

If you have a large GMail box you will indefinitely need to do some search function to find an particular email.

The first thing you should do to categorise and store important emails are to create Labels and assign the emails to these labels. But time to time you may want to search the mail box to find emails so below are some tip in your searches to narrow down what you are looking for.

To search within email in a label use... ***label: {Label1 Label2}*** for single word labels

... ***label:Label-Three label:Label-Four*** for mutiword labels

To find exclude messages from the labels... ***-label:Label1***

To search for every message that has a label... ***has:userlabel***

To search for every message that has no label... ***has:nouserlabels***

To search emails with attachment.. ***has:attachement***

To search in combination... ***email:jackie@email.com*** ***has:attachment***

To search with filename... ***email:jackie@email.com filename:jpg***

For more info on general GMail search tips click [here](#) . For tips on specific search tips click [here](#)