Stellar

GroupWise to PST Converter 3.0

User 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.
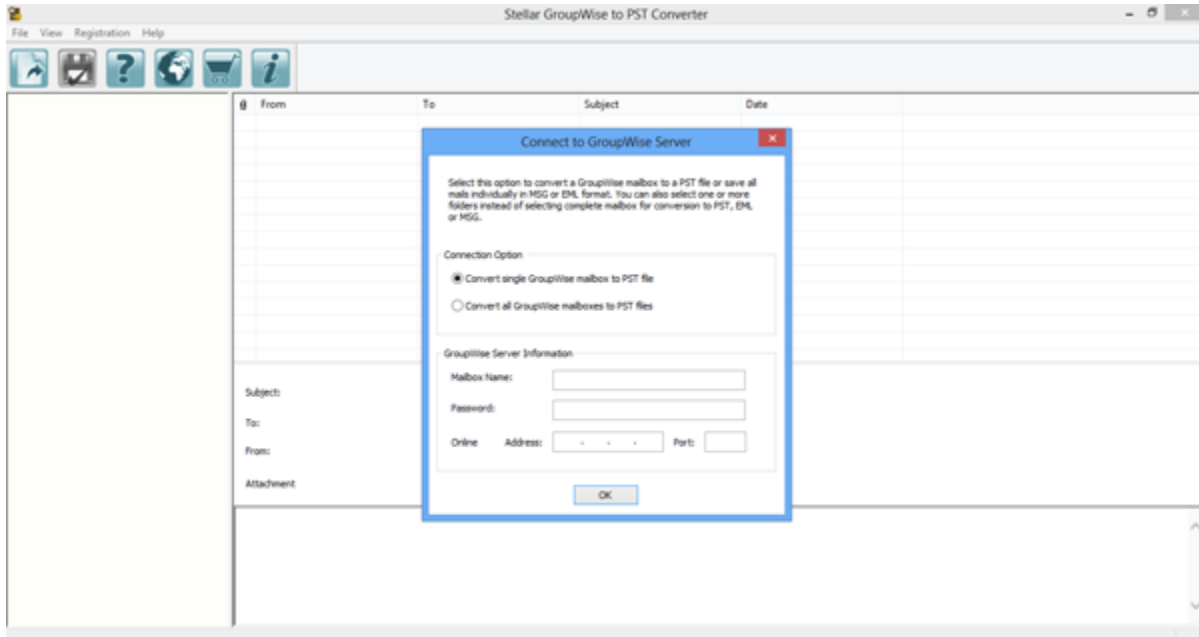
User Interface

- 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:
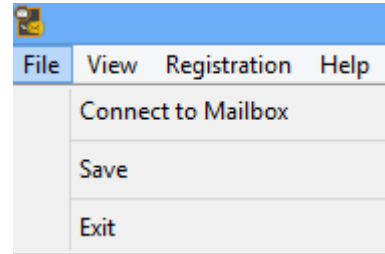
Menus

File

Connect to Mailbox

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

Save

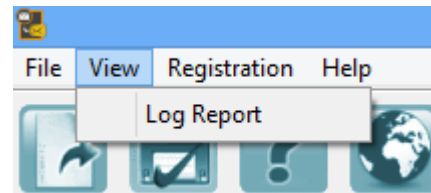Use this option to convert and save selected mailbox items.

Exit

Use this option to close the application.

View

Log Report

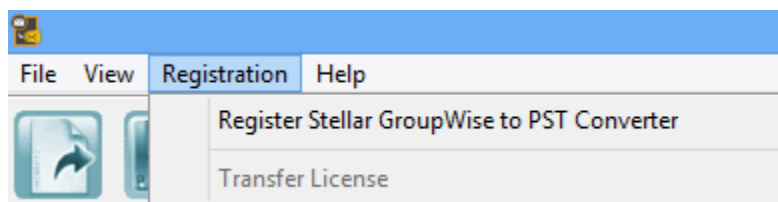Use this option to view log report.

Registration

Register Stellar GroupWise to PST Converter

Use this option to register the 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 buy Stellar GroupWise to PST Converter.

View Support Section
Use this option to visit support page of stellarinfo.com.

