Cheatography

Gmail Search Operators (Single Column) Cheat Sheet

by Cheatography101 (Cheatography101) via cheatography.com/122590/cs/22948/

Gmail Search Operators		
Specify the **sender**	from:	Example: from:ricky
Specify a **recipient**	to:	Example: to:luke
Specify a recipient **who received a copy**	cc: bcc:	Example: cc:kesha Note: You can't find messages that you received on bcc.
Words in the **subject line**	subject:	Example: subjec t:beach
Messages that **match multiple terms**	OR or { }	Example: {from:luke from:k esha} Example: from:luke OR from:kesha
Remove messages from your results	-	Example: bed -hotel
Results that **match** a word **exactly**	+	Example: +airplane
Messages that have a certain **label**	label:	Example: label: medical
Messages that have an **attachment**	has:at tac hment	Example: has:at tac hment
Messages that include an icon of a certain **color**	has:ye llo w-sta r has:bl ue-info	Example: has:pu rpl e-star
Search for messages that are marked as **important**	is:imp ortant label: imp orta nt	Example: is:imp ortant
Recipients in the **cc** or **bcc** field	cc: bcc:	Example: cc:kesha Note: You can't find messages that you received on bcc.
Chat messages	is:chat	Example: is:chat wine
Search by email for **delivered messages**	delive redto:	Example: delive red to: use rna me@ gma il.co m
Messages that have a **YouTube** video	has:yo utube	Example: has:yo utube
Messages from a **mailing list**	list:	Example: list:i nfo @ex amp le.com
Attachments with a **certain name** or **file type**	filename:	Example: filena me:pdf Example: filena me: wis hli st.txt
Messages in any **folder**, including **Spam and Trash**	in:any where	Example: in:any where movie
Search for an **exact word** or **phrase**	" "	Example: "wine and movie tonigh t"
Group multiple search terms together	( )	Example: subjec t:(wine movie)
Search for messages sent during a certain **time period**	after: before: older: newer:	Example: after: 200 4/08/28 Example: after: 08/ 28/2004 Example: before :20 04/ 28/08 Example: before :08 /28 /2004

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Gmail Search Operators (cont)

Search for messages **older** or **newer** than a **time period** using **d (day), m (month), and y (year)**	`older_ than:` `newer_ than:`	Example: `newer_ than:2d`

Starred, snoozed, unread, or read messages	`is:starred`
	`is:snoozed`
	`is:unread`
	`is:read`
		Example: `is:read is:starred`

Find messages with **words near each other**. Use the number to say how many words apart the words can be. Add quotes to find messages in which the word you put first stays first.	`AROUND`	Example: `flight AROUND 10 airport` Example: `" secret AROUND 49 birth d ay"`

Messages in a certain **category**	`catego ry: primary`
	`catego ry: social`
	`catego ry: pro motion s`
	`categ ory :u p dates`
	`catego ry: forums`
	`catego ry: res erv at ions`
	`catego ry: pur chases`
		Example: `categ ory :u p dates`

Messages **larger** than a certain size in bytes	`size:`	Example: `size:1 000000`
Messages **larger or smaller** than a certain size in bytes	`larger:` `smaller:`	Example: `larger:10M`

Messages that have a Google **Drive, Docs, Sheets**, or **Slides** attachment or link	`has:drive`
	`has:document`
	`has:sp rea dsheet`
	`has:pr ese ntation`
		Example: `has:drive`

Messages with a certain **message-id header**	`Rfc822 msgid:`	Example: `rfc822 msg id: 200 592 @ex amp l e.com`
Messages that have or don't have a **label**	`has:us erl abels` `has:no use rlabels`	Example: `has:no use rlabels` Note: Labels are only added to a message, and not an entire conversation.

When using numbers as part of your query, a space or a dash (-) will separate a number while a dot (.) will be a decimal. For example, 01.2047-100 is considered 2 numbers: 01.2047 and 100.

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