



**Stellar Mailbox Extractor**

**for Exchange Server 8.0**

**User Guide**

# Overview

**Stellar Mailbox Extractor for Exchange Server** converts mailboxes from MS Exchange database files into PST files. It allows you to convert Online and Offline Exchange database (EDB) to PST files. The software also provides preview of mailbox items such as - Emails, Contacts, Calendar, Notes, Attachments, Sent items, etc.

## Key Features of Stellar Mailbox Extractor for Exchange Server

- Support for MS Exchange Server 2013.
- Export offline EDB data to live Exchange Mailbox.
- Option to save converted mailbox to Office 365.
- Search particular mails from the converted file.
- Convert multiple EDB files.
- Save converted data in HTML, RTF, PDF formats.
- User-friendly and secure software.
- Converts Online Exchange database (EDB) to PST file(s).
- Converts Offline Exchange database (EDB) to PST file(s).
- Supports PUB.EDB files for Offline conversion.
- Selective conversion of user mailboxes to PST file(s).
- Supports MS Office 2016, 2013, 2010, 2007, 2003.
- Supports MS Exchange Server 2016 / 2013 / 2010 / 2007 / 2003 / 2000 / 5.5.
- Provides preview of mailboxes and mailbox items such as - Emails, Contacts, Calendar, Notes, Sent items, Attachments, etc.
- Compatible with Windows 10 / Windows 8 / Windows 7 / Windows Vista / Windows Server 12 / Windows Server 8.

# 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 / Windows 8 / Windows 7 / Windows Vista / Windows Server 12 / Windows Server 8
- **Memory:** Minimum 1 GB
- **Hard Disk:** 50 MB of Free Space
- **MS Outlook:** 2016, 2013, 2010, 2007, 2003 / Office 365

## To install the software, follow these steps

- Double-click **StellarMailboxExtractorforExchangeServer.exe** executable file to start installation. **Setup- Stellar Mailbox Extractor for Exchange Server** 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 Mailbox Extractor for Exchange Server Setup Wizard** window is displayed. Click **Finish**.

**Note:** Clear **Launch Stellar Mailbox Extractor for Exchange Server** check box before clicking **Finish** to prevent the software from launching.

# Launching the Software

## To launch Stellar Mailbox Extractor for Exchange Server in Windows 10

- Click **Stellar Mailbox Extractor for Exchange Server** tile on the home screen. Or,
- Double click **Stellar Mailbox Extractor for Exchange Server** icon on the desktop.

## To launch Stellar Mailbox Extractor for Exchange Server in Windows 8.1 / 8

- Click **Stellar Mailbox Extractor for Exchange Server** tile on the home screen. Or,
- Double click **Stellar Mailbox Extractor for Exchange Server** icon on the desktop.

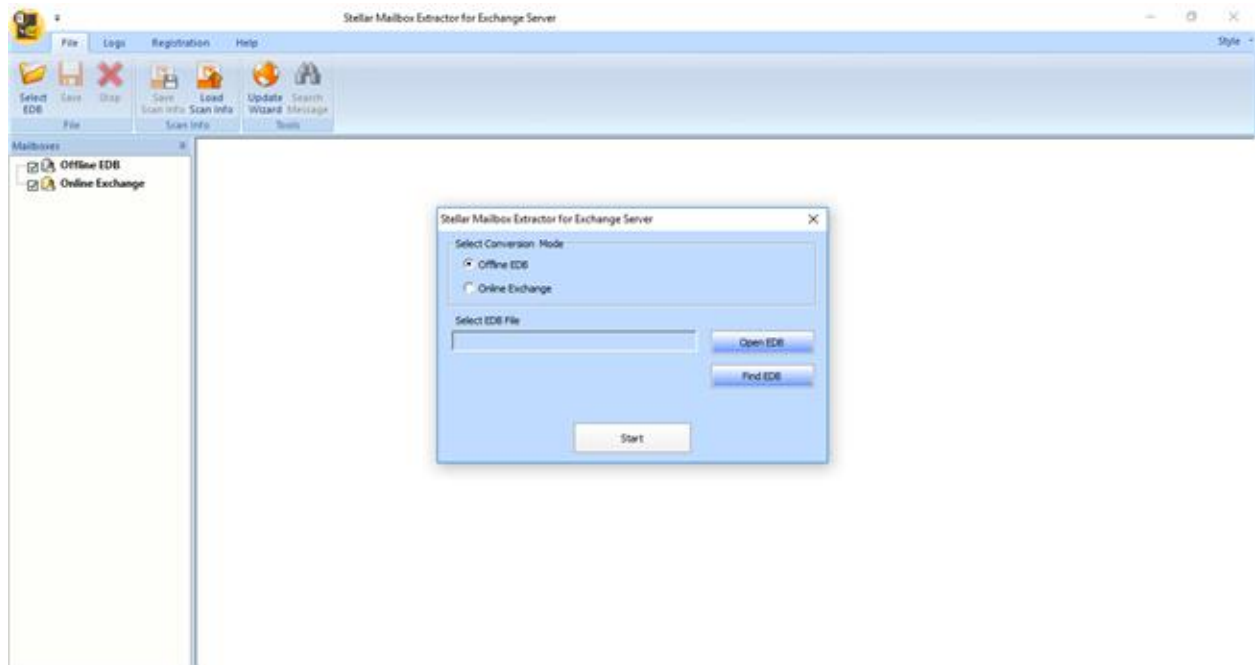
## To launch Stellar Mailbox Extractor for Exchange Server in Windows 7 / Vista

- Click Start -> Programs -> **Stellar Mailbox Extractor for Exchange Server** -> **Stellar Mailbox Extractor for Exchange Server**. Or,
- Double click **Stellar Mailbox Extractor for Exchange Server** icon on the desktop. Or,
- Click **Stellar Mailbox Extractor for Exchange Server** icon in Quick Launch.

# User Interface

**Stellar Mailbox Extractor for Exchange Server** software has a very easy to use Graphical User Interface. The user interface contains features required for conversion.

After launching the software, you will see the main user interface as shown below. You can select either of the conversion mode to start the conversion process.



The user interface contains Menus and Buttons that let you access various features of the software with ease.

# Menus

## File Menu



### Select EDB

Use this option to select the EDB file which you want to convert.

### Save

Use this option to save the converted file.

### Stop

Use this option to stop the conversion process.

### Save Scan Info

Use this option to save the scan information of the converted files.

### Load Scan Info

Use this option to load the scan information.

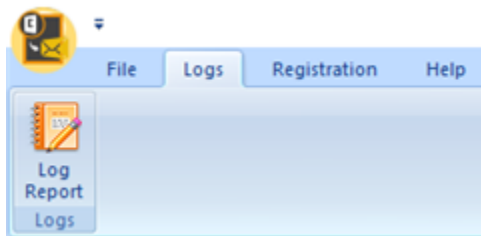
### Update Wizard

Use this option to check for both, latest minor and major versions available online.

### Search Message

Use this option to search for particular mails from the converted file.

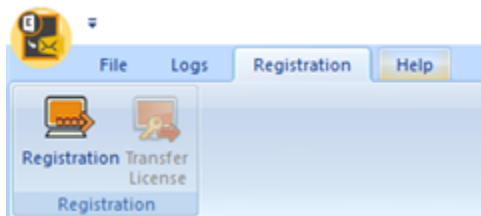
## Logs Menu



### Log Report

Use this option to view / save the log report.

