

# Stellar GroupWise to PST Converter 3.0

**Installation Guide** 

### **Overview**

Novell GroupWise is a mail-server application used for mailing and messaging. The software also supports calendaring, task reminder, contacts and instant messaging. Many users like MS Outlook for the same activity.

If you want to convert GroupWise to MS Outlook, now you don't have to loose your saved mails and other data.

Stellar GroupWise to PST Converter enables you to convert GroupWise mailbox to PST file. The converted PST file can be directly opened into MS Outlook. All the items of GroupWise, i.e., e-mails, contacts, sent items, calendars, task reminders, attachments, etc. are transported to MS Outlook by help of the resultant PST file.

The tool gives option to either convert all the mailboxes on the server or only mailbox of a desired user. You have to login using administrator to convert all the mailboxes into PST file.

Preview of converted items is shown in a tree like structure in the converter application. The tool performs the conversion process smoothly without user intervention.

#### What's new in this version?

• Support for MS Outlook 2016

#### Key Features

- Supports conversion of single and multiple GroupWise mailboxes.
- Converts e-mails, address book, calendars, notes, phone messages, discussion notes, document reference, etc.
- Ensures accurate and reliable conversion.
- Supports all versions of GroupWise client and MS Outlook.
- Preview of the mail items is shown before conversion.
- Advanced and Improved Login method.
- Multilingual client support.
- Option to save the converted file in PST, MSG and EML format.
- Allows converting data from, all mailboxes, specific mailboxes, or specific folders on GroupWise Server.
- Supports MS Outlook 2013/2010/2007/2003.
- Supports GroupWise 6.0/6.5/ 7.0/8.0/GW-2012/GW-2014

### **Installation Procedure**

Before installing the software, check that your system meets the minimum system requirements:

#### **Minimum System Requirements**

- Processor: Pentium Class
- Operating System: Windows 10 / 8.1 / 8 / 7 / Vista / Windows Server 8 / Windows Server 3
- Memory: Minimum 1 GB
- Hard Disc: 50 MB of Free Space
- MS Outlook: 2016 / 2013 / 2010 / 2007 / 2003

To install the software, follow these steps.

- Double-click **StellarGroupWiseToPSTConverter.exe** executable file to start installation. *Setup Stellar GroupWise to PST Converter* dialog box is displayed.
- Click **Next**. *License Agreement* dialog box is displayed.
- Choose I accept the agreement option. Next button will be enabled. Click Next. Select

Destination Location dialog box is displayed.

- Click **Browse** to select the destination path where the setup files will be stored. Click **Next**. *Select Start Menu Folder* dialog box is displayed.
- Click Browse to provide path for program's shortcuts. Click Next. Select Additional Tasks dialog box is displayed.
- Choose the check boxes as per your choice. Click Next. Ready to Install dialog box is displayed.
- Review the entries. Click **Back** if you want to change them. Click **Install** to start installation. The Installing window shows the installation process.
- After completing the process, *Completing the Stellar GroupWise to PST Converter Setup Wizard* window is displayed. Click **Finish**.

**Note:** Clear **Launch Stellar GroupWise to PST Converter** check box to stop automatic launch of software.

# Launching the Tool

To launch Stellar GroupWise to PST Converter in Windows 10:

- Click Start icon -> All apps -> Stellar GroupWise to PST Converter -> Stellar GroupWise to PST Converter Or,
- Double click Stellar GroupWise to PST Converter icon on the desktop. Or,
- Click Stellar GroupWise to PST Converter tile on the home screen.

To launch Stellar GroupWise to PST Converter in Windows 8.1 / 8:

- Click Stellar GroupWise to PST Converter tile on the home screen. Or,
- Double click Stellar GroupWise to PST Converter icon on the desktop.

To launch Stellar GroupWise to PST Converter in Windows 7 / Vista:

- Click Start -> Programs -> Stellar GroupWise to PST Converter -> Stellar GroupWise to PST Converter. Or,
- Double click Stellar GroupWise to PST Converter icon on the desktop. Or,
- Click Stellar GroupWise to PST Converter icon in Quick Launch.

# **User Interface**

- Main User Interface
- Menus
- Buttons

# Main User Interface

Stellar GroupWise to PST Converter has a very easy to use Graphical User Interface.

After launching the program, you will see the main user interface as shown below:

| 🖀<br>File View Registration Help |  | Stellar Grou   | pWise to PST Converter | - 0  | ×                                     |
|----------------------------------|--|--|------------------------|--|---------------------------------------|
| 🕞 🗒 💽 🔚                          | <i>i i</i>                             |  |                        |  |                                       |
|                                  | from from solgect: To: From Attachment | Select this option to convert<br>main individually in MSG or EM<br>folders included of selecting of<br>or MSG.<br>Connection Option<br>Convert angle GroupHilds<br>Convert angle GroupHilds<br>GroupHilds Server Information<br>Mabox Name:<br>Password: | alboxes to PST files   | ore and a second s | • • • • • • • • • • • • • • • • • • • |

### Menus

#### File

#### **Connect to Mailbox**

Use this option to connect to a GroupWise mailbox(s).

