

Gmail Cleaner

See the recommendations. Keep what matters. Approve every mailbox change.

Bruno reads Inbox previews and proposes filing or cleanup. You review the real folders and email examples before applying changes. This guide follows normal monthly Gmail Cleaner, including a protected receipt, a finished clean and the separate mark-as-read action.

Before you start

- Connect the exact Gmail account you intend to use. Google handles its sign-in; your Google password does not go into Bruno. Connection alone does not start a scan.
- Monthly access permits repeated checks of new Inbox mail during the paid period, up to 100,000 per run. Existing one-time purchases keep their saved progress. The private experimental pilot is a separate feature and is not covered here.
- All mailbox data and actions shown here are fictional and simulated. A scan is not permission to label, archive, trash or mark emails read. Read each confirmation; Gmail normally removes Trash after 30 days.

These screenshots show the actual Bruno interface with fictional Atelier Demo details and simulated responses. Requests, saves and results are examples, not real customer records or live provider actions.

01 Start with connection, access and review

03 Understand access before starting a clean

05 Recognize the saved queued scan

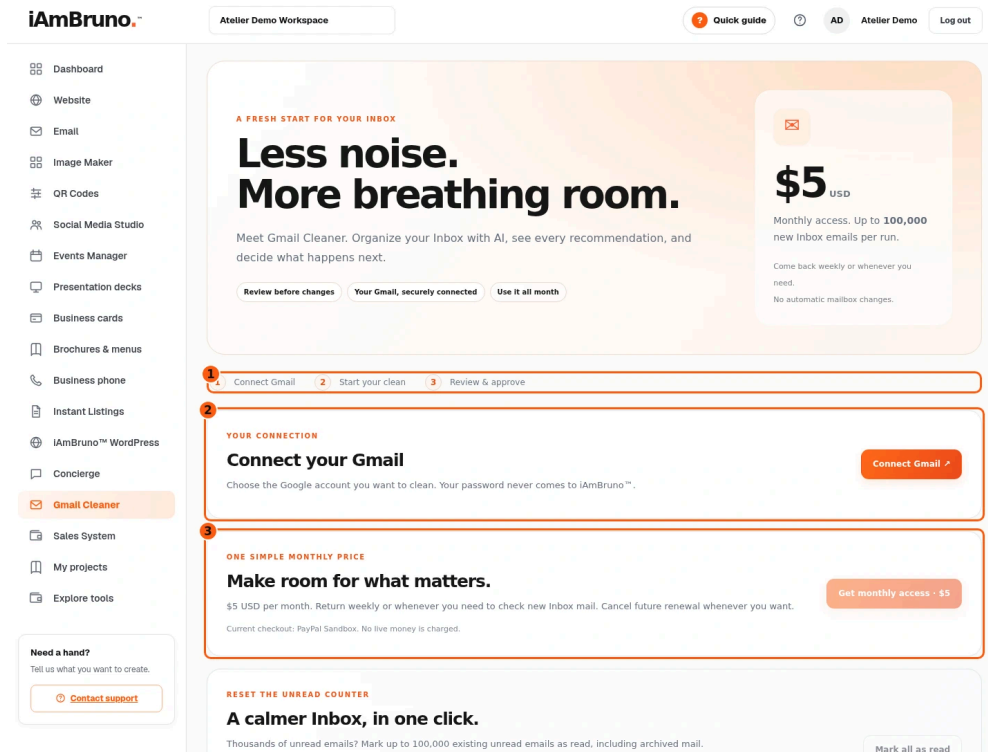
02 Verify the displayed mailbox

04 Check new mail during your paid month

06 Read progress without guessing the total

- | | |
|---|--|
| 07 Separate classification from applied changes | 08 Open the exact folder you want to review |
| 09 Read an email example before deciding | 10 Confirm what Label & archive will do |
| 11 Older saved proposal: review a protected record | 12 Older saved proposal: keep the receipt |
| 13 Review the remaining Trash action | 14 Apply the remaining recommendations deliberately |
| 15 Let source validation finish | 16 Know when approved writes are running |
| 17 Check applied counts in the saved review | 18 Separate action: mark existing unread mail read |
| 19 Follow the separate read-status pass | 20 Check the completed mark-as-read result |
| 21 Stop when a Gmail response is uncertain | 22 Reopen a saved clean instead of starting over |
| 23 Resume a paused classification carefully | 24 Cancel only future monthly renewal |
| 25 Read the paid-through cancellation status | |
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01 Start with connection, access and review



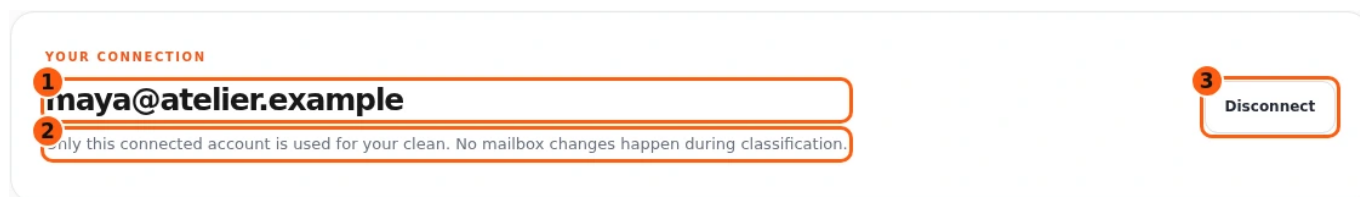
Atelier Demo · Example account and simulated responses.

- 1 The three separate stages.
 - 2 Connect the intended Gmail account.
 - 3 Monthly access and scan controls are separate.
1. Choose Gmail Cleaner in the dashboard menu. The three stages are Connect Gmail, Start your clean, and Review & approve.
 2. Choose Connect Gmail and complete the real Google account and permission screens when you use your own account. Those provider screens are not fabricated in this guide.
 3. Check the account you selected before proceeding. Our example simulates the approved connection; it does not sign into a real mailbox.

WHAT HAPPENS NEXT

After connection, the page displays the mailbox it will use.

02 Verify the displayed mailbox



Atelier Demo - Example account and simulated responses.

- 1 The connected mailbox identity.
 - 2 The connection and classification explanation.
 - 3 Disconnect revokes future access after confirmation.
1. Read the full mailbox address shown under Your connection. It must be the account whose Inbox you want to check.
 2. Only this connected account is used for the clean. No mailbox changes occur during classification.
 3. Disconnect is a deliberate access change, not a way to close the page. Paid cleans stay attached to their original connection and cannot be transferred to another Gmail account.

WHAT HAPPENS NEXT

You can resolve a wrong account before starting work.

03 Understand access before starting a clean

ONE SIMPLE MONTHLY PRICE

Make room for what matters.

1 5 USD per month. Return weekly or whenever you need to check new Inbox mail. Cancel future renewal whenever you want.

3 Current checkout: PayPal Sandbox. No live money is charged.

2 Get monthly access · \$5

Atelier Demo · Example account and simulated responses.