## Registration Menu



### Registration

Use this option to register the software after purchasing.

### Transfer License

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

## Help Menu



### Help

Use this option to view the help manual for the software.

### Order

Use this option to buy **Stellar Mailbox Extractor for Exchange Server** software.

### Support

Use this option view the support page of [stellarinfo.com](http://stellarinfo.com)

## Knowledgebase

Use this option to visit Knowledgebase articles of [stellarinfo.com](http://stellarinfo.com)

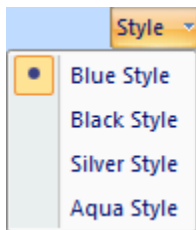
## Enquiry

Use this option to submit enquiry to [stellarinfo.com](http://stellarinfo.com)

## About

Use this option to read information about the software.

## Style Menu



Use this option to switch between various themes for the software, as per your choice.



# Buttons



Click this button to select the EDB file which you want to convert.



Click this button to save the converted file.



Click this button to stop the conversion process.



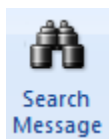
Click this button to save the scan information of the converted files.



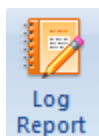
Click this button to load the scan information.



Click this button to check for both, latest minor and major versions available online.



Click this button to search for particular mails from the converted file.



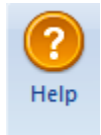
Click this button to view / save the log report.



Click this button to register the software after purchasing.



Click this button to transfer the license of the registered software to another computer.



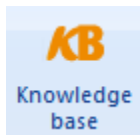
Click this button to view the help manual for the software.



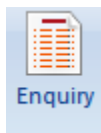
Click this button to buy **Stellar Mailbox Extractor for Exchange Server** software.



Click this button view the support page of stellarinfo.com.



Click this button to visit Knowledgebase articles of stellarinfo.com.



Click this button to submit enquiry to stellarinfo.com.



Click this button to read information about the software.

# Ordering the Software

Click <http://www.stellarinfo.com/email-tools/mailbox-extractor.php> to know more about **Stellar Mailbox Extractor for Exchange Server**.

To purchase the software online, please visit <http://www.stellarinfo.com/email-tools/mailbox-extractor/buy-now.php>

Alternatively, click **Order** icon in **Help Menu** on **Menu 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 activate the software.

# Registering the Software

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 Mailbox Extractor for Exchange Server** 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.

- **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**

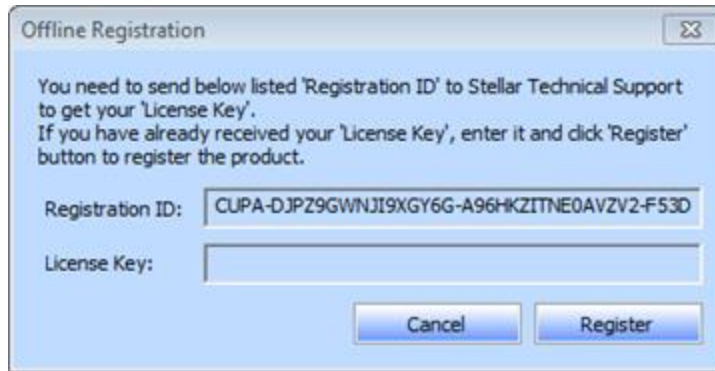
Offline Registration enables you to register the product when your computer does not have an Internet connection.

- **To register the software offline:**

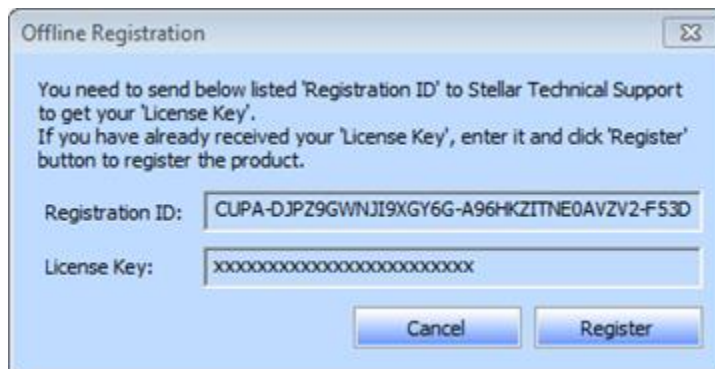
1. From the *Register* window, select **Offline Registration**. Click **OK**.



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 Mailbox Extractor for Exchange Server**. 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**.

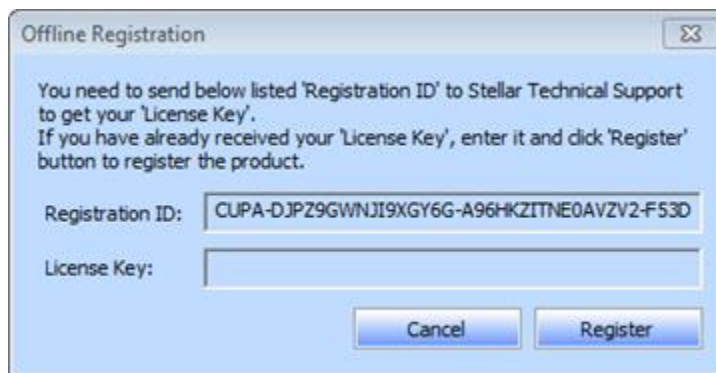
# Transfer License

**Stellar Mailbox Extractor for Exchange Server** 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 Mailbox Extractor for Exchange Server** 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.

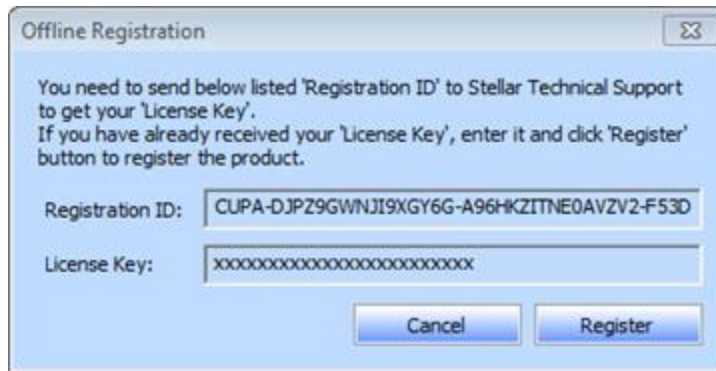


5. You can also save the License Key generated on the source computer. Click **Save to File** button to save the Registration ID and the License Key. In **Browse for Folder** dialog box, select the location where you want to save the details. Click **OK**.
6. 'License Key has been saved successfully'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



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 Software

Stellar releases periodical software updates for **Stellar Mailbox Extractor for Exchange Server** software. You can update the software to keep it up-to-date. These updates can add a new functionality, feature, service, or any other information that can improve the software. Update option of the application is capable of checking for latest updates. This will check for both latest minor and major versions 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 of the software cannot be updated.

## To update Stellar Mailbox Extractor for Exchange Server

- Click Update Wizard icon from **File Menu**.
- **Stellar Phoenix Update Wizard** window opens. Click **Next**. The wizard will search for latest updates, and if it finds any new updates, a window will pop up indicating its availability.
- Click **Next** and the software will download the files from the update server. When the process is complete, the software will upgrade to the latest version.

