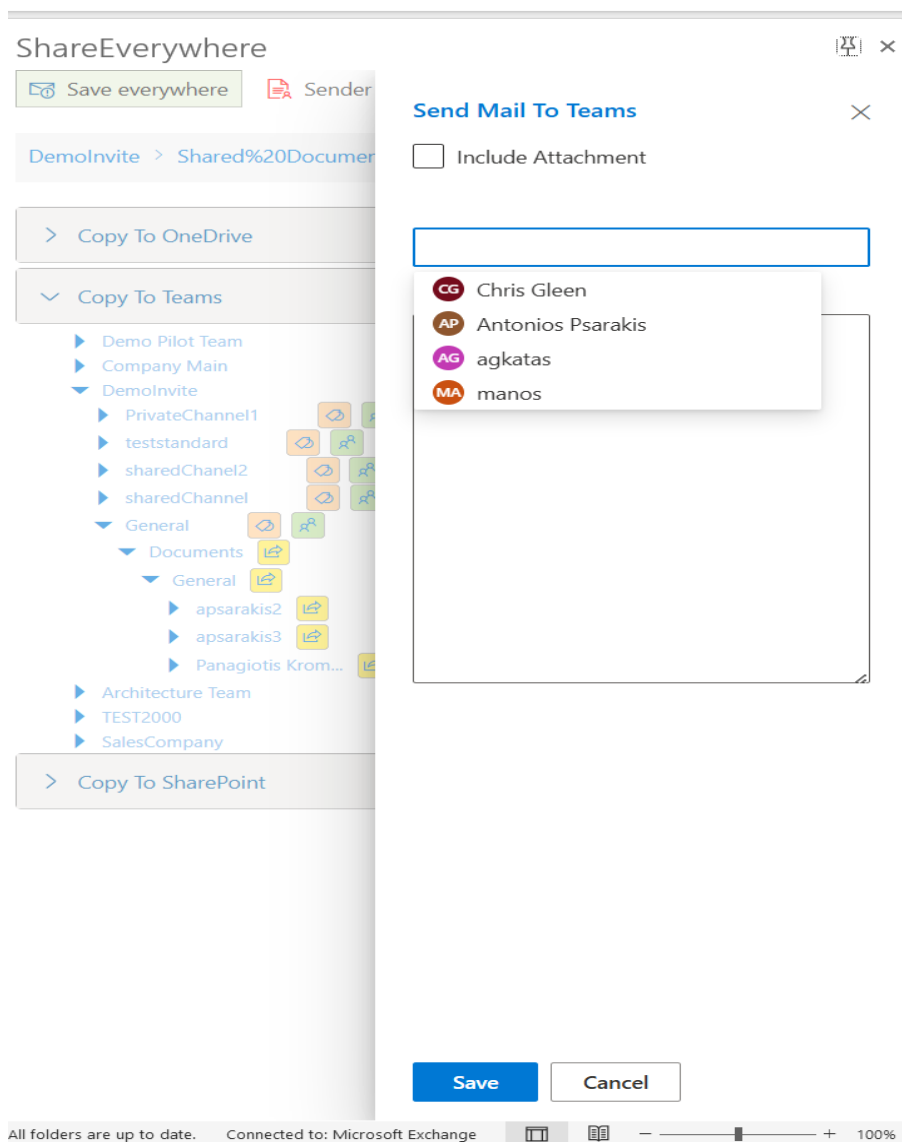
In this case has three options.

First the user can select the yellow button to see the contained documents or next to Channel name can select the red button where can send the email and its attachment to Specific Channel Tags or select specific users from that tag .

Send Email to Channel tags or specific users

Second if the user select the green button next to Channel Name can send the Email and its attachment to specific users inside Team.





See Sender History

If the user has selected a specific email and choose Sender History can see all the mails received by that specific email. The user can have preview or directly opens an mail from the history list.