Visit Knowledgebase
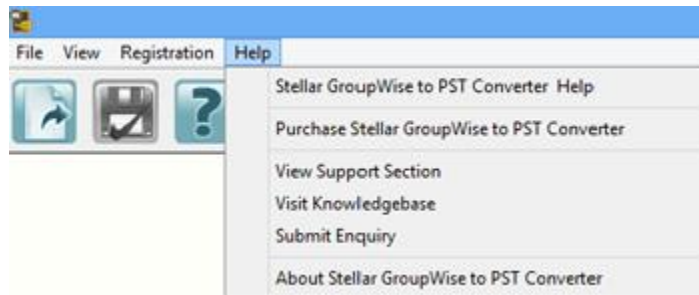Use this option to visit knowledgebase articles of stellarinfo.com.

Submit Enquiry
Use this option to submit enquiry to stellarinfo.com.

About Stellar GroupWise to PST Converter
Use this option to read information 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 https://www.stellarinfo.com/email-tools/groupwise-to-pst-converter.php to know more about **Stellar GroupWise to PST Converter**.

To purchase the software online, please visit https://www.stellarinfo.com/email-tools/groupwise-to-pst-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.
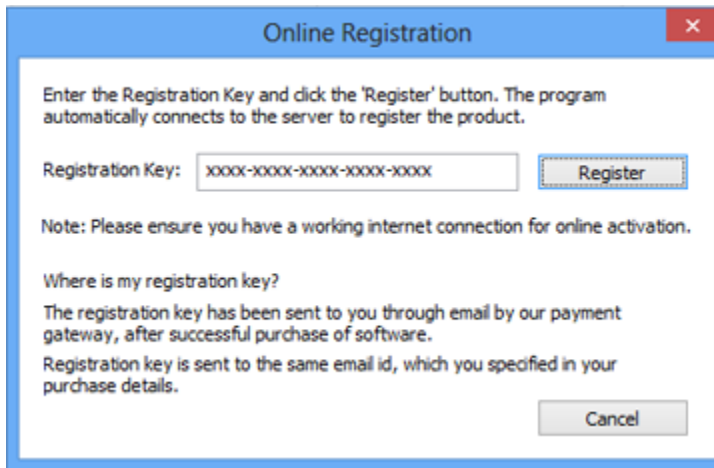
To register the software:

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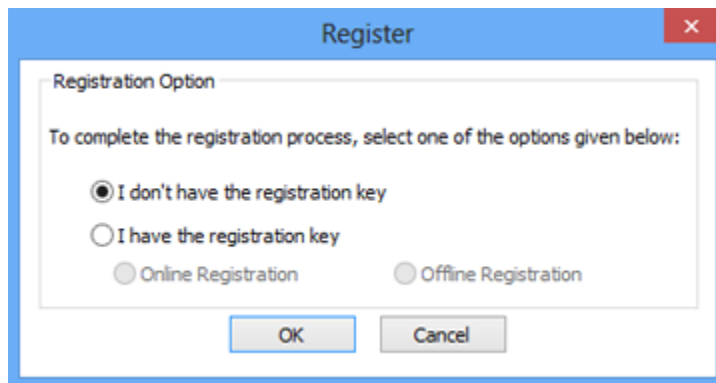
3. Choose 'I don't have the registration key' (Use this option if you have not purchased the product) or select 'I have the registration key' (Use this option if you have already purchased the product).

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).

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.
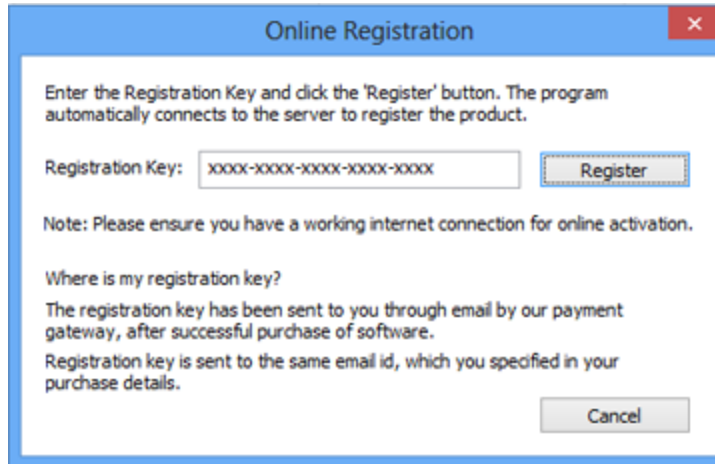
- o **To register the software online**:

    1. From the *Register* window, select **Online Registration**. Click **OK**.
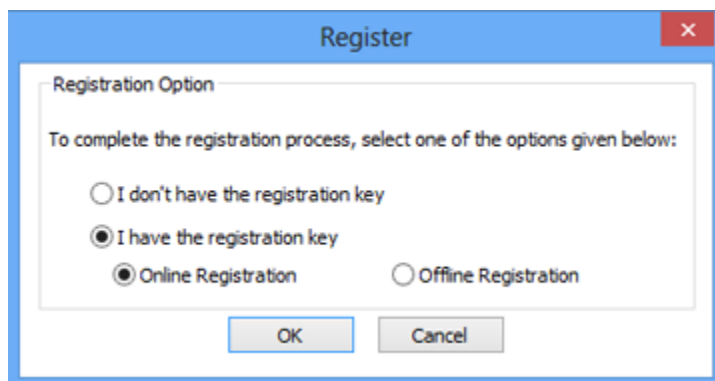
    2. An **Online Registration** dialog box will appear.