## Live Update may not happen due to following reasons

- Internet connection failure
- Updates are not available
- Unable to download configuration files
- Unable to locate updated files or version
- Unable to locate executable file

**Note:** *If a major version is available, you need to purchase the software in order to upgrade it.*

# 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 <http://www.stellarinfo.com/support/>

For price details and to place the order, click <http://www.stellarinfo.com/email-tools/mailbox-extractor/buy-now.php>

Chat Live with an Online technician at <http://www.stellarinfo.com>

Search in our extensive Knowledgebase at <http://www.stellarinfo.com/support/kb/>

Submit enquiry at <http://www.stellarinfo.com/support/enquiry.php>

E-mail to Stellar Support at [support@stellarinfo.com](mailto:support@stellarinfo.com)

## Support Helpline

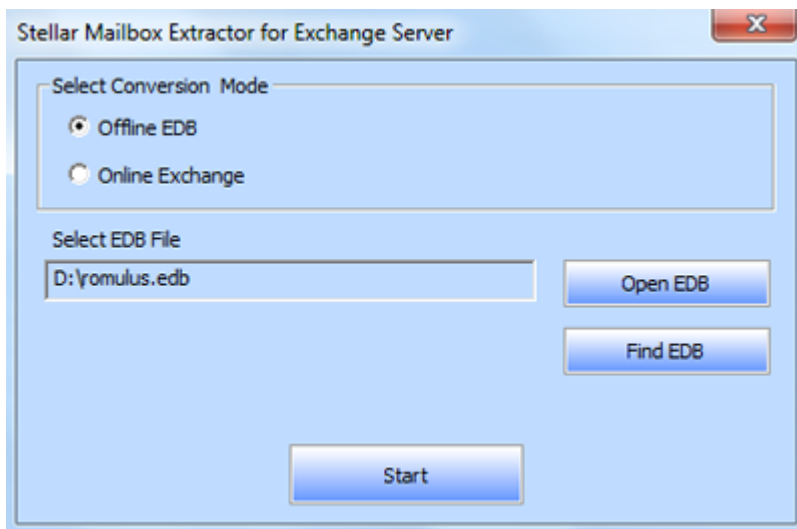
### Monday to Friday [ 24 Hrs. a day ]

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	+91-124-432-6777
Email Orders	<a href="mailto:orders@stellarinfo.com">orders@stellarinfo.com</a>

# Select EDB File

## To Select an EDB File

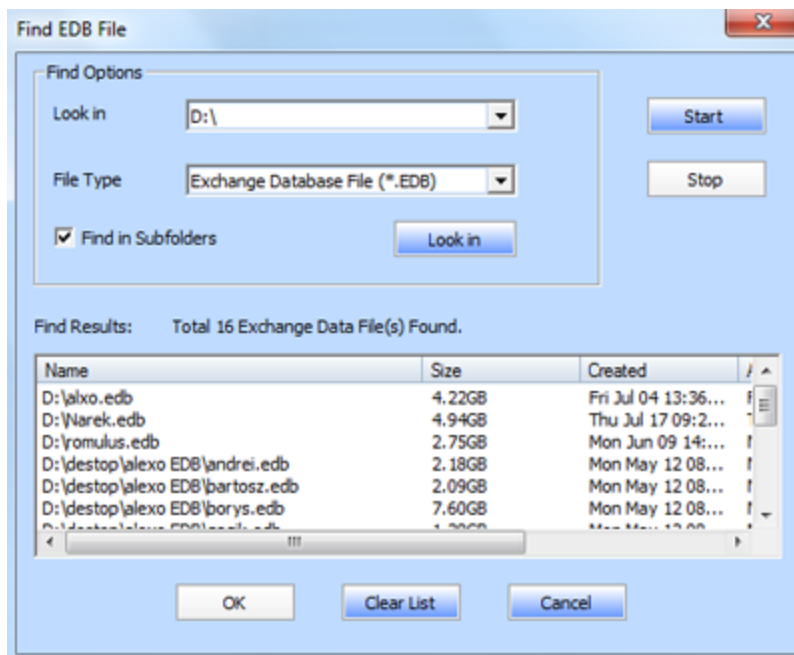
- Click **Select EDB** from **File Menu**.
- In **Stellar Mailbox Extractor for Exchange Server** dialog box, select **Offline EDB** from **Select Conversion Mode** section.
- Click **Open EDB** to select the EDB file that you want to convert.



**Stellar Mailbox Extractor for Exchange Server** also allows you to search for EDB files in your computer's hard drive, in case you don't know their location.

## To Find an EDB File

- Click **Find EDB** in **Stellar Mailbox Extractor for Exchange Server** dialog box. **Find EDB File** dialog box opens.
- From **Find Options** section, select the required drive from the **Look in** list box or click **Look in** to search for EDB files within a specific folder. Click **Start** to start searching for EDB files.
- After the search is complete, list of EDB files found in the selected drive / folder is shown in **Find EDB File** dialog box as shown below:

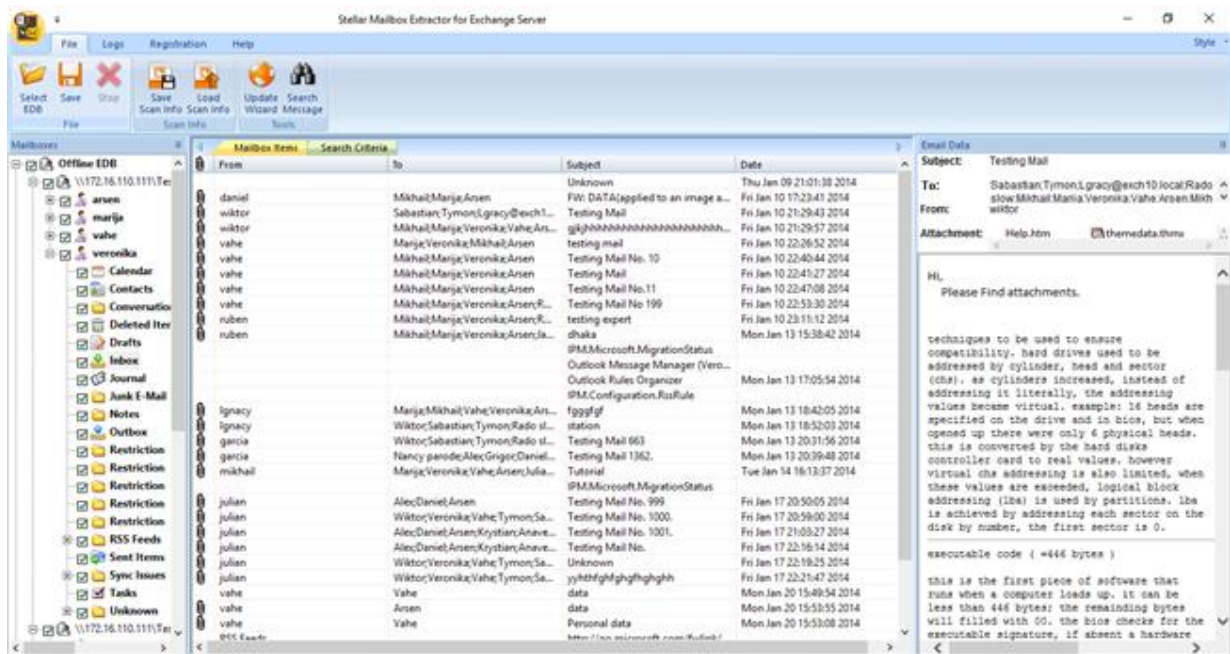


- Select file you wish to convert from this list and click **OK**.