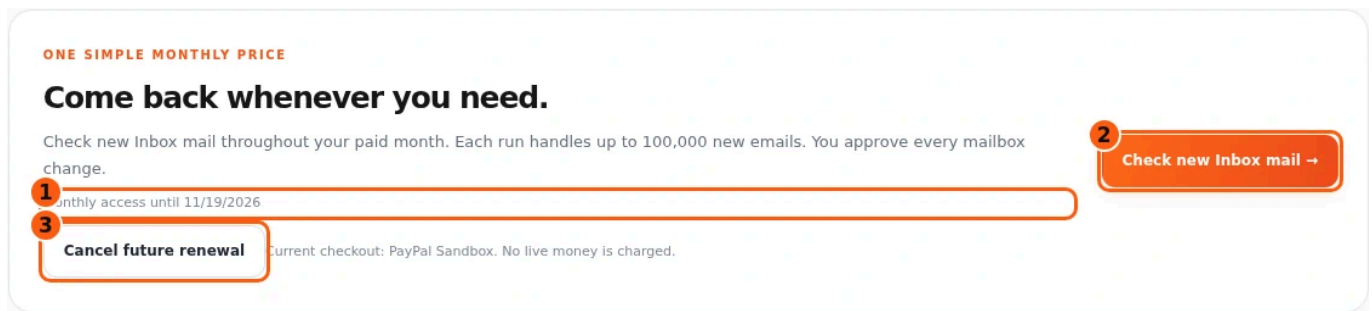
- 1 What access includes.
- 2 The current monthly access action.
- 3 The billing-environment disclosure.

1. A connected account without monthly access shows Get monthly access. Follow the account's actual checkout and wait for confirmed access before expecting a scan.
2. The illustrated environment says PayPal Sandbox; it does not charge live money. This guide makes no real payment or account purchase.
3. If you own an older one-time clean, reopen its saved progress instead of buying monthly access just to read it. Monthly access is optional for those existing purchases.

WHAT HAPPENS NEXT

Confirmed access unlocks the eligible scan controls; a connection is not a paid scan.

04 Check new mail during your paid month



Atelier Demo · Example account and simulated responses.

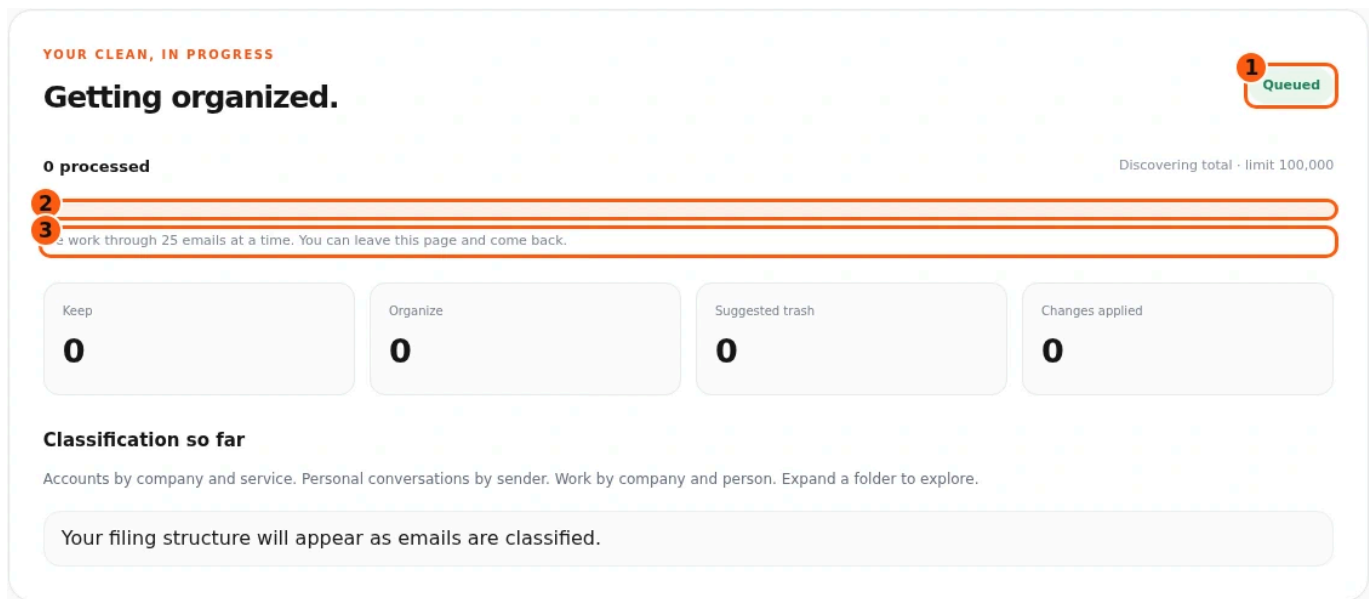
- 1 The current paid-through date.
- 2 Start one new Inbox check.
- 3 Cancel only future renewal if wanted.

1. An active monthly account shows its paid-through date and Check new Inbox mail. It can check new Inbox messages again during the paid period.
2. Choose Check new Inbox mail once when you want a new run. Only one scan can run at a time.
3. Cancel future renewal is a separate billing action. It does not cancel a saved scan or immediately remove access already paid for.

WHAT HAPPENS NEXT

The new check is saved and queued for this connected mailbox.

05 Recognize the saved queued scan



Atelier Demo · Example account and simulated responses.

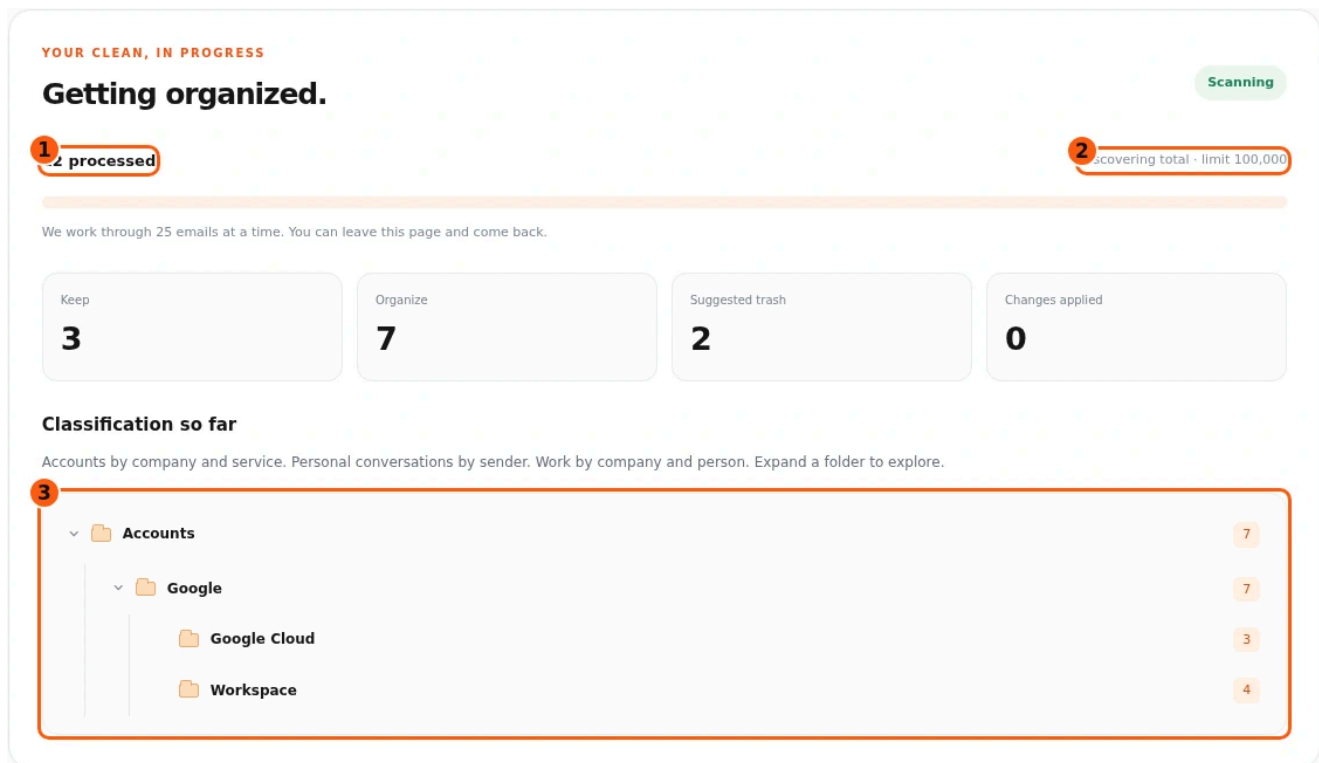
- 1 The queued saved-run status.
- 2 The total is not yet confirmed.
- 3 The background-work explanation.