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


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.
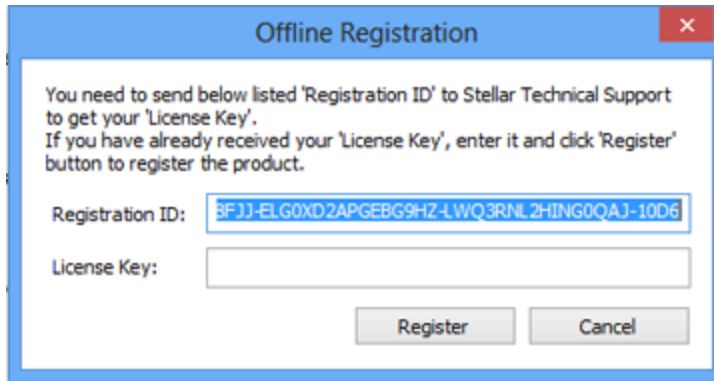
- **Offline Registration**

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

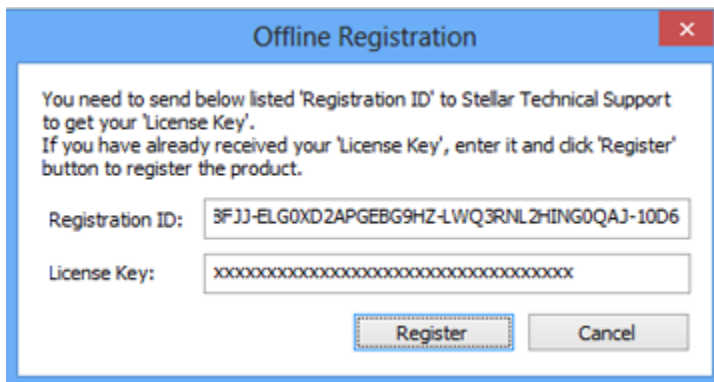 o **To register the software offline**:

1. From the *Register* window, select **Offline Registration**. Click **OK**.
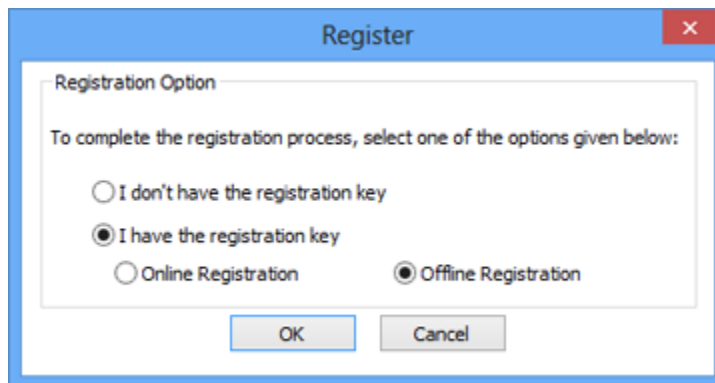
2. An **Offline Registration** dialog box will appear displaying **Registration ID** in its respective field.

3. To get your License Key, which is required to register the software manually, you need to mail the listed **Registration ID** to support@stellarinfo.com.

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.

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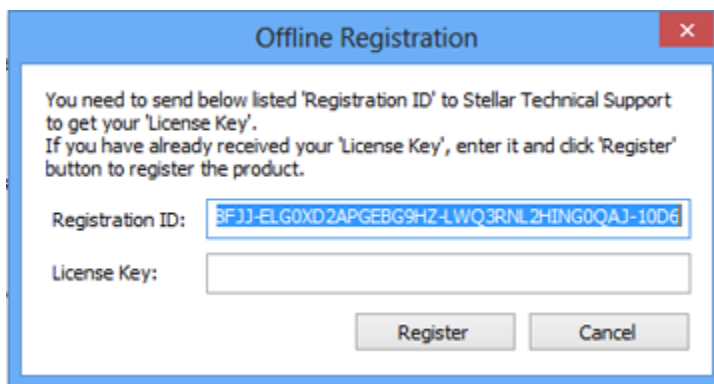
Transfer License