# Convert Files

- After selecting the EDB file that you want to convert, click **Start** to start the conversion process.
- Once the conversion process is complete, you can preview the converted file.

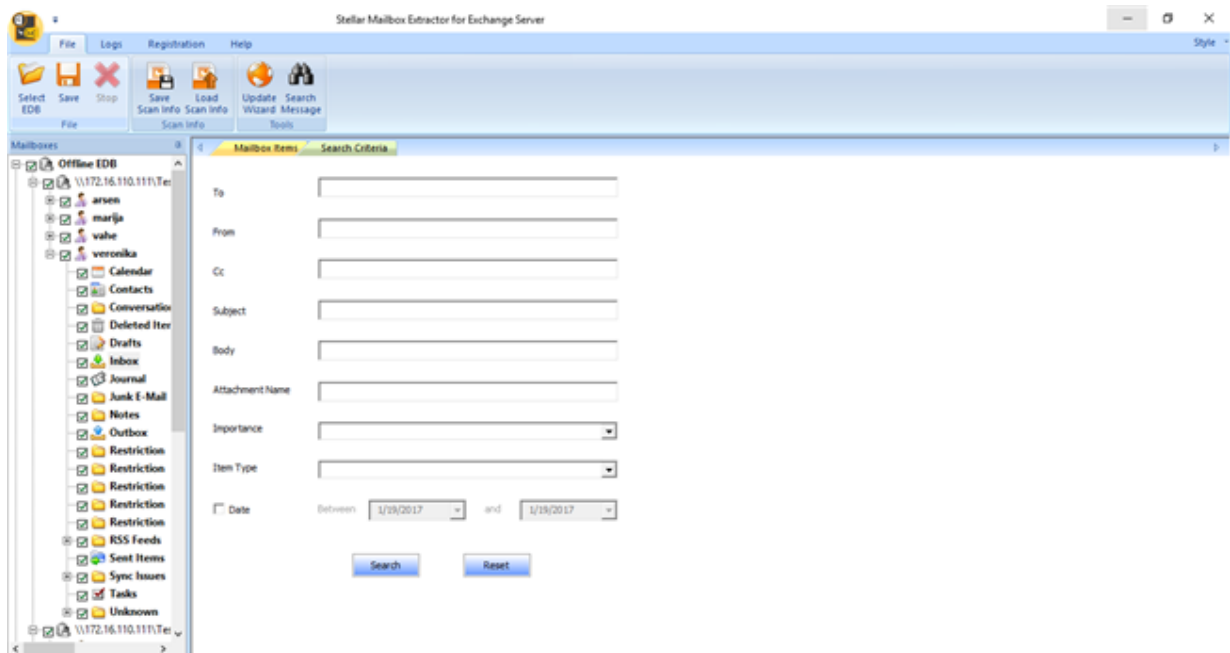
Left pane displays selected EDB filename under Root node in a tree like structure while the Middle pane displays the list of converted mails. Click on any mail in the middle pane to see it's content, which is displayed in right pane as shown below.



**Stellar Mailbox Extractor for Exchange Server** also allows you to search for particular mails from the converted file.

## To search for particular mails

Click on **Search Criteria** tab in Preview window, or select **Search Message** from **File Menu**.



- Enter your requirements for any of the given attributes and then click **Search** to search for mails. However, you can only select one EDB at a time to search for mails.

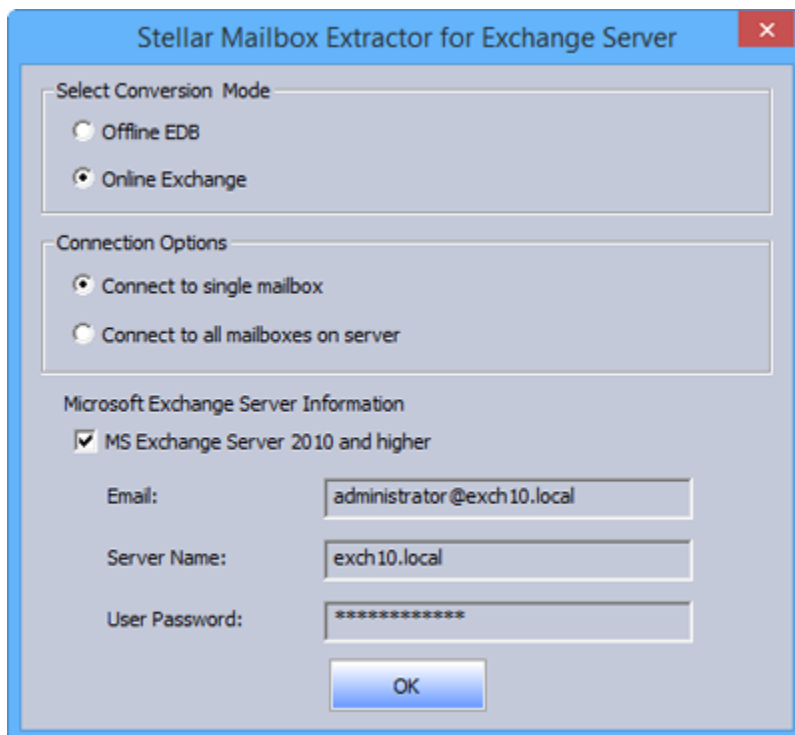


# Connect to Single / All Mailbox(s)

For Online conversion of EDB to PST Files, you need to connect to mailboxes on Exchange Server.

## To convert EDB from a single mailbox on Exchange Server

- Click **Select EDB** from **File Menu**.
- In **Stellar Mailbox Extractor for Exchange Server** dialog box, select **Online Exchange** from **Select Conversion Mode** section.



- Select **Connect to a Single Mailbox** from **Connection Options**.
- Enter **Mailbox Name** and **Server Name** (for MS Exchange 5.5 / 2000 / 2003 / 2007) or check the Exchange Server 2007 / 2010 / 2013 / 2016 checkbox to enter Email ID, Server name and password (for MS Exchange 2007 / 2010 / 2013 / 2016) in **Microsoft Exchange Server Information** section.
- Click **OK**. The application will start connecting to the Exchange Server and once the connection is established, a window containing name and status (connected / disconnected) of the mailbox will be displayed.