1. The run panel appears with a queued status. Opening or leaving this panel does not apply recommendations.
2. The total is unknown at first. An indeterminate bar is honest progress, not a claim that zero or one hundred percent of the Inbox is complete.
3. You can leave and return to this saved run. Do not start duplicate checks because a large Inbox takes time.

WHAT HAPPENS NEXT

Bruno can classify previews while the page keeps saved progress.

06 Read progress without guessing the total



Atelier Demo · Example account and simulated responses.

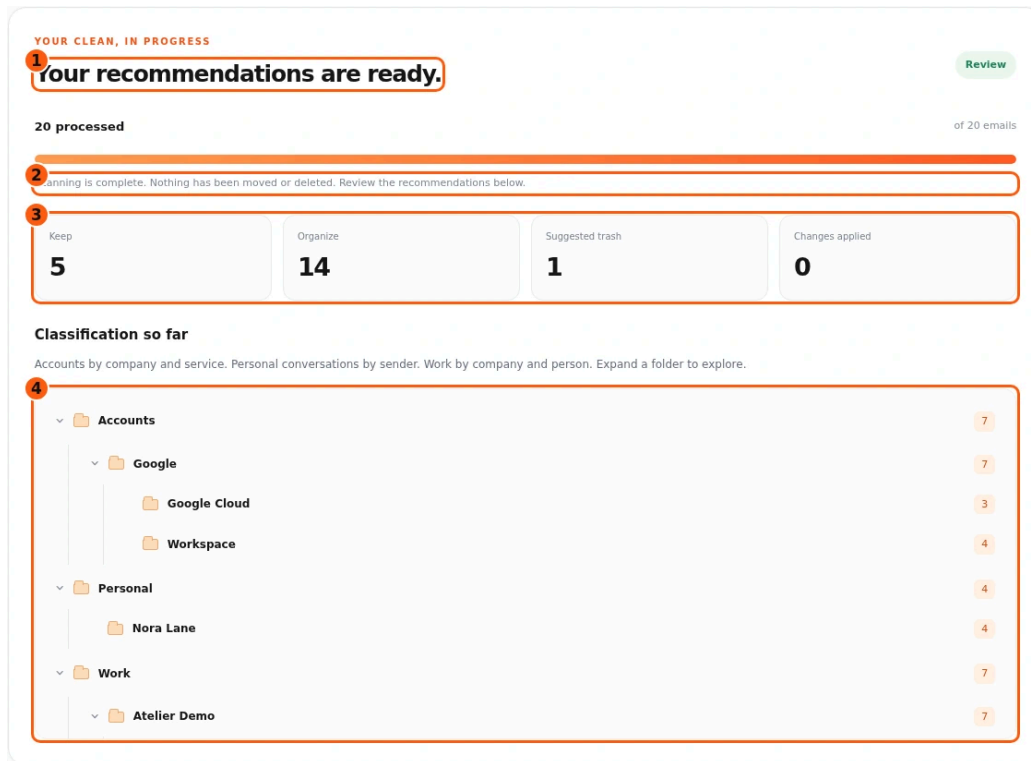
- 1** Messages processed so far.
- 2** The still-unknown total.
- 3** The developing classification hierarchy.

1. The example has processed twelve messages while the total is still being discovered. The interface does not turn an estimate into an exact percentage.
2. Classification folders begin appearing as messages are processed. A partial folder tree is not a finished filing operation.
3. No recommended mailbox move or deletion has happened. Wait for recommendations to be ready before reviewing and approving.

WHAT HAPPENS NEXT

The saved scan progresses toward a reviewable set of recommendations.

07 Separate classification from applied changes



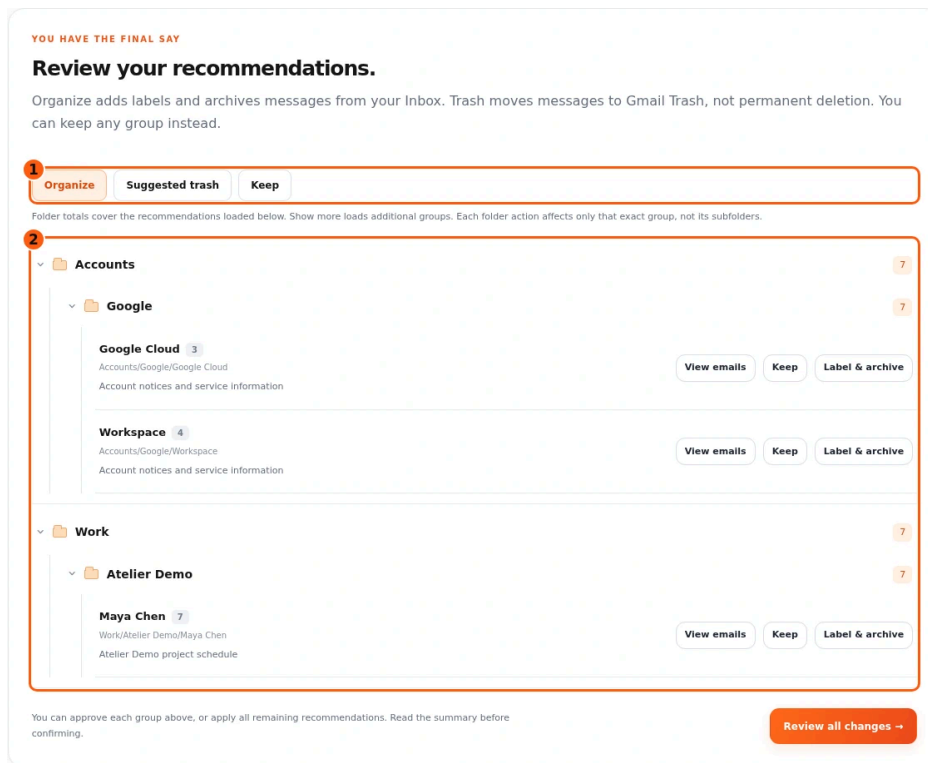
Atelier Demo - Example account and simulated responses.

- 1** The review-ready state.
 - 2** Nothing has been moved or deleted yet.
 - 3** The recommendation and applied-change counts.
 - 4** Actual nested classification folders.
1. Your recommendations are ready means scanning has reached review. Fresh monthly scanning keeps unsafe Trash suggestions automatically; this example has five Keep, fourteen Organize, one Trash and zero applied changes.
 2. Read Keep, Organize and Suggested trash counts. These are recommendations, not evidence that mail has already been moved.
 3. The hierarchy distinguishes Accounts by company and service, Work by company and person, and Personal by sender. Expand the folders to inspect their contents.

WHAT HAPPENS NEXT

You can review the specific recommendations before choosing any mailbox action.