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:
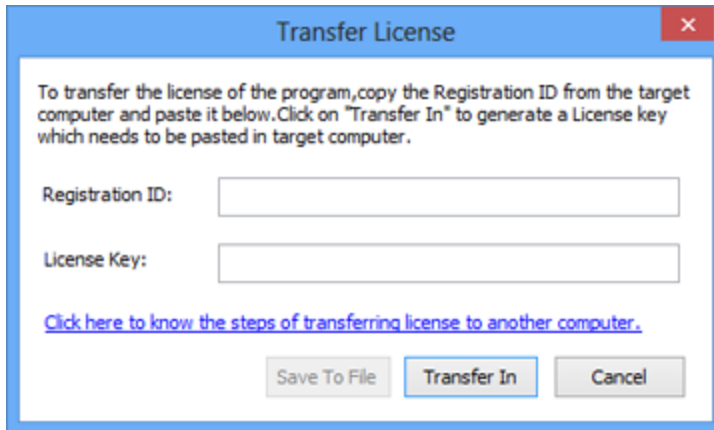
On Target Computer:

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.
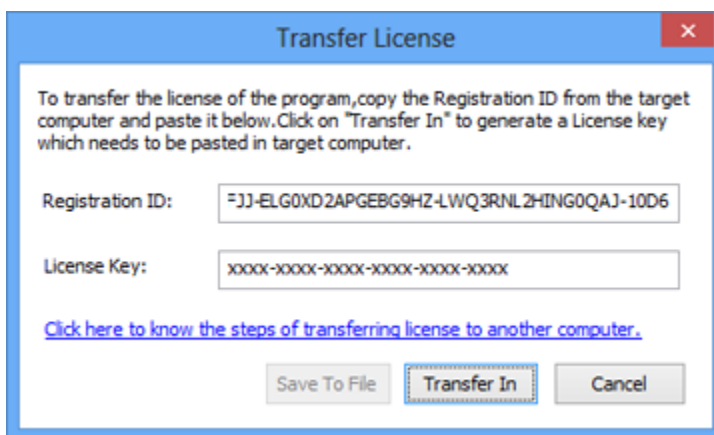

On Source Computer:

1. Run registered version of **Stellar GroupWise to PST Converter** software.

2. In **Registration** Menu on Menu Bar, click **Transfer License**.

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.
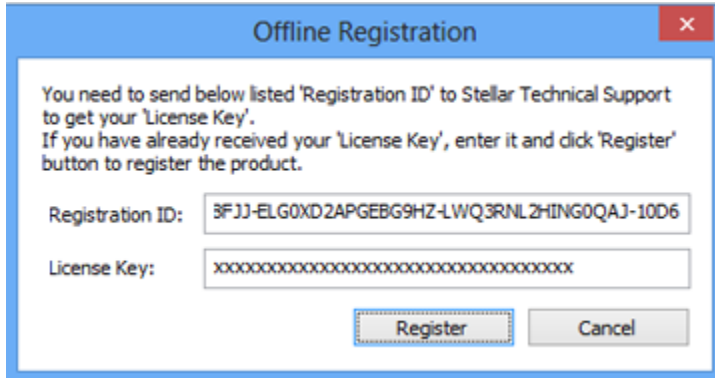

5. You can also save the License Key generated on the source computer. Click **Save to File** button to save the Registration ID and the License Key. In **Browse for Folder** dialog box, select the location where you want to save the details. Click **OK**.

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 to get your 'License Key'.
If you have already received your 'License Key', enter it and click 'Register' button to register the product.

Registration ID: 3FJJ-ELG0XD2APGEBG9HZ-LWQ3RNL2HING0QAJ-10D6

License Key: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

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:

- Click on 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 https://www.stellarinfo.com/support/.

For price details and to place the order, click https://www.stellarinfo.com/email-tools/groupwise-to-pst-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 https://www.stellarinfo.com/support/enquiry.php.

E-mail to Stellar Support at support@stellarinfo.com.

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 Support	+31-208-111-188
Worldwide	+91-124-4326-777
Email Orders	orders@stellarinfo.com

Connect to GroupWise Server

You need to connect to the GroupWise server to access mailbox items in Stellar GroupWise to PST Converter for conversion.

To convert GroupWise mailbox to a PST file,

1. Run **Stellar GroupWise to PST Converter**. *Connect to GroupWise Server* dialog box is displayed, by default. You can click on **File ->Connect to Mailbox** or click [icon] on to open the 'Connect' dialog.