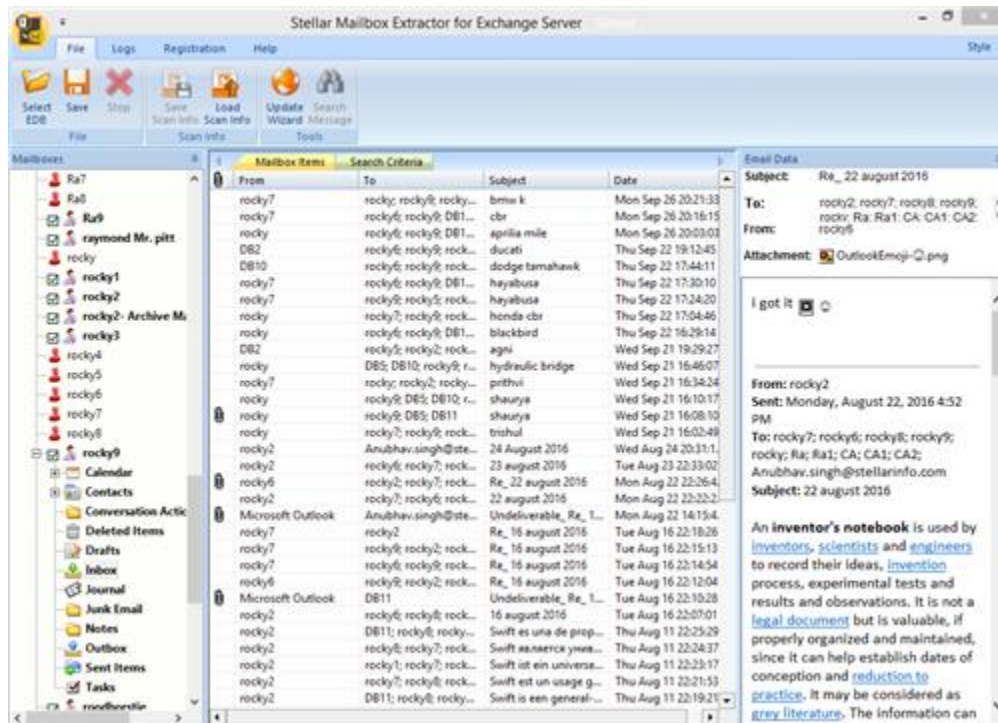


Stellar Mailbox Extractor for Exchange Server	
User Name	Status
hakob	Connected
hamlet	Connected
harutyun	Connected
hayk	Connected
herry	Connected
hubert	Connected
husen	Connected
jacky	Connected
jakub	Connected
jally	Connected
johne	Connected
journal	Disconnected
journal mailbox	Disconnected
julian	Connected
Junaid Hanif	Connected
kacper	Connected
kalis	Connected
karen	Connected
karol	Connected
krystian	Connected
leon	Connected
Ignacy	Connected
lopez	Connected
Connected Mailboxes: 81	
Disconnected Mailboxes: 2	
<a href="#">How to Connect disconnected mailboxes</a>	
OK	

# Convert Online EDB

Once **Stellar Mailbox Extractor for Exchange Server** establishes a connection with Exchange Server, a window displays mailbox and its status. If you have selected **Connect to all mailboxes on server** option, the window displays a list of all mailboxes and their status with total number of connected and disconnected mailboxes. Click **OK** to close the window and preview the converted file.

Left pane displays selected EDB filename under Root node in a tree like structure while the Middle pane displays the list of converted mails. Click on any mail in the middle pane to see its content, which is displayed in right pane as shown below.



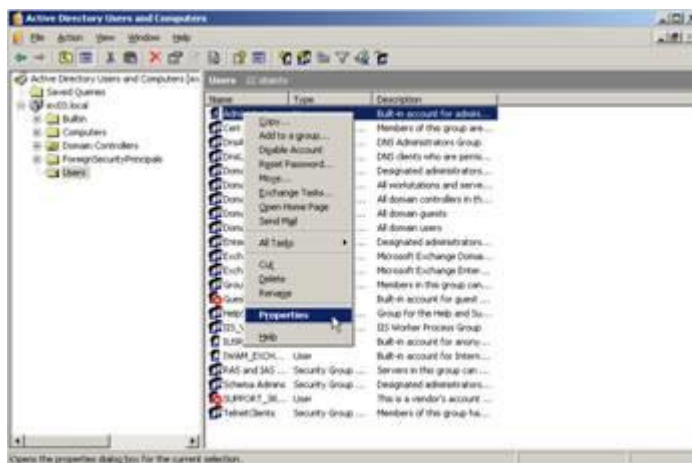
# Grant Full Mailbox Rights in MS Exchange Server 2003 and 2000

In Exchange Server 2003 and 2000, by default even accounts having Enterprise Administrator privileges are not allowed to access all mailboxes of the Exchange Server. Even administrators have no right to open mailbox on any of the servers. Thus, you can access only mailboxes of your account, even if you have full admin, domain admin or enterprise admin rights. This limitation can be overcome by certain methods. But these methods can be applied only if they confer with security and privacy policies. We will discuss these methods to grant Full Mailbox Permission access rights in detail.

## Access a Single Mailbox

If you have the proper Exchange Server administrative rights, you can follow the underlying procedure to access a single mailbox in Exchange 2003 and 2000.

- Click **Start** menu.
- In **Run** dialog box, type **mmc dsa.msc**.
- Click **OK**. Active Directory window is displayed.
- If **Advanced Features** is not selected, select it in **View** menu options.
- In the list of users shown in **Active Directory**, right-click on the user whose mailbox permission is to be given. Select **Properties** option.



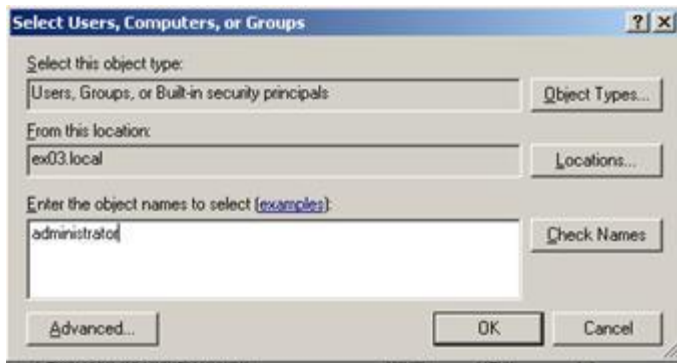
- In the [User] **Properties** dialog box, click **Exchange Advanced** tab.



- In **Exchange Advanced** window, click **Mailbox Rights** button. [User] Permission dialog box is displayed.



- In **Permission** dialog box, click the user or group whose mailbox is to be accessed. If user is not present in the list click **Add** button. Enter the object name and click **OK**.

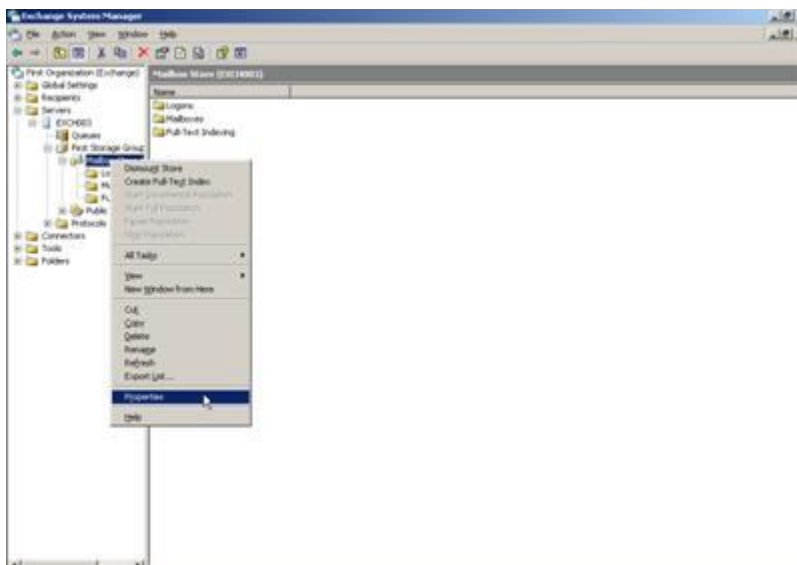


- Select **Full mailbox access** option under **Allow** column.
- Click **Apply** and then click **OK**.