08 Open the exact folder you want to review



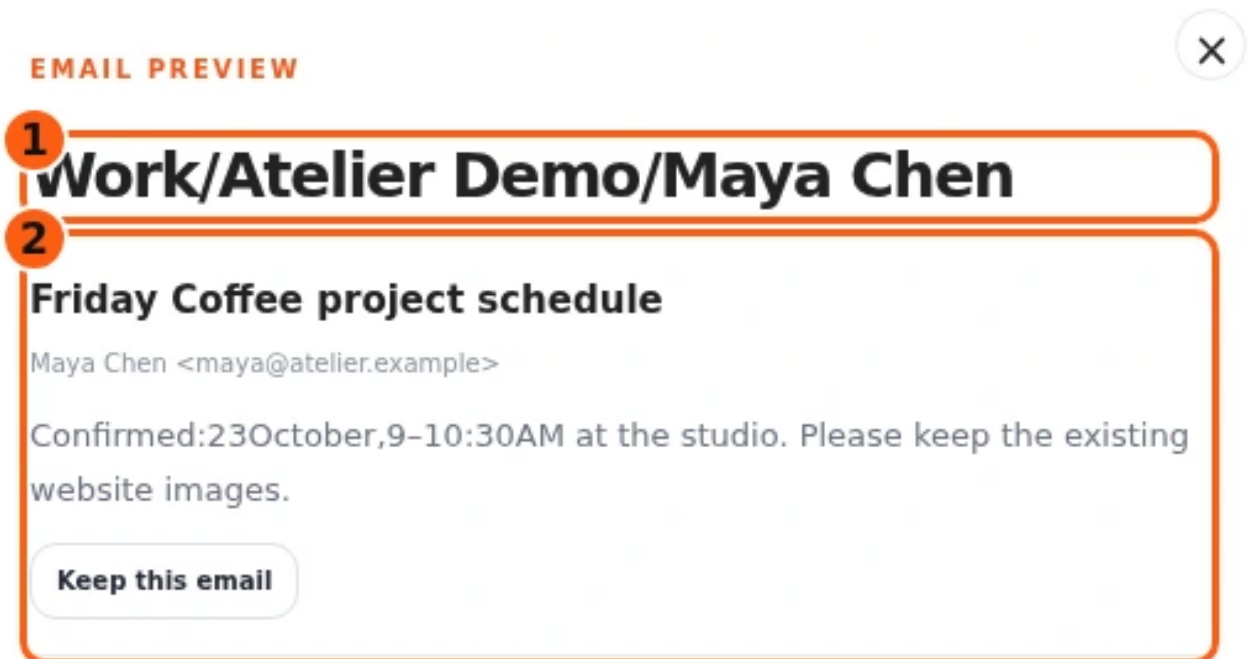
Atelier Demo · Example account and simulated responses.

- 1 The three recommendation types.
 - 2 The actual company/service/person hierarchy and leaf actions.
1. Choose Organize, Suggested trash or Keep to view that recommendation type. Expand parent folders to see their exact leaf groups.
 2. The example has Google Cloud and Workspace under Accounts → Google, and Maya Chen under Work → Atelier Demo. They are distinct groups with their own actions.
 3. A group action affects that exact group, not its subfolders. Show more loads additional groups when offered; parent totals cover the recommendations loaded below.

WHAT HAPPENS NEXT

You can inspect and decide about a precise group instead of approving an ambiguous parent folder.

09 Read an email example before deciding



Atelier Demo · Example account and simulated responses.

- 1 The exact group whose messages you opened. 2 The message subject, sender and preview.

1. Choose View emails on the intended leaf group. The dialog title confirms its exact filing path.
2. Read the fictional subject, sender and preview. This example is a Friday Coffee project schedule from Maya, not private customer mail.
3. Close the dialog to return to the group. Viewing an email preview does not label, archive or trash it.

WHAT HAPPENS NEXT

You can decide whether the proposed filing or cleanup fits the messages.

10 Confirm what Label & archive will do

PLEASE CONFIRM



Organize this group?

1 Add a label and archive 4 emails from Accounts/Google/Workspace.
These emails stay available in All Mail and their label.

2 Cancel **3** Approve group

Atelier Demo - Example account and simulated responses.

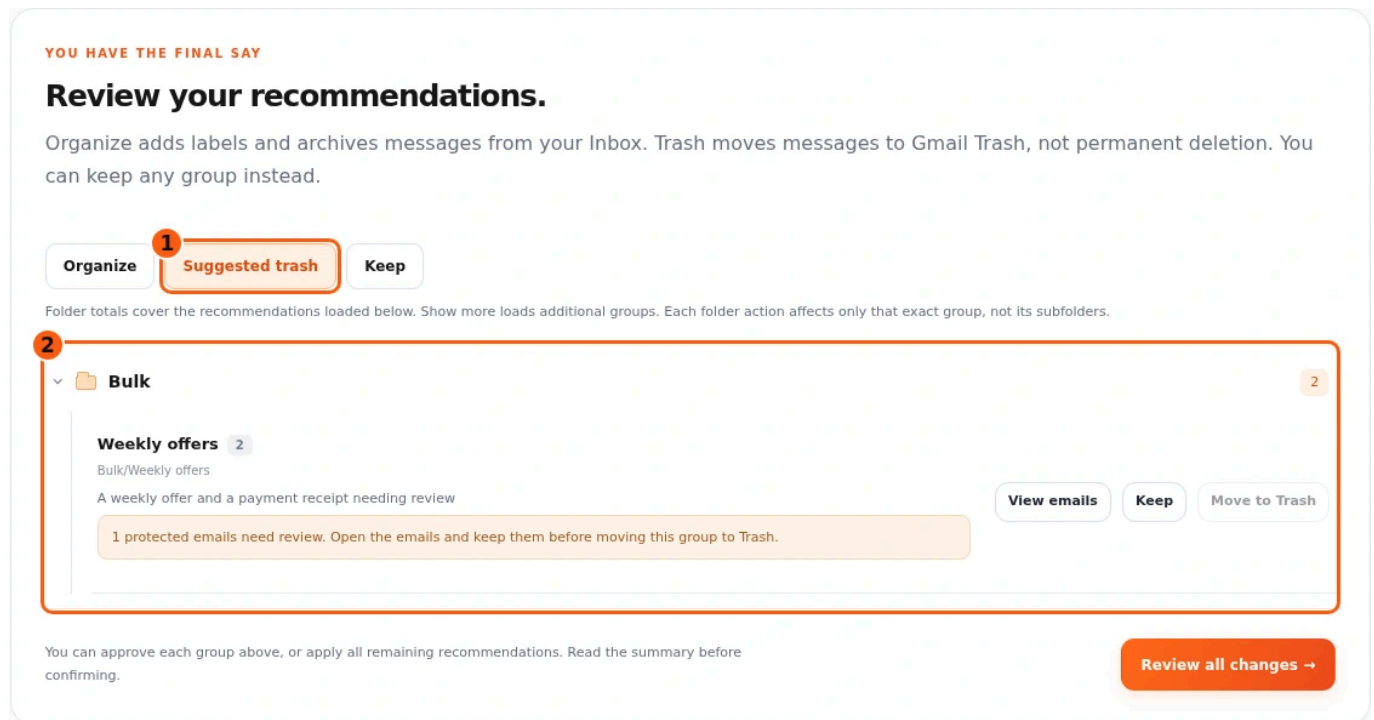
- 1** The exact group, count and action.
- 2** Cancel keeps the recommendation pending.
- 3** Approve this group deliberately when ready.