2. In *Connection Option* section:

   - **Convert single GroupWise mailbox to PST file**: Choose this option if you want to convert mail items from single GroupWise mailbox.

   - **Convert all GroupWise mailboxes to PST files**: Choose this option if you want to convert mail items from multiple, or all GroupWise mailboxes.

Single Mailbox Connection Options Screen

3. In the *GroupWise Server Information* section:

- If you have selected **Convert single GroupWise mailbox to PST file** in connection, then in the *GroupWise Server Information* section:
    - o **In Mailbox Name**: Type the required 'GroupWise mailbox name'.
    - o **Password**: Type user password that is used by the GroupWise user for login.
    - o **Address**:Type the IP address of server.
    - o **Port**: Type port number to identify the senders and receivers of messages.
- If you have selected **Convert all GroupWise mailbox to PST files** in connection, then in the *GroupWise Server Information* section:
    - o **Proxy User Name**: Type the required 'GroupWise administrator name'.
    - o **Password**: Type user password that is used by the GroupWise administrator user for login.
    - o **Address**:Type the IP address of server.
    - o **Port**: Type port number to identify the senders and receivers of messages.

All Mailboxes Connection Options Screen

4. Click **OK** button to continue.

Preview Mailbox Items

Once the GroupWise server is connected, the preview window is populated with the mailbox items. Preview window is a three pane structure. Left pane shows the connected mailbox(es) and folders as a tree, Top-right pane shows the content of the selected folder as a list. When any item in this list is clicked, it is shown in the bottom-right pane.
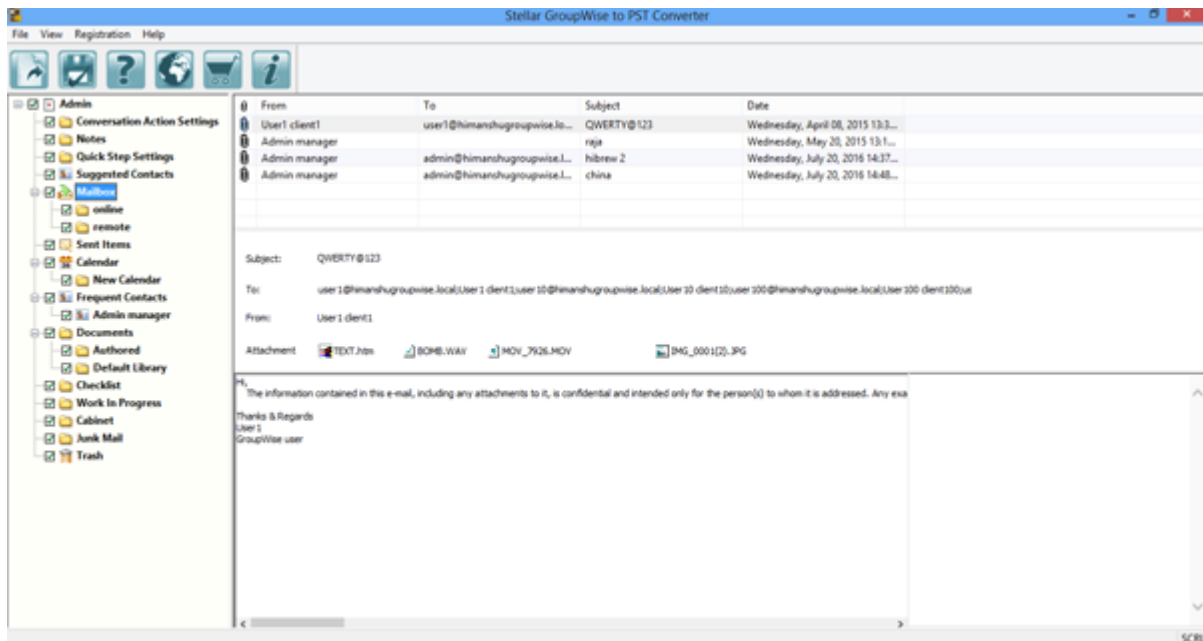
Preview Window
When Single mailbox is Connected