### Access to Mailboxes of a Specific Mailbox Store

If you have proper **Exchange Server** administrative rights, you can follow the underlying procedure to access mailbox on a specific store in Exchange Server 2003 and 2000.

- Run **Exchange System Manager** (ESM).
- Navigate and select required **Mailbox Store** in the appropriate server object.
- Right-click on **Mailbox Store** and click **Properties** option. Properties dialog box appears.



- Click **Security** tab option.



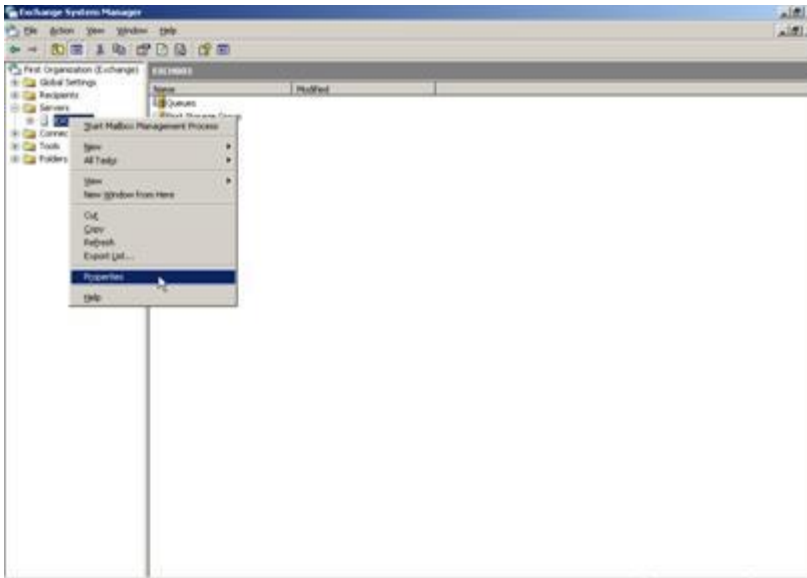
- In **Properties** dialog box, click the user or group whose mailbox is to be accessed. If user is not present in the list click **Add** button. Enter the object name and click **OK**.
- Select **Full Control** options under **Allow** column.
- Click **Apply** and then click **OK**.

## If Mailbox is on a Specific Server

If you have the proper 'Exchange Server' administrative rights, you can follow the underlying procedure to access mailbox on a specific Server in Exchange 2003 and 2000.

- Start **Exchange System Manager**.
- Navigate to desired **Administrative Group** and then the **Server** under the servers node. Right-click on the selected server and choose **Properties** option.





- Click **Security** tab.



- In **Properties** dialog box, click the user or group whose mailbox is to be accessed. If user is not present in the list click **Add** button. Enter the object name and click **OK**.
- Select **Full Control** under **Allow** column.
- Click **Apply** and then click **OK**.

Wait for few minutes depending on number of domain controllers, **Global Catalogs** and site replication schedules and intervals for the changes to take place.

# Grant Full Mailbox Rights in MS Exchange Server 2016, 2013, 2010 and 2007

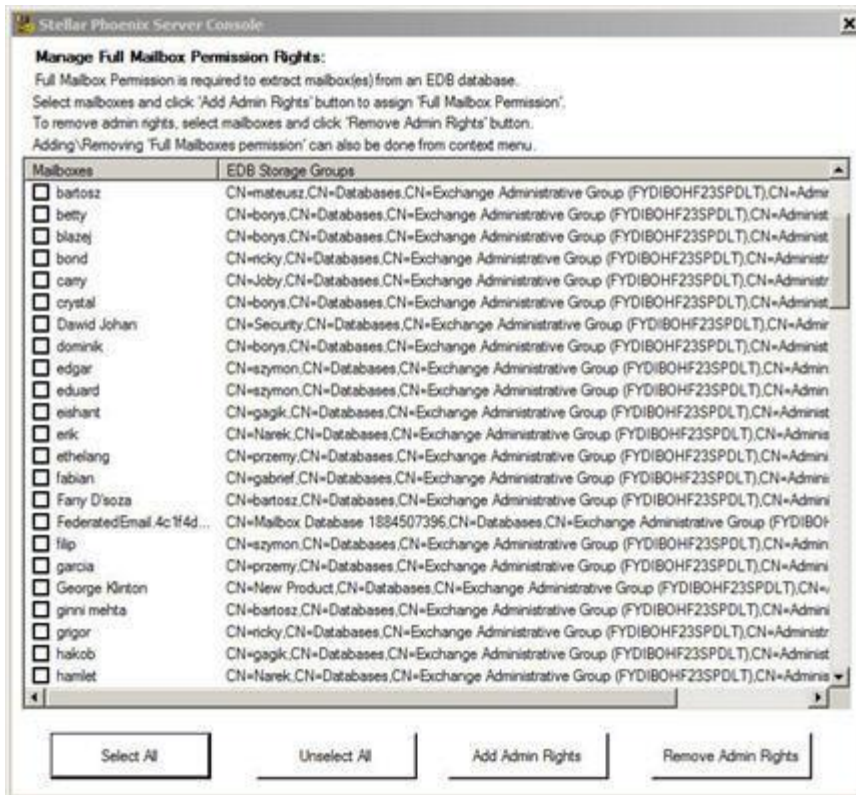
If you have MS Exchange Server 2016, 2013, 2010 or 2007 with .Net framework 3.5 or higher, then you need to use **Stellar Phoenix Server Console.exe** to provide the Full Mailbox Permission to disconnected mailboxes.

## To grant Full Mailbox Rights using Stellar Phoenix Server Console.exe

- Launch **Stellar Phoenix Server Console.exe**. Login dialog box opens.



- After providing **Domain Name**, **User Name** and **Password**, you will get a window with list of mailboxes as shown below:



- To select all the mailboxes, press **Select All**.
- To deselect all the mailboxes, press **Unselect All**.
- To give Full Mailbox Rights to selected mailbox (s), press **Add Admin Rights**.
- To remove Full Mailbox Rights from the selected mailbox (s), press **Remove Admin Rights**.

**Note:** .Net framework 3.5 should be installed on the 'Server' to run **Stellar Phoenix Server Console.exe**.

# Save & Load Scan Info

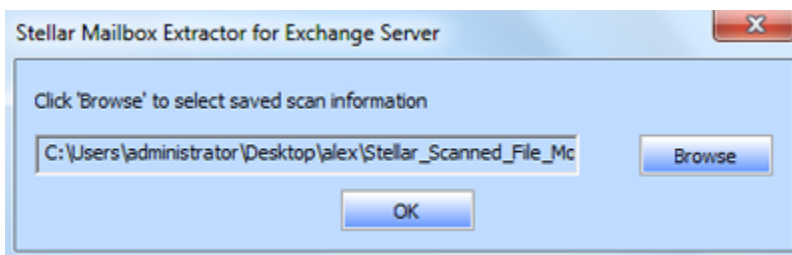
With **Stellar Mailbox Extractor for Exchange Server**, you can save the scan information of the converted files, in case you need to access it at a later stage.

## To save the scan info

- From **File Menu**, select **Save Scan Info**.
- Click **Browse** to select the destination where you want to save the scan info. Click **OK**.

