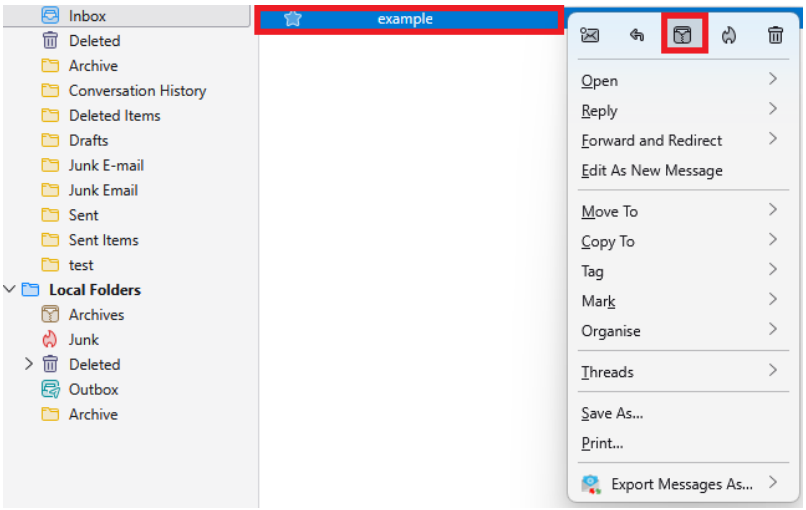
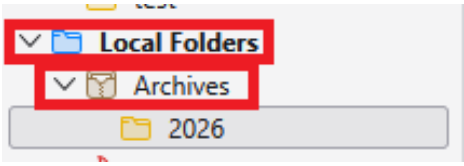
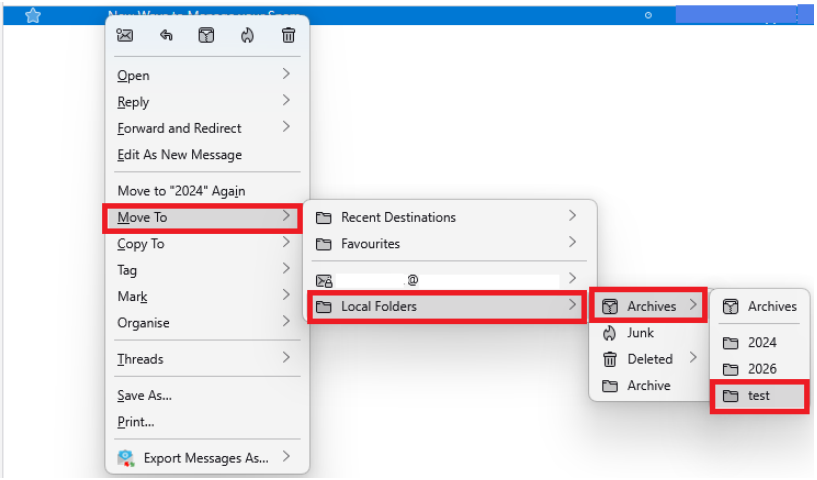
Guide to Archiving Email on Thunderbird

1. Select the email (s) you want to archive and right click. Then Click the Archive icon (The folder) on the top of the dropdown menu



2. The emails will be stored under "**Local Folders"** (on the left) > "**Archives"** > the folder by date.



The other option is to specify a folder by selecting the email(s) and right click. Click "**Move To**" **Local Folders> Archives>** "the specific folder"