To preview a mail item

1. In the left pane, click on the required folder. All the items in the folder are displayed in the top-right pane.
2. Click the desired item in the top-right pane. Preview is shown in the bottom-right pane.
3. Scroll in the bottom-right pane to preview the mail item.
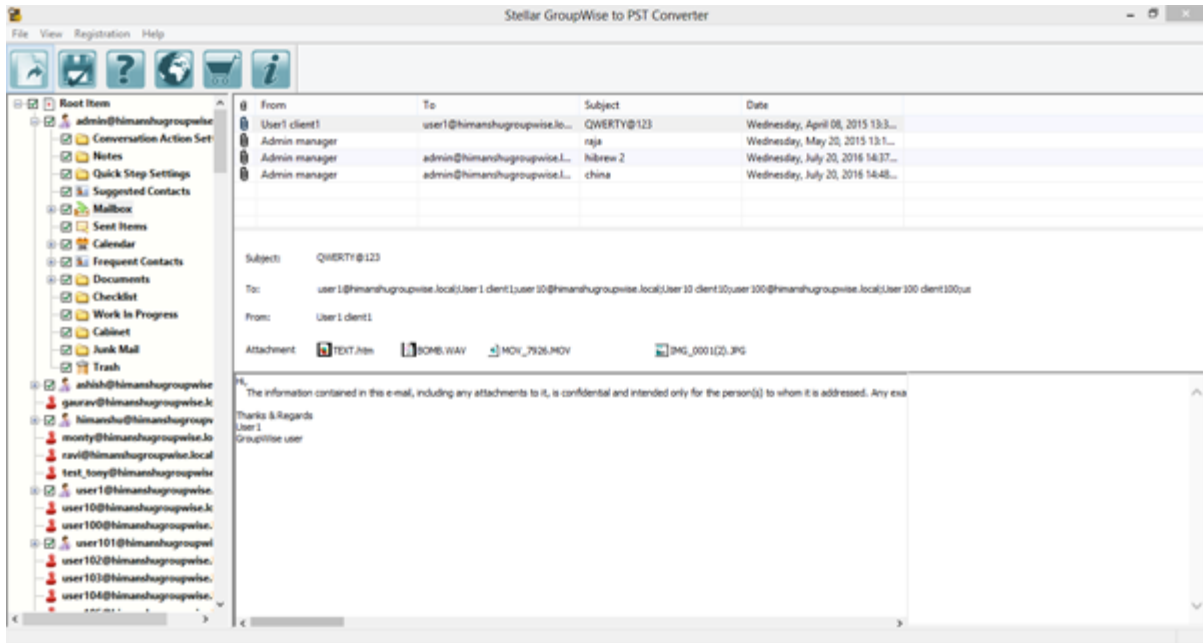
Preview Window

When all mailboxes are Connected

Convert and Save the Mailbox

After the GroupWise mailbox is connected and shown in the application, you can convert and save it.

Stellar GroupWise to PST Converter gives three options for conversion.