1. Choose Label & archive only after reviewing the group. The confirmation names the exact folder and message count.
2. Four Workspace messages would receive the nested Gmail label iAmBruno → Accounts → Google → Workspace and leave the Inbox. Gmail labels are not physical folders; the messages remain in All Mail and their label.
3. Approve group applies that reviewed action. Cancel leaves it pending. We cancel here before demonstrating the broader final review.

WHAT HAPPENS NEXT

Only a confirmed group action is authorized; simply opening the dialog changes nothing.

11 Older saved proposal: review a protected record



Atelier Demo · Example account and simulated responses.

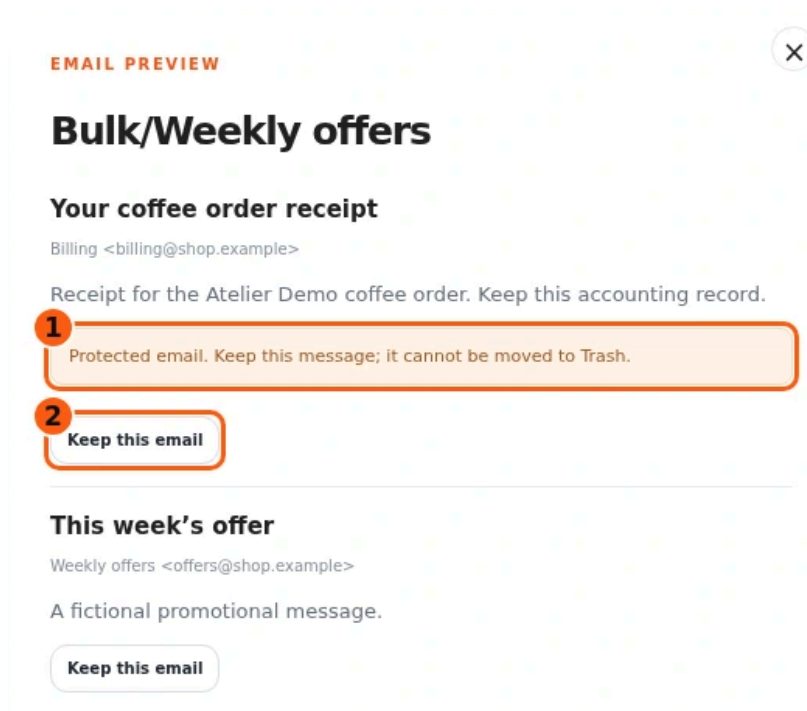
- 1 Suggested trash is selected.
- 2 The protected-record warning and blocked group action.

1. This is a separate older one-time saved-proposal branch, selected from Your purchases. It is not a fresh monthly scan: fresh monthly scanning already converts unsafe Trash suggestions to Keep.
2. An older or revalidated proposal can show a protected-record warning and disable Move to Trash. Choose View emails to inspect the marked receipt.
3. Do not bypass the block by approving everything. Keep the protected record, then return to the monthly run for its separate recommendations.

WHAT HAPPENS NEXT

You can keep the protected record before deciding about the remaining offer.

12 Older saved proposal: keep the receipt



Atelier Demo · Example account and simulated responses.

- 1 The protected-record explanation.
- 2 Keep this specific email.

1. Read the protected receipt and choose Keep this email on that specific message.
2. This removes that receipt from this older proposal's Trash recommendation. It does not approve other changes or alter a different monthly run.
3. Close the dialog and select the monthly check again. Its fresh scan already kept the protected record automatically and has one ordinary offer suggested for Trash.

WHAT HAPPENS NEXT

The protected receipt stays out of the proposed trash action.

13 Review the remaining Trash action

PLEASE CONFIRM



Move this group to Trash?

1 Move 1 emails from Bulk/Weekly offers. Gmail Trash is not permanent deletion, but Gmail normally deletes Trash after 30 days.

Cancel

2

Approve group

Atelier Demo · Example account and simulated responses.

- 1** The remaining group, count and Trash warning. **2** Approve only this exact group if intended.

1. Back in the monthly run, review its one ordinary offer. Move to Trash opens that exact group's confirmation. The older receipt example was a separate saved-proposal safety branch.
2. Gmail Trash is different from permanent deletion, but Gmail normally removes Trash after thirty days. Check the exact count and group.
3. Choose Approve group only if intended. We cancel this separate confirmation and review the complete remaining summary next.

WHAT HAPPENS NEXT

The reviewed trash action requires an explicit confirmation before it can be applied.

14 Apply the remaining recommendations deliberately

PLEASE CONFIRM



Apply all remaining recommendations?

1 Label and archive 14 emails, and move 1 emails to Gmail Trash. 5 emails are kept. Gmail normally removes Trash after 30 days. Only proceed if you have reviewed the recommendations.

2

Cancel

3

Apply reviewed changes

Atelier Demo - Example account and simulated responses.

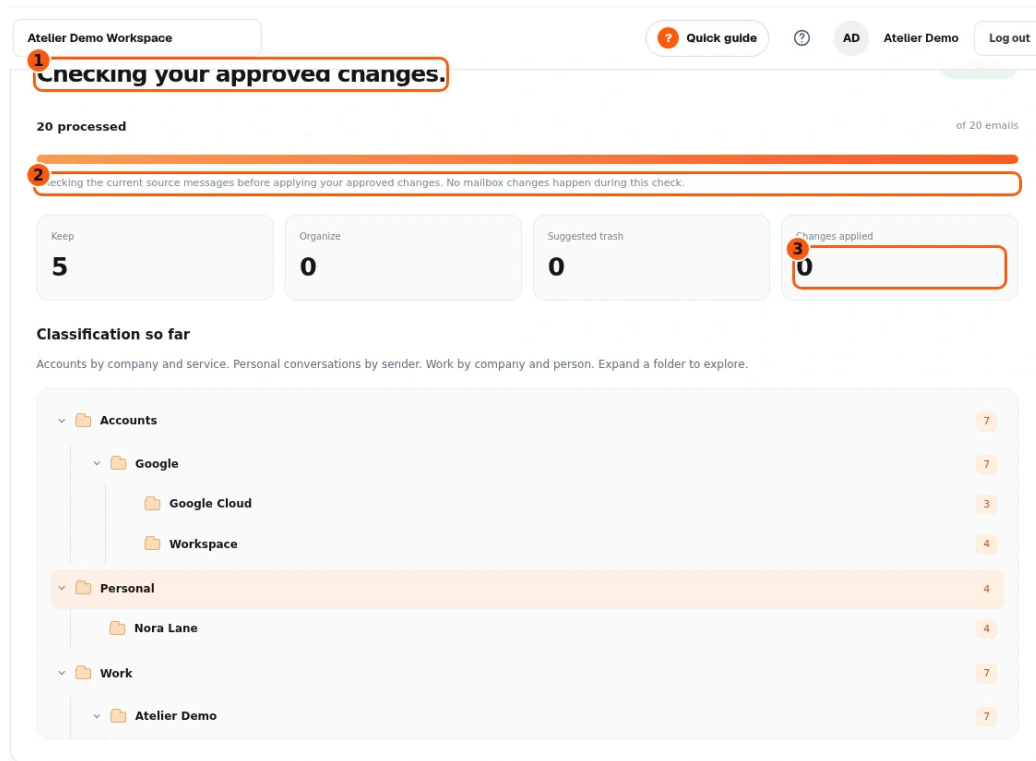
- 1** The complete remaining action summary.
- 2** Return without applying it.
- 3** Authorize only the reviewed changes.

