What’s the difference between archive and delete in Gmail?

Tell Me

Archiving allows you to move messages out of your **Inbox**. Deleting a message labels it as **Trash**

1. The **Archive** feature can be used to move messages out of your **Inbox** and into your **All Mail** label
   1. **All Mail** is your archive
   2. To see a list of archived messages, click on **All Mail**. Archived messages are also available by searching, and under any assigned labels
2. When someone responds to a message you’ve archived, the conversation containing that message will reappear in your inbox
3. **Messages in Trash**
   1. Will be deleted in 30 days
   2. Will not be available in **All Mail** or in search results unless you use advanced search options and include the query in:​ anywhere

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