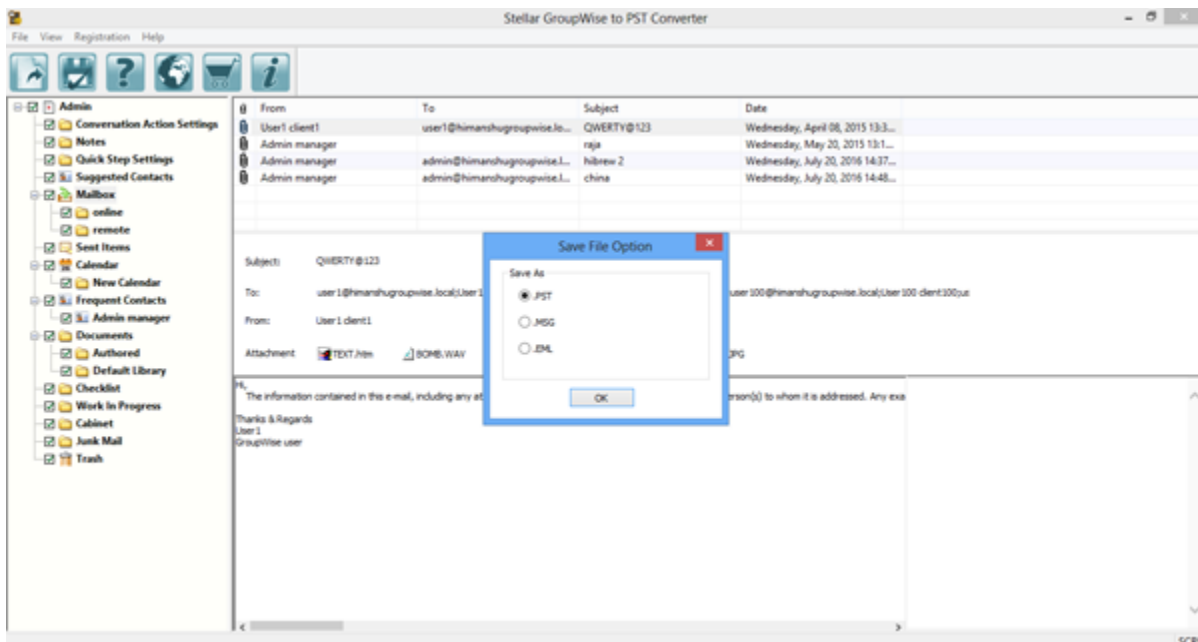To convert and save the mailbox

1. After connecting to GroupWise server, mailbox items are shown in the preview window.

2. Check a mail item (mailbox, folder or subfolder) in the left pane.

3. On the *File* menu, click **Save**. Or, click ![icon] on the toolbar.

Converting and Saving the Mailbox

4. In the *Save Options* window, select a format for conversion of the mailbox. Stellar GroupWise to PST Converter supports PST, MSG and EML formats.

5. Click **OK**.

6. If you have selected *PST file* option, an option dialog box is prompted, showing two options for saving the converted PST file. Note that, these two options in the dialog are only shown if you have connected using **Convert single GroupWise mailbox to PST file** option.

   - Choose *Create new PST* to save the converted mailbox in a new PST file.

- Choose *Append to existing PST* to merge the converted mailbox in an existing PST file.

- Click **Browse** to specify a location to save the file.

Save Options for PST File

7. Click **OK**.

To save converted mails to MSG or EML format:

1. After connecting to GroupWise server, mailbox items are shown in the preview window.
2. Check a mail item (mailbox, folder or subfolder) in the left pane.
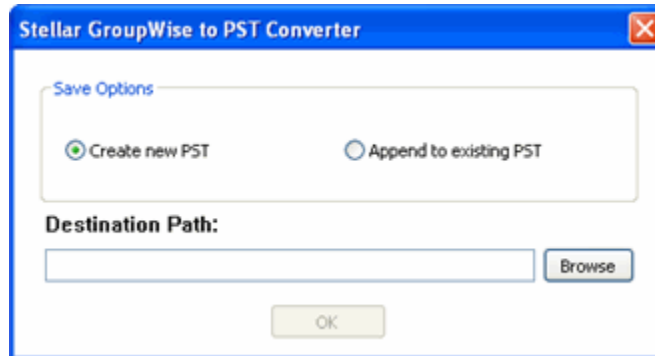3. Click **Save** icon on toolbar, or select **Save** option from **File** Menu.
4. In Save Mailbox Option dialog box, select either **MSG** or **EML** radio button and click **OK**.
5. In **Stellar GroupWise to PST Converter** dialog box, click **Browse** and select the location where you want to save the converted file. Click **OK**.

View Log Report

You can view, clear and save log report of activities performed in Stellar GroupWise to PST Converter.

To view log report

- On the *View* menu, click **Log Report** option.

- In the *Log Report* window,

  o Click **General Details** tab to view general report.

  o Click **Saved Data Details** tab to view log of the saved mailboxes.
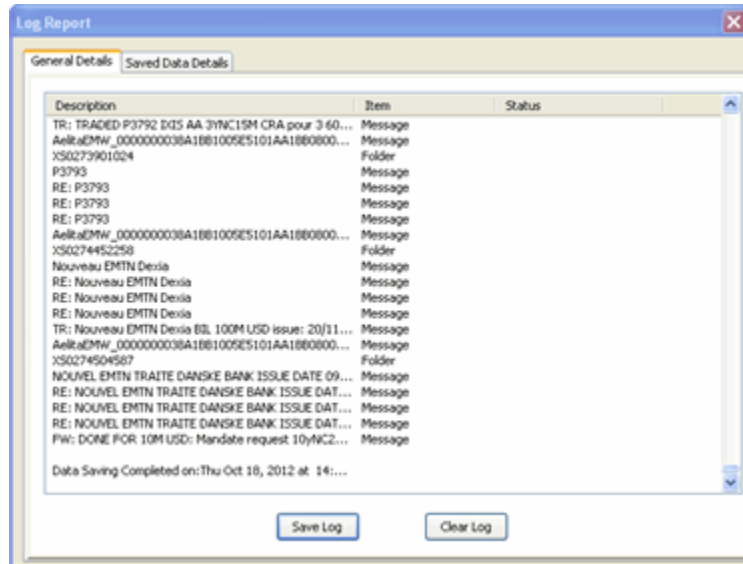
To save log report

- In the *Log Report* window, click **Save Log** button.
- In the *Browse For Folder* dialog box, specify the destination folder to save log file. Click **OK**.