1. Choose Review all changes only after checking the relevant groups and email previews.
2. The summary in this example proposes fourteen label-and-archive changes, one Trash change and five emails kept. Confirm those numbers against what you reviewed.
3. Apply reviewed changes authorizes that remaining set. Cancel returns without authorizing it. All requests in this guide are simulated.

WHAT HAPPENS NEXT

Bruno checks the approved actions, with current-source protection for proposed Trash, before applying them.

15 Let source validation finish



Atelier Demo · Example account and simulated responses.

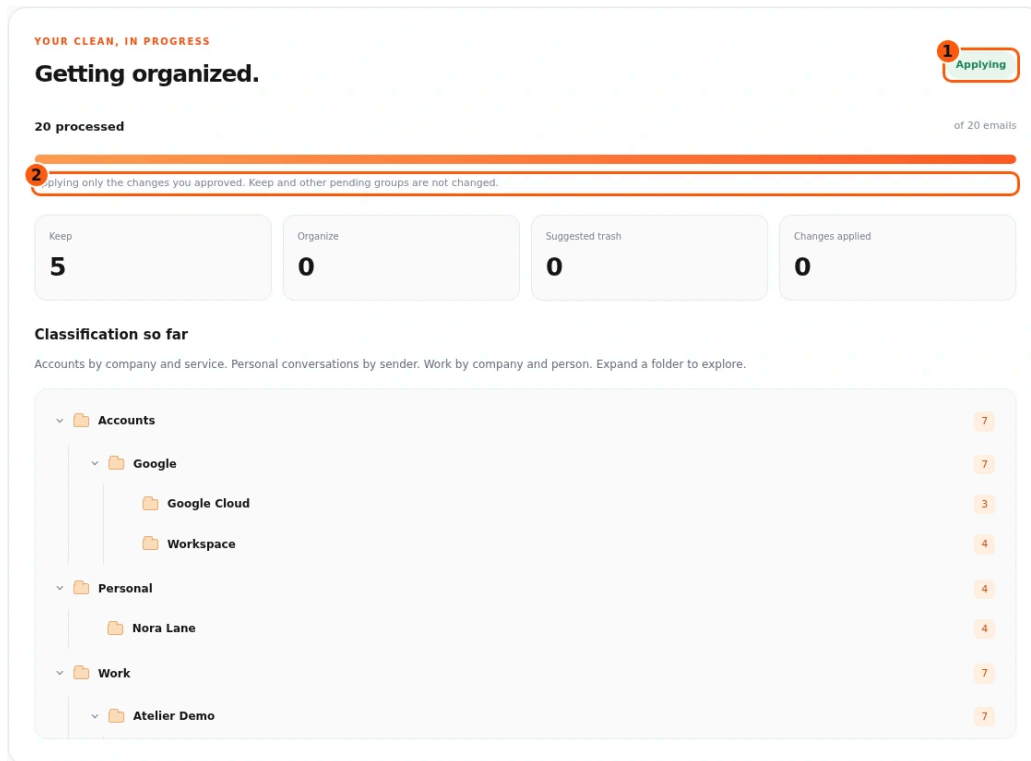
- 1 The source-validation stage.
- 2 The no-changes-during-check explanation.
- 3 Applied changes are still zero in this example.

1. Checking your approved changes is the validation stage before applying the actions you approved.
2. Current-source rechecks specifically protect proposed Trash actions. Do not assume every approved label message is reread against fresh source during this stage.
3. Do not restart the clean or approve again while validation runs. Return to the saved progress if you leave the page.

WHAT HAPPENS NEXT

Approved actions can proceed after the applicable checks, including source protection for proposed Trash.

16 Know when approved writes are running



Atelier Demo · Example account and simulated responses.

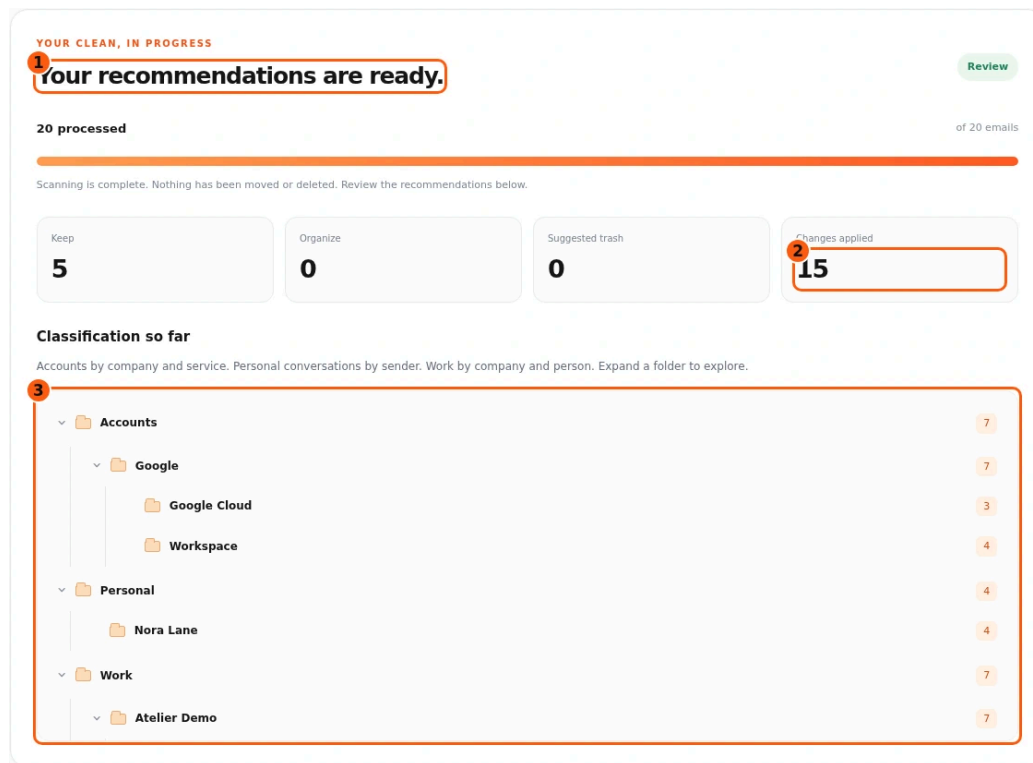
- 1 The applying state.
- 2 The exact approval boundary.

1. Applying means the approved mailbox changes are now being processed.
2. Only the changes you approved are included. Kept messages and other pending groups are not changed by this pass.
3. If the service reports an interruption, follow its specific saved status. Avoid blindly repeating an uncertain write.

WHAT HAPPENS NEXT

Successful work records the applied count and returns to the saved review.

17 Check applied counts in the saved review



Atelier Demo · Example account and simulated responses.

- 1 The monthly run returns to review.
- 2 The number of approved changes applied.
- 3 The classified filing structure remains visible.

1. After applying the approved work, the monthly engine returns to review. Our example shows twenty processed, five Keep, zero pending Organize, zero pending Trash and fifteen Changes applied.
2. The generic review note can still say nothing has moved. After applying work, that line does not prove the mailbox is unchanged: check Changes applied and your Gmail.
3. Organized mail uses nested Gmail labels under iAmBruno/, such as iAmBruno → Accounts → Google → Workspace. The saved run remains available; checking new Inbox mail is a separate deliberate action.

WHAT HAPPENS NEXT

The approved work is recorded. The monthly run can remain in review even when no recommendations are pending.

18 Separate action: mark existing unread mail read

PLEASE CONFIRM



Mark existing emails as read?