#### Save

Use this option to convert and save selected mailbox items.

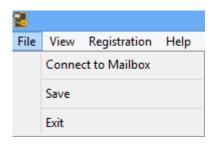
#### Exit

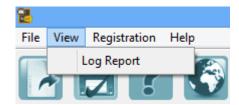
Use this option to close the application.

#### View

#### Log Report

Use this option to view log report.



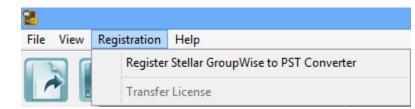


#### Registration

RegisterStellarGroupWisetoPSTConverterUse this option to registerthe application.

#### **Transfer License**

Use this option to transfer the license of the registered software to another computer.



#### Help

#### Stellar GroupWise to PST Converter Help

Use this option to view user help guide.

Purchase Stellar GroupWise to PST Converter Use this option to <u>buy</u> Stellar GroupWise to PST Converter.

#### **View Support Section**

Use this option to visit <u>support</u> <u>page</u> of <u>stellarinfo.com</u>.

#### Visit Knowledgebase

Use this option to visit <u>knowledgebase articles</u> of stellarinfo.com.

#### **Submit Enquiry**

Use this option to <u>submit enquiry</u> to <u>stellarinfo.com</u>.

#### About Stellar GroupWise to PST Converter

Use this option to read information about Stellar GroupWise to PST Converter.



25

Stellar GroupWise to PST Converter Help

Purchase Stellar GroupWise to PST Converter

**View Support Section** 

Visit Knowledgebase

Submit Enquiry

About Stellar GroupWise to PST Converter

# **Buttons**

The user interface contains buttons and options that help you access various features of the software with ease.



Use this button to read information about the software.

Use this button to purchase the software.

Use this button to view help manual of the software.

Use this button to save the converted PST file.

Use this button to connect to GroupWise Mailbox Server.

# **Ordering the Tool**

Click <u>https://www.stellarinfo.com/email-tools/groupwise-to-pst-converter.php</u> to know more about **Stellar GroupWise to PST Converter**.

To purchase the software online, please visit <u>https://www.stellarinfo.com/email-tools/groupwise-to-pst-</u> converter/buy-now.php

Alternatively, click on **Purchase** button on the application tool bar to purchase the software online.

Select either of the methods given above to purchase the software.

Once the order is confirmed, a serial number will be sent to you through e-mail, which would be required to register the software.

# **Registering the Tool**

The demo version is just for evaluation purpose and must be eventually registered to use the full functionality of the software. The software can be registered using the Registration Key which you will receive via email after purchasing the software.

#### To register the software:

- 1. Run demo version of Stellar GroupWise to PST Converter software.
- 2. On **Registration** menu, click **Register** option. *Register* window is displayed as shown below.

| Register ×   |   |  |  |
|--|---|--|--|
| Registration Option  | ٦ |  |  |
| To complete the registration process, select one of the options given below: |   |  |  |
| I don't have the registration key  |   |  |  |
| ○ I have the registration key  |   |  |  |
| Online Registration  |   |  |  |
| OK Cancel  |   |  |  |

3. Choose 'I don't have the registration key' (Use this option if you have not purchased the product) or select 'I have the registration key' (Use this option if you have already purchased the product).

To register the software, when you do not have a registration key, follow the steps given below:

- 1. In the *Register* window, select 'I don't have the registration key' option. Click OK, to go online and purchase the product.
- 2. Once the order is confirmed, a Registration Key will be sent to the email provided at the time of purchase.
- 3. In the *Online Registration* window, type the **Registration Key** and click **Register** button (Please ensure that you have an active Internet connection).

| Online Registration ×  |  |  |  |
|--|--|--|--|
| Enter the Registration Key and click the 'Register' button. The program<br>automatically connects to the server to register the product. |  |  |  |
| Registration Key: xxxx-xxxx-xxxx-xxxx Register   |  |  |  |
| Note: Please ensure you have a working internet connection for online activation.  |  |  |  |
| Where is my registration key?  |  |  |  |
| The registration key has been sent to you through email by our payment<br>gateway, after successful purchase of software.                |  |  |  |
| Registration key is sent to the same email id, which you specified in your<br>purchase details.  |  |  |  |
| Cancel   |  |  |  |

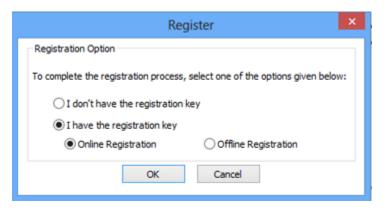
4. '*Activation Completed Successfully* ' message is displayed after the process is completed successfully. Click **OK**.