To clear log report

- In the *Log Report* window, click **Clear Log** button.

View Saved Data Details

You can view, clear and store 'Saved data details report' using Stellar GroupWise to PST Converter.

To view log report

- On the *View* menu, click **Log Report** option.

- In the *Log Report* window, click *Saved Data Details* tab. All the mailboxes 'converted previously' are shown as a list.

To save log report

- In the *Log Report* window, click **Save Log** button.
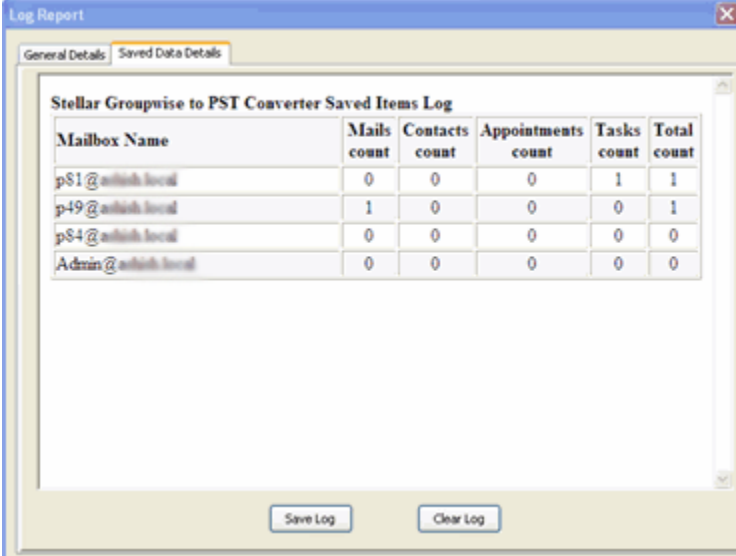- In the *Browse For Folder* dialog box, specify the destination folder to save log file.
- In the *Save as Type* option, specify a type (.txt, .CSV, or .html).
- Click **OK**.

To clear log report

- In the *Log Report* window, click **Clear Log** button.

FAQs

1. **What does demo version of the software do?**

   Demo version of the software shows preview of all data but after saving as PST file, when you open the saved mail items:

   - **If you open a e-mail**:

     - In the 'Sender information', To:, cc:, and bcc: is not shown.

     - In 'attachment', attachment name will be displayed but will show as blank when opened.

     - 'Subject' of the mail will be shown.

     - 'Mail body' will be shown.

   - **If you open the Calender**: *Location* information will be shown as demo; Current date will be shown for *Start date* and *End date*.

   - **In the Task**: Owner will be demo; Current date will be shown for *Start date* and *End date*.

   - **In the Contacts**: Name of the contact will be shown; e-mail Id will not be shown; in place of address 'demo' will be shown.

   You can save all the converted data in the registered version. To save the converted mailbox, you need to purchase and register the software.

2. **Can I convert address book and New Group in GroupWise?**

   Yes, you can convert address book into a PST file. New Group will be shown as Distribution List in the converted PST file.

3. **How much time will the software take to convert mailbox to a PST file?**

   The time taken in converting mailbox items is dependent on the amount of the items.

4. **Does Stellar GroupWise to PST Converter makes any change to my mailbox while conversion?**

   No. It only creates a PST, MSG or EML file as selected by the user. Original GroupWise mailbox is kept as it is.

5. **Does the software provide support for multiple languages?**

   Yes, it supports multilingual clients in different languages.

Legal Notices

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Stellar GroupWise to PST Converter

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A widest range of data recovery software that helps you recover your valued data lost after accidental format, virus problems, software malfunction, file/directory deletion, or even sabotage!. More Info >>

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A wide range of mail recovery, mail repair and mail conversion applications for MS Outlook, MS Outlook Express and MS Exchange useful in instances of data loss due to damages and corruption of E-mail. More Info >>

Data Protection

A wide range of Prevent Data Loss, Data backup and Hard Drive Monitoring Applications to ensure complete data protection against hard drive crash. More Info >>

Data Sanitization

Data cleanup and file eraser utility can delete selected folders, groups of files, entire logical drives, System Traces & Internet traces. Once the data have been removed using Stellar Wipe - Data File eraser utility, it is beyond recovery limits of any Data Recovery Software or utility. More Info >>

Data Erasure

Stellar Data Erasure software under the brand BitRaser help businesses & consumers permanently erase confidential data beyond the scope of data recovery. You can perform high speed bulk data erasure & generate erasure certificates for audit trail purpose.

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