1

This will remove the unread status from up to 100,000 existing unread emails in this Gmail account, including archived mail. Nothing is deleted or moved. Spam, Trash and new arrivals are excluded. You cannot automatically restore which emails were unread.

2

Cancel

3

Yes, mark as read

Atelier Demo - Example account and simulated responses.

- 1 The scope and irreversible unread-state warning.
- 2 Cancel without starting.
- 3 Start this separate mark-as-read pass.

1. Mark all as read is separate from AI classification and cleanup. Opening its confirmation does not begin it.
2. Read the scope: up to 100,000 existing unread messages, including archived mail. Spam, Trash and messages arriving after the pass starts are excluded. Nothing is moved or deleted.
3. You cannot automatically restore which messages were unread. Confirm only if you intend this independent action.

WHAT HAPPENS NEXT

An explicitly confirmed request creates its own saved background pass.

19 Follow the separate read-status pass

RESET THE UNREAD COUNTER

A calmer Inbox, in one click.

Thousands of unread emails? Mark up to 100,000 existing unread emails as read, including archived mail. Nothing is deleted, moved, or replied to.

[Mark all as read](#)

A separate action, only after your confirmation. Spam, Trash and messages arriving after you start are excluded. Available during your paid month, with confirmation each time.

- 1 Snapshotting**
- 2** marked read · building your snapshot
- 3** our saved pass runs in the background. Only emails in the starting snapshot are included.

Atelier Demo · Example account and simulated responses.

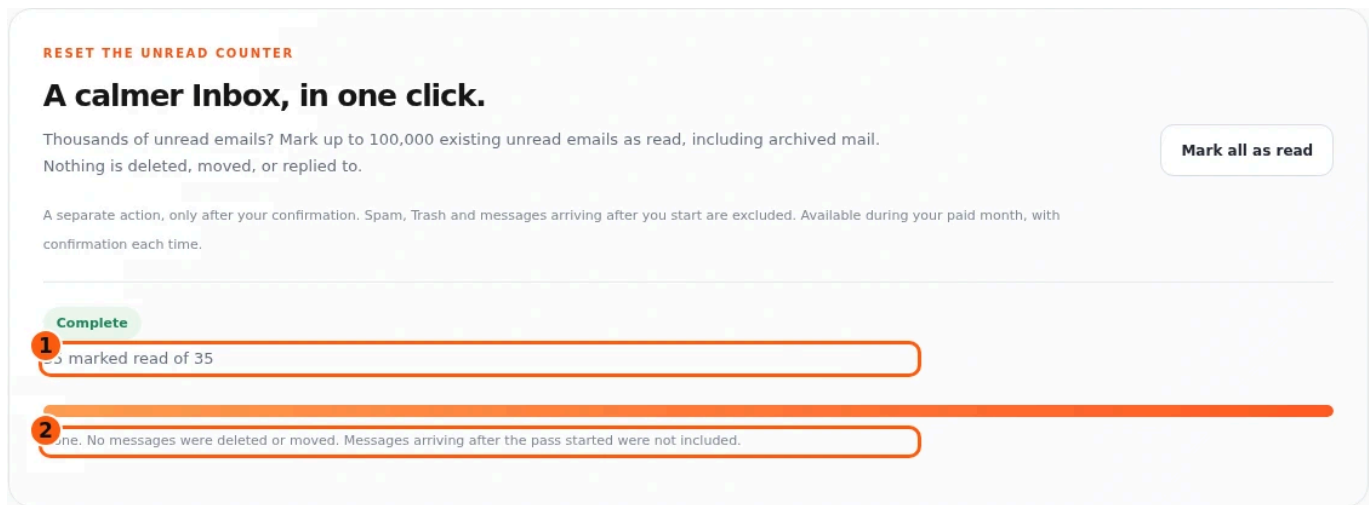
- 1** This separate job's status.
- 2** Messages marked read so far.
- 3** The starting-snapshot boundary.

1. The mark-as-read section shows its own status and processed count. It is not another AI scan.
2. During snapshot creation the total can be unknown. The saved pass includes only the messages in its starting snapshot.
3. You can leave and return to this progress. Do not start another pass because the counter takes time to update.

WHAT HAPPENS NEXT

The pass can complete without moving, deleting or replying to messages.

20 Check the completed mark-as-read result



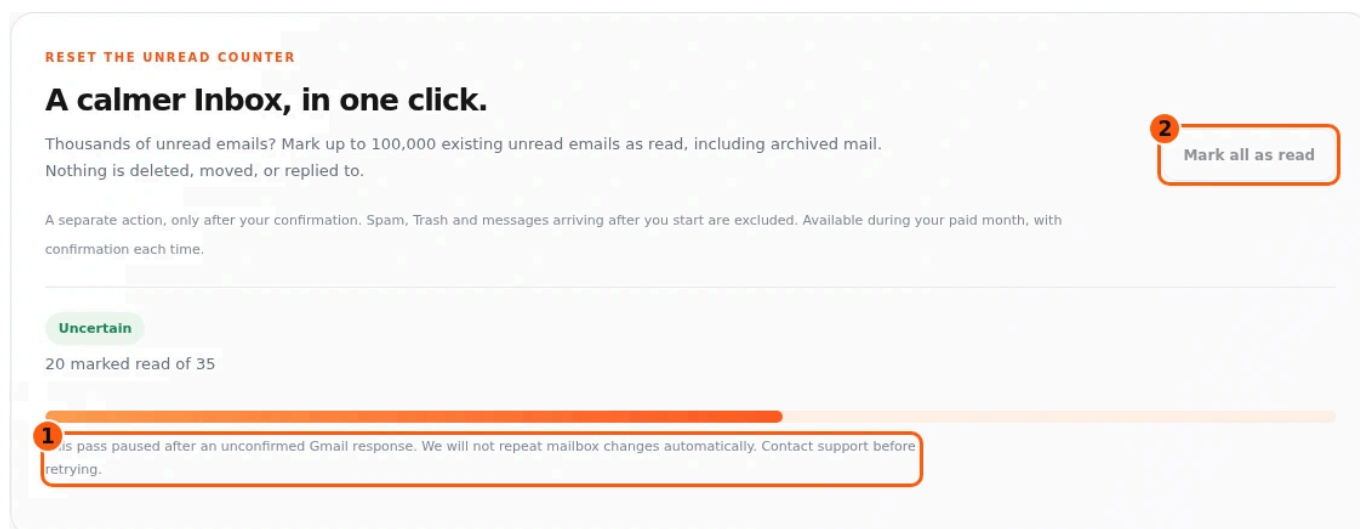
Atelier Demo · Example account and simulated responses.

- 1** The completed unread-status count.
 - 2** The no-moves/no-deletes/new-arrivals explanation.
1. The example reports thirty-five messages marked read. That count can differ from the earlier Inbox scan because this action also includes eligible archived unread messages.
 2. Read the completion note: no messages were moved or deleted, and new arrivals were not included.
 3. A later new pass needs another explicit confirmation during eligible access. It is never an automatic consequence of completing a clean.

WHAT HAPPENS NEXT

You know exactly which kind of action finished.

21 Stop when a Gmail response is uncertain



Atelier Demo · Example account and simulated responses.

- 1 The uncertainty and no-automatic-repeat explanation.
- 2 A new pass is disabled while this is unresolved.

1. An uncertain status means the service did not receive a confirmed result for part of the pass.
2. The interface says it will not repeat mailbox changes automatically and disables a new pass. Do not bypass that safeguard by resending the same request.
3. Contact support with the saved run information. Do not send your Google password or private message contents.