#### To register the software, when you have a key, follow the steps given below:

- 1. In the *Register* window, select 'I have the registration key' option.
- 2. You can choose either 'Online Registration' (Use this option to register the software over Internet) or 'Offline Registration' (Use this option to register the software manually / through e-mail if for any reason, Internet connection is unavailable).
- Online Registration

Online Registration is possible only when an active Internet connection is available.

- To register the software online:
  - 1. From the *Register* window, select **Online Registration**. Click **OK**.



2. An Online Registration dialog box will appear.

3. Type the **Registration Key** (received through email after purchasing the product) in the field of Registration Key. Click **Register**.

|   | Online Registration   | × |  |  |
|---|---|---|--|--|
| Enter the Registration Key and dick the 'Register' button. The program<br>automatically connects to the server to register the product. |   |   |  |  |
| Registration Key:   | xxxx-xxxx-xxxx-xxxx Register  |   |  |  |
| Note: Please ensur  | Note: Please ensure you have a working internet connection for online activation. |   |  |  |
| Where is my registration key?   |   |   |  |  |
| The registration key has been sent to you through email by our payment<br>gateway, after successful purchase of software.               |   |   |  |  |
| Registration key is sent to the same email id, which you specified in your<br>purchase details.   |   |   |  |  |
|   | Cancel  |   |  |  |
|   |   |   |  |  |

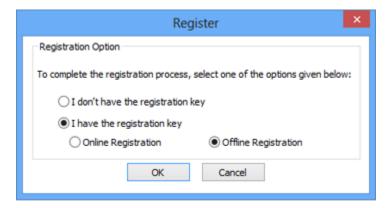
4. The software would automatically communicate with the license server to verify the entered key. If the key you entered is valid, software will be registered successfully.

#### • Offline Registration

Offline Registration enables you to register the product when your computer does not have an Internet connection.

#### • To register the software offline:

1. From the *Register* window, select Offline Registration. Click OK.



2. An **Offline Registration** dialog box will appear displaying **Registration ID** in its respective field.

| _   | Offline Registration                        |  |
|---|---|--|
| You need to send below listed 'Registration ID' to Stellar Technical Support<br>to get your 'License Key'.<br>If you have already received your 'License Key', enter it and click 'Register'<br>button to register the product. |   |  |
| Registration ID:  | 3FJJ-ELG0XD2APGEBG9HZ-LWQ3RNL2HING0QAJ-10D6 |  |
| License Key:  |   |  |
|   | Register Cancel                             |  |

- 3. To get your License Key, which is required to register the software manually, you need to mail the listed **Registration ID** to <a href="mailto:support@stellarinfo.com">support@stellarinfo.com</a>.
- 4. A License Key will be sent to your email address after verifying the Registration ID and purchase details by *Stellar Technical Support*.
- 5. After receiving the License Key, open **Stellar GroupWise to PST Converter**. In *Register* window, select 'I have the registration key'.
- 6. Select Offline Registration and click OK.
- 7. Enter the License Key received through email in the field of License Key.

| Offline Registration ×  |   |  |  |
|---|---|--|--|
| You need to send below listed 'Registration ID' to Stellar Technical Support<br>to get your 'License Key'.<br>If you have already received your 'License Key', enter it and click 'Register'<br>button to register the product. |   |  |  |
| Registration ID:  | 3FJJ-ELG0XD2APGEBG9HZ-LWQ3RNL2HING0QAJ-10D6 |  |  |
| License Key:  | xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx      |  |  |
|   | Register Cancel                             |  |  |

8. Click **Register** to activate the software. A confirmation message is displayed if a valid key is entered. Click **OK**.

# **Transfer License**

**Stellar GroupWise to PST Converter** allows you to transfer the license of the registered software to another computer on which you want to run the software with full functionality. This operation deactivates the product on your current computer so it can be reactivated on the new computer.