## To load the scan info

- From **File Menu**, select **Load Scan Info**.
- Click **Browse** to select the .img file from which you want to load the scan info. Click **OK**.

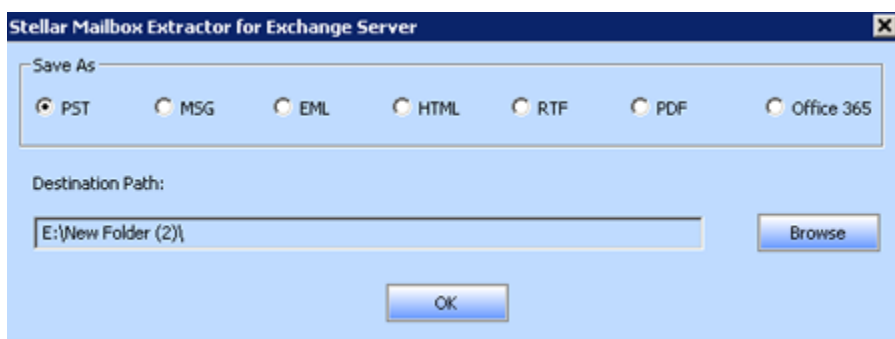


# Save Converted Files

**Stellar Mailbox Extractor for Exchange Server** allows you to save the converted files in various formats like PST, MSG, EML, HTML, RTF, PDF and Office 365 or export them to an online exchange server.

## To save the converted files

- Click **Save** from **File Menu**.
- Select the required format and then select the destination where you want to save the file. Click **OK**.



Using **Stellar Mailbox Extractor for Exchange Server**, you can save individual mailboxes in either of the given formats.

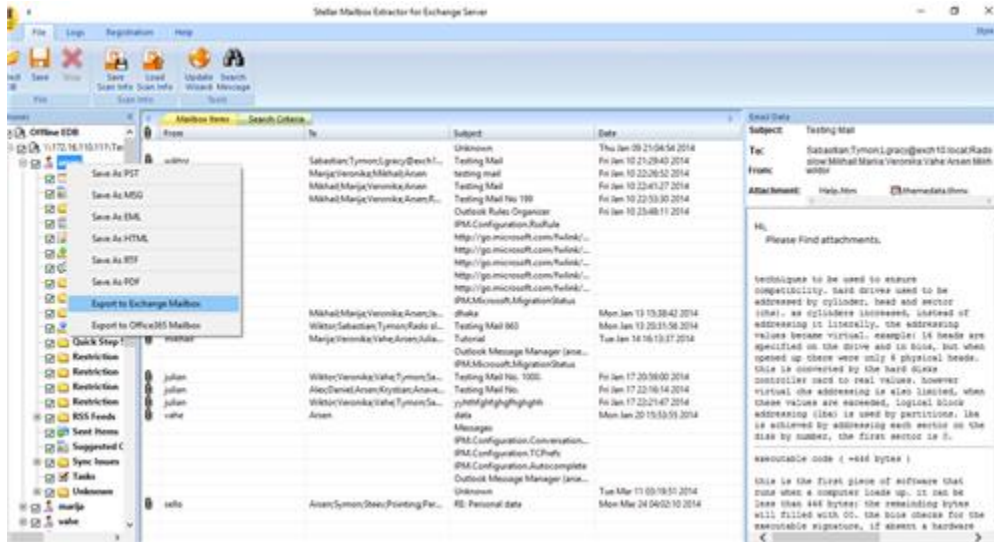
## To save mailboxes individually, simply right-click on it and

- Select Save as PST to save the mailbox in PST format.
- Select Save as MSG to save the mailbox in MSG format.
- Select Save as EML to save the mailbox in EML format.
- Select Save as HTML to save the mailbox in HTML format. (Attachments cannot be saved, however, their names are visible)
- Select Save as RTF to save the mailbox in RTF format. (Attachments cannot be saved, however, their names are visible)
- Select Save as PDF to save the mailbox in PDF format. (CC of the mails is not shown and attachments cannot be saved, however, their names are visible)

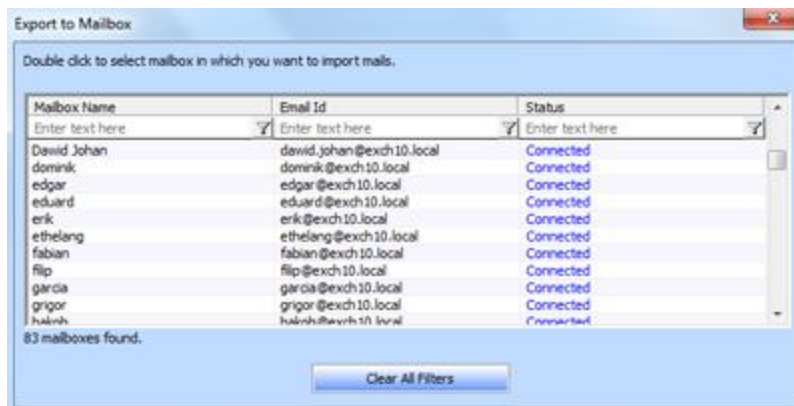
**Note:** You can also right click on a message to save it individually in all formats **except PST**.

# You can export the converted file to an Exchange Mailbox as well, using the following steps

- Right Click on the tree item which you want to export and select **Export to Exchange Mailbox**.



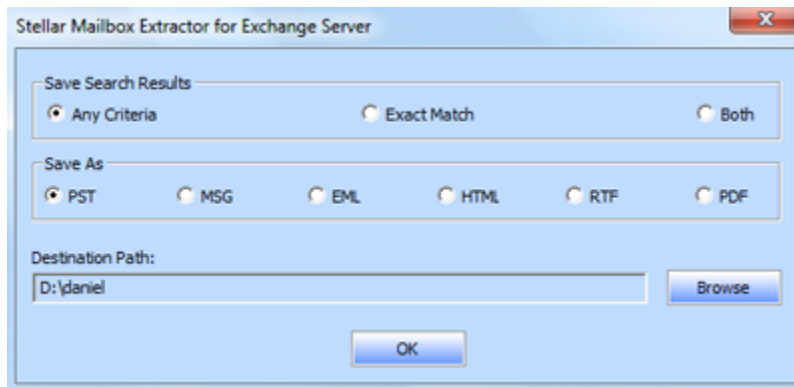
- In **Connect to Exchange Server Mailbox** dialog box, choose **Connect to single mailbox** or **Connect to all mailboxes on server**, based on your requirement.
- In **Connect to Exchange Server Mailbox** dialog box, select Connection Options (either **Connect to single mailbox** or **Connect to all mailboxes on server**) and then enter Microsoft Exchange Server Exchange Information details. Click **OK**.
- In **Export To Mailbox** dialog box, double click the mailbox to which you want to export the mails. Click **OK**.



**Stellar Mailbox Extractor for Exchange Server** also allows you to save only those messages, which you have searched for using **Search Criteria** option.

### To save search results

- Click **Save** from **File Menu**.
- Select **Save Search Results** and click **OK**.
- Select your preference from **Save Search Results** section, select the required format, and then select the destination where you want to save the file. Click **OK**.



**Note:** After search is complete, you can right click on messages to save them individually.

**Note:** To save mailbox data in PST, MSG, EML, HTML, RTF, PDF format you need to install office 2003 / 2007 / 2010 / 2013 / 2016.