WHAT HAPPENS NEXT

The uncertain work remains saved for investigation instead of being blindly replayed.

22 Reopen a saved clean instead of starting over

The screenshot shows a web interface for managing email cleaning scans. At the top, it says "ONE SIMPLE MONTHLY PRICE". Below that, a heading reads "Come back whenever you need." followed by a paragraph: "Check new Inbox mail throughout your paid month. Each run handles up to 100,000 new emails. You approve every mailbox change." There are two numbered callouts: "1" points to a "Your purchases" dropdown menu which currently shows "Monthly Inbox check · 10/20/2026". "2" points to an "Open saved scan →" button. To the right of the dropdown is a "Check new Inbox mail →" button. Below the dropdown, it says "Monthly access until 11/19/2026". At the bottom left is a "Cancel future renewal" button, and at the bottom right is the text "Current checkout: PayPal Sandbox. No live money is charged."

Atelier Demo · Example account and simulated responses.

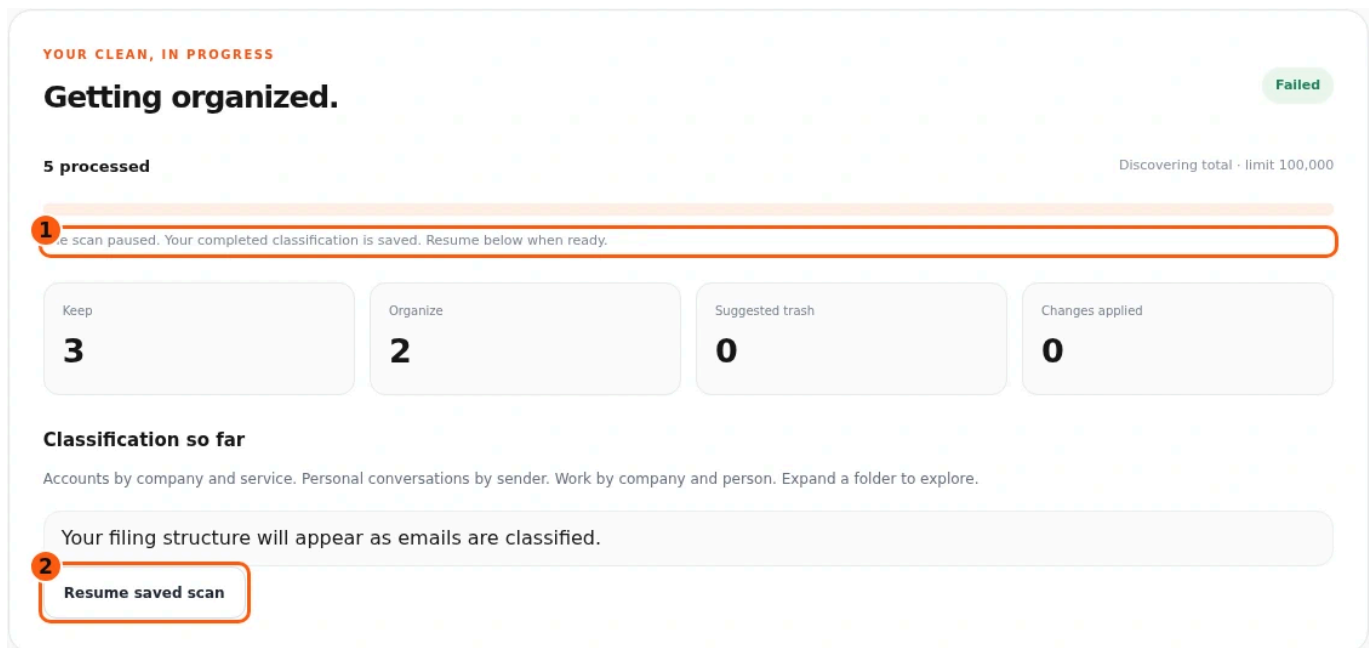
- 1 Choose the intended saved check.
- 2 Open that selected scan.

1. When several paid or monthly checks exist, use Your purchases to select the relevant saved clean for this connection.
2. The example contains the earlier monthly run with fifteen Changes applied, a separate later paused check and an older one-time proposal. Selecting the earlier monthly entry reopens its same saved run and applied counts, still in review.
3. Open saved scan scrolls to that run. Older one-time purchases retain their own saved progress; they are not converted into monthly access just by selecting them.

WHAT HAPPENS NEXT

You can find prior work without submitting a duplicate scan.

23 Resume a paused classification carefully



Atelier Demo · Example account and simulated responses.

- 1 The paused scan and saved-work explanation. 2 Resume that saved classification.

1. This is the separate later paused scan selected from history, not an earlier applied run that was reset. Its completed classification is saved.
2. Use Resume saved scan when the cause is resolved. This resumes the classification checkpoint; it is different from repeating an uncertain mailbox write.
3. Review failed changes is a separate control when an approved change failed. Read its confirmation and do not use it for an uncertain Gmail response.

WHAT HAPPENS NEXT

The existing scan can continue without discarding its completed classification.

24 Cancel only future monthly renewal

PLEASE CONFIRM



Cancel future renewal?

1 You keep access until the end of your paid period. No more monthly renewals will be requested.

2

Atelier Demo - Example account and simulated responses.

- 1** What cancellation affects and what access remains. **2** Confirm the future-renewal cancellation.

1. Choose Cancel future renewal if you no longer want monthly renewal.
2. The confirmation states that access stays available until the end of the paid period. It does not delete saved cleans or disconnect Gmail.
3. Choose Cancel renewal to submit that billing request, or Cancel to leave renewal unchanged. Wait for the actual confirmation.

WHAT HAPPENS NEXT

The service can report confirmed cancellation or a request still awaiting payment-provider confirmation.

25 Read the paid-through cancellation status

The screenshot shows a web interface with a header 'ONE SIMPLE MONTHLY PRICE'. Below it is a section titled 'Come back whenever you need.' with a subtext: 'Check new Inbox mail throughout your paid month. Each run handles up to 100,000 new emails. You approve every mailbox change.' Under 'Your purchases', there is a dropdown menu showing 'Monthly Inbox check · 10/20/2026'. A red box labeled '1' highlights a message: 'Renewal cancelled. Access until 11/19/2026'. Below this, it says 'Current checkout: PayPal Sandbox. No live money is charged.' On the right, there are two orange buttons: 'Check new Inbox mail →' (labeled '2') and 'Open saved scan →'.

Atelier Demo · Example account and simulated responses.

1 The confirmed cancellation and access date.

2 Eligible checks remain available during paid access.

1. Renewal cancelled. Access until identifies the confirmed cancellation and remaining paid access.
2. Saved checks remain available, and eligible new Inbox checks can continue while monthly access is still active.
3. A cancellation awaiting PayPal confirmation is not the same as this confirmed state. Check again if the actual page says it is pending.

WHAT HAPPENS NEXT

Future renewal is cancelled without pretending the existing month or saved history vanished.

KEEP THIS GUIDE HANDY

Come back whenever you need it.

Use Quick guide for a short reminder of the main controls. Keep this full manual for the complete task and its different choices.

In your dashboard, choose **Quick guide** → **Show me around** to replay the short tour. Use **Read the guide** or **Download PDF** for these complete instructions.

Need help? Email help@iambruno.com with the service name and what happened. Do not send passwords or connection keys.

iAmBruno™ · Illustrated instructions · Example account data, no customer records · October 2026