To transfer a software license from one computer to another, please follow the specific steps below:

#### **On Target Computer:**

- 1. Run demo version of the software.
- 2. In Registration Menu on Menu Bar, click Register. A new dialog appears.
- 3. From the *Register* window, select Offline Registration. Click OK.
- 4. An Offline Registration dialog box will appear displaying Registration ID in its respective field.

|                      | Offline Registration   |
|----------------------|--|
| to get your 'License | y received your 'License Key', enter it and click 'Register' |
| License Key:         | Register Cancel  |

#### **On Source Computer:**

- 1. Run registered version of Stellar GroupWise to PST Converter software.
- 2. In **Registration** Menu on Menu Bar, click **Transfer License**.

| Transfer License ×  |  |  |
|---|--|--|
| To transfer the license of the program,copy the Registration ID from the target<br>computer and paste it below.Click on "Transfer In" to generate a License key<br>which needs to be pasted in target computer. |  |  |
| Registration ID:  |  |  |
| License Key:  |  |  |
| Click here to know the steps of transferring license to another computer.   |  |  |
| Save To File Transfer In Cancel   |  |  |

- 3. Copy the **Registration ID** displayed on the Target Computer in the field of Registration ID on the Source Computer.
- 4. To get your License Key, click **Transfer In** button on Source Computer. This will generate a License Key.

| Transfer License ×  |  |  |  |
|---|--|--|--|
| To transfer the license of the program,copy the Registration ID from the target<br>computer and paste it below.Click on "Transfer In" to generate a License key<br>which needs to be pasted in target computer. |  |  |  |
| Registration ID:  | FJJ-ELG0XD2APGEBG9HZ-LWQ3RNL2HING0QAJ-10D6 |  |  |
| License Key:  | X000K-X000K-X000K-X000K-X000X              |  |  |
| Click here to know the steps of transferring license to another computer.   |  |  |  |
| Save To File Transfer In Cancel   |  |  |  |

- 5. You can also save the License Key generated on the source computer. Click **Save to File** button to save the Registration ID and the License Key. In **Browse for Folder** dialog box, select the location where you want to save the details. Click **OK**.
- 6. '*License Key has been saved successfully* ' message is displayed after the saving process is completed successfully. Click **OK**.

This will deactivate the product on Source Computer and you will no longer be able to use the software anymore on this computer.

#### On Target Computer:

1. Type the **License Key** which you have generated on the Source Computer in the provided field of License Key.

| Offline Registration ×  |   |  |  |
|---|---|--|--|
| You need to send below listed 'Registration ID' to Stellar Technical Support<br>to get your 'License Key'.<br>If you have already received your 'License Key', enter it and click 'Register'<br>button to register the product. |   |  |  |
| Registration ID:  | 3FJJ-ELG0XD2APGEBG9HZ-LWQ3RNL2HING0QAJ-10D6 |  |  |
| License Key:  | xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx      |  |  |
|   | Register Cancel                             |  |  |

- 2. Click **Register** to complete the activation process.
- 3. ' Activation Completed Successfully ' message is displayed after the process is completed successfully. Click **OK**.

# **Updating the Tool**

There are periodical software updates for **Stellar GroupWise to PST Converter**. Software updates should be done to keep the software up-to-date. Updates can be a newly added functionality, a new feature, a new service or any other information that can be important for improvement. Update option in the application is capable of checking for the latest updates. This will check for both latest minor and major version available online. You can easily download minor version through the update wizard. However, the major version, if available, has to be purchased. While updating the software, it's recommended to close all the running programs. Note that demo version can not be updated. To update the application, follow these steps:



button in application tool bar. Update Wizard opens.

- Click Update button. A busy timer shows that updates are being searched. If it finds any new version, a message indicates the availability. If a message is displayed that no updates are available, click Cancel to close the wizard.
- Click **Next**. The software will start downloading the update files from the server. When the process is complete, the software will upgrade to the latest version.

# **Stellar Support**

Our **Technical Support** professionals will give solutions for all your queries related to **Stellar** products. You can either call us or go online to our support section at <u>https://www.stellarinfo.com/support/.</u>

For price details and to place the order, click <u>https://www.stellarinfo.com/email-tools/groupwise-to-pst-</u>

#### converter/buy-now.php

Chat Live with an Online technician at https://www.stellarinfo.com/

Search in our extensive Knowledge Base at https://www.stellarinfo.com/support/kb/.

Submit enquiry at <a href="https://www.stellarinfo.com/support/enquiry.php">https://www.stellarinfo.com/support/enquiry.php</a>.

E-mail to Stellar Support at <a href="mailto:support@stellarinfo.com">support@stellarinfo.com</a>.

| Support Helpline                        |                        |  |
|---|------------------------|--|
| Monday to Friday [ 24 Hrs. a day ]      |                        |  |
| USA (Tollfree- Pre Sales Queries)       | +1-877-778-6087        |  |
| USA (Post Sales Queries)                | +1-732-584-2700        |  |
| UK (Europe)                             | +44-203-026-5337       |  |
| Australia & Asia Pacific                | +61-280-149-899        |  |
| Netherlands Pre & Post Sales<br>Support | +31-208-111-188        |  |
| Worldwide                               | +91-124-4326-777       |  |
| Email Orders                            | orders@stellarinfo.com |  |
|   |                        |  |