# Import PST file in MS Outlook

## To import PST file in Microsoft Outlook 2016 / 2013

- Open Microsoft Outlook. From **File Menu**, select **Open & Export**.
- Select **Import / Export** option from the right pane.
- From **Import and Export Wizard** window, select **Import from another program or file**, click **Next**.
- In **Import a File** dialog box, select **Outlook Data File (.pst)**, click **Next**.
- Click **Browse** to locate the PST file that needs to be imported. In the options box, select an appropriate option. Click **Next**.
- In **Import Outlook Data File** dialog box, select the folders that should be imported in Microsoft Outlook. Click **Finish**.

## To import PST file in Microsoft Outlook 2010

- Open Microsoft Outlook. From **File Menu**, select **Open -> Import**.
- From **Import and Export Wizard** window, select **Import from another program or file**, click **Next**.
- In **Import a File** dialog box, select **Outlook Data File (.pst)**, click **Next**.
- Click **Browse** to locate the PST file that needs to be imported. In the options box, select an appropriate option. Click **Next**.
- In **Import Outlook Data File** dialog box, select the folders that should be imported in Microsoft Outlook. Click **Finish**.

## To import PST file in Microsoft Outlook 2007 / 2003

- Open Microsoft Outlook. From **File menu**, select **Import and Export**.
- From **Import and Export Wizard** window, select **Import from another program or file**, click **Next**.
- In **Import a File** dialog box, select **Personal Folder File (PST)**, click **Next**.

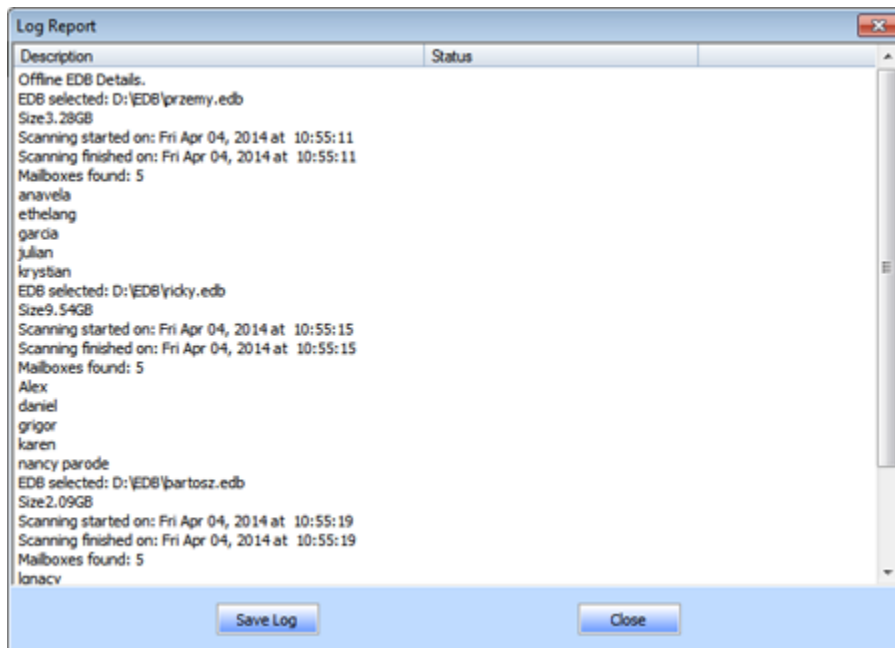
- Click **Browse** to locate the PST file that needs to be imported. In the options box, select an appropriate option. Click **Next**.
- In **Import Personal Folders** dialog box, select the folders that should be imported in Microsoft Outlook. Click **Finish**.

# View Log Report

With **Stellar Mailbox Extractor for Exchange Server**, you can save the Log Report to analyze the conversion process at a later stage.

## To save the log report

- From **Logs** menu, select **Log Report**.
- In **Log Report** dialog box, click **Save Log**.



- In **Save As** dialog box, specify the location where you want to save the log file. Click **Save**.

# FAQs

## 1. What is the difference between 'Online' and 'Offline' conversion of EDB to PST files?

In Online conversion, EDB files on running server are converted into PST files, while in Offline conversion, EDB files stored on a local machine are converted into PST files.

## 2. What is the difference between an EDB file and a STM file?

The .EDB file is the main repository for the mailbox data. The STM or streaming media file is used in conjunction with the .EDB file to comprise the Exchange database. Both files together make up the database, and as such, they should always be treated as a single entity. Typically, if you perform an action on the EDB file, the STM file is automatically included. The purpose of the STM file is to store streamed native Internet content.

When you install a new Exchange server in an organization, two data stores are created automatically: a default mailbox store and default public folder store. Two database files are associated with the default mailbox store:

**Priv1.EDB:** A rich-text database file containing message headers, message text, and standard attachments.

**Priv1.STM:** A streaming internet content file containing audio, video and other media that are formatted as streams of Multipurpose Internet Mail Extensions (MIME) data.

The STM file houses Internet content message streams as defined in Request for Comments (RFC 822), and the EDB file contains messages that are in MAPI format (Rich Text Format).

When an Internet mail message comes into the Exchange information store, the body of the message is saved in the STM file, and the header information (From, To, Cc, Time Sent, and so on) is converted to Rich Text Format (RTF), and then stored in the EDB file.

## 3. Is the process of converting my EDB files on server into PST files same as the process of converting my EDB files on local machine?

No. To convert EDB files on server into PST, you have to first connect to mailbox(s) on server. After the connection is established, you can start the process of conversion. To know how to connect to mailboxes, see [Connect to Single / All Mailboxes](#) topic of this help. For Offline conversion, you simply need to select EDB file and start the process of conversion.

#### **4. I am not able to find my EDB file, how do I locate it?**

Use **Find EDB** option to search and locate the EDB files.

#### **5. I want to convert my Calendars and address book, how do I convert them using Stellar Mailbox Extractor for Exchange Server tool?**

First you need to convert mailboxes from the EDB file using the software. Then, import the PST file in Outlook and check your calendars and address book.

#### **6. Why do I require to convert EDB files into PST files?**

There are different scenarios when a user may want to convert EDB files to PST files:

- If a user wants to take backup of mailbox(s) of ex-employee(s), before removing them from exchange server then user has to convert their mailbox(s) into PST file(s) by using **Stellar Mailbox Extractor for Exchange Server**.
- If a user needs to check mailbox of any employee for any reason, he has to first convert EDB file on server into PST file. Then open this PST file in Outlook to read mails.
- To take backup of selective mailboxes, a user has to convert EDB file into PST files first. These PST files can be used as backup.

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**Stellar Data Recovery** is a global leader in providing data recovery, data migration and data erasure solutions for the past two decades. **Stellar Data Recovery** is a customer centric, critically acclaimed, global data recovery, data migration & erasure solutions provider with cost effective solutions available for large corporates, SMEs & Home Users. **Stellar Data Recovery** is headquartered in New Delhi, India and has a strong presence across USA, Europe & Asia.

## Product line

### Data Recovery

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 >>](#)

### File Recovery

The most comprehensive range of file undelete and unerase software for Windows and MS office repair tools. [More Info >>](#)

### E-mail Recovery

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.

BitRaser supports 24 International data erasure standards. More Info >>

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