



Stellar Converter for OST - Technician

Installation Guide 10.0

1.1. About Stellar Converter for OST – Technician

Stellar Converter for OST - Technician, offers a complete solution to convert OST files to multiple formats with all its mailbox content such as e-mails, attachments, contacts, calendars, tasks, notes and journals. The software also supports compression and splitting of the PST files before saving.

After converting the OST file, the software shows its original content. All folders from the original OST file gets displayed along with their content in a three-pane structure.

Key features:

- **Supported Output Formats** - Option to save in Live Exchange Server, Office 365, Outlook Profile, new PST, DBX, MBOX, MSG, EML, RTF, HTML, and PDF formats.
- **Batch Conversion** - Provides an option to convert multiple OST files to PST files in a single conversion cycle.
- **Selective Conversion** - Provides option to only save selected emails as per requirement.
- **Encrypted Files Support** - Supports conversion of encrypted OST files.
- **Recover Deleted E-mails** - Supports preview and conversion of deleted items.
- **Find Option** - Provides search option to find emails faster.
- **Resume Function** - Option to save scanned information to resume the process at a later stage.
- **Compress and Split PST files** - Option to compress or split the files and save in PST file format.
- **Preview Before Saving** - Provides a preview of converted mail items in a 3-pane structure.
- **Save Contacts** - Option to save all contacts in CSV file format.
- **Quick Save Option** - Right-click and save emails in MSG, EML, RTF, HTML, and PDF from preview section itself.
- **Source OST File Support** - Supports MS Outlook 2019, 2016, 2013, 2010 and 2007 OST files.
- **MS Office Support** - Supports MS Office 2019, 2016, 2013, 2010 and 2007.
- **Operating System** - Compatible with Windows 10, Windows 8.1, Windows 8 and Windows 7.

1.3. 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://stellarinfo.com/support/>

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

Send e-mail to **Stellar Support** at support@stellarinfo.com

1.4. Legal Notices

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Stellar Converter for OST - Technician

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1.5. About Stellar

stellar is the world's foremost Data Care Corporation, with expertise in Data Recovery, Data Erasure, Mailbox Conversion, and File Repair software and services. Stellar has been in existence from past 25+ years and is a customer-centric, critically acclaimed, global data recovery, data migration & erasure solutions provider with cost-effective solutions available for large corporate, SMEs & Home Users.

Stellar has a strong presence across USA, Europe & Asia.

Product Line:

Stellar provides a wide range of Do It Yourself (DIY) Software for Consumer as well as Software for Businesses:

Data Recovery

The 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!



[Know More -->](#)

File Repair

The most comprehensive range of file repair software for Windows, Mac and Linux. Recover your files, which have been infected by viruses, malwares or have been damaged by improper shutdown and other corruption-related issues.



[Know More -->](#)

Data Erasure

Best software for IT assets disposition. Secure and erase variety of storage media and files from PC/Laptop, Servers, Rack Drives or Mobile devices. Data once erased cannot be recovered by using any data recovery software or service.



[Know More -->](#)

Email Repair & Converter

Robust applications to restore inaccessible mailboxes of MS

Database Repair

Professional and reliable software to repair corrupt or

Email Backup Tools

Fully featured backup utilities that provides a

Exchange, Outlook, AppleMail, Thunderbird, Eudora, Spicebird, Entourage, and Pocomail mailbox. Also, tools to convert mailboxes and database files from one format to another.

damaged database for Microsoft SQL Server, QuickBooks®, Microsoft Access, SQLite and many more.

comprehensive solution in case of any disaster. These software facilitates taking back up of all your mails, contacts, tasks, notes, calendar entries, journals etc. with full & incremental backup options.



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Photo and Video Tools

Professional tools to rebuild damaged or corrupt photos, videos, audios, and other multimedia files, from Window and Mac systems. Recover files from hard drives, memory cards, iPods, USB flash drives, digital cameras, IBM Micro Drives and more.

Utility Tools

A range of utility software such as SpeedUp Mac, Drive Clone and Partition Manager for Mac systems as well as Password Recovery for Windows and Password Recovery for Windows Server based systems

Stellar Toolkits

Stellar also provides toolkits that are combination of Powerful Tools Designed for Data Recovery, File repair, Mailbox repair and File Conversion. All in one power packed toolkits to meet the need of every business.



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For more information about us, please visit www.stellarinfo.com.

2. Getting Started

Stellar Converter for OST - Technician, converts OST files to PST files and saves them at a location of your choice. It shows the content of converted OST file in a three-pane structure. After the scanning process, all the emails, notes, journals, tasks, calendar entries and contacts get displayed in **Stellar Converter for OST - Technician** window.

2.1. Installation Procedure

2.2. Launching the Software

2.3. User Interface

2.4. Ordering the Software

2.5. Activating the Software

2.6. Updating the Software

2.1. Installation Procedure

Before installing the software, ensure that your system meets the minimum system requirements.

Minimum System Requirements

- **Processor:** Pentium Class
- **Operating System:** Windows 10 / Windows 8.1 / Windows 8 / Windows 7.
- **Memory:** 2 GB minimum (4 GB recommended)
- **Hard Disk:** 250 MB of free space
- **MS Outlook:** 2019 / 2016 / 2013 / 2010 / 2007
- **Internet Explorer:** Version 7.0 or later.

Note: For saving the converted OST file you need to have MS Outlook installed in your system.

Note: For large files, it is recommended to have 64 bit Windows, 64 bit MS Outlook and 8 GB RAM.

To install the software:

1. Double-click **StellarConverterforOST-Technician.exe** executable file to start the installation. **Setup - Stellar Converter for OST - Technician** dialog box gets displayed
2. Click **Next**. **License Agreement** dialog box is displayed.
3. Choose **I accept the agreement** option. **Next** button will be enabled. Click **Next**. **Select Destination Location** dialog box is displayed.
4. Click **Browse** to select the destination path where the setup files get stored. Click **Next**. **Select Start Menu Folder** dialog box is displayed.
5. Click **Browse** to provide a path for program's shortcuts. Click **Next**. **Select Additional Tasks** dialog box is displayed.
6. Select check boxes as per your choice. Click **Next**. **Ready to Install** dialog box is displayed.
7. Review your selections. Click **Back** if you want to change them. Click **Install** to start the installation. The Installing window shows the installation process.

8. On completion of the installation process, **Completing the Stellar Converter for OST - Technician Setup Wizard** window gets displayed. Click **Finish**.

Note: Clear **Launch Stellar Converter for OST - Technician** check box to prevent the software from launching automatically.

Note: If you have **Stellar Converter for OST - Technician** application installed in your system and you have to reinstall MS Outlook/Office for any reason, in that case you need to reinstall the **Stellar Converter for OST - Technician** as well.

2.2. Launching the Software

To launch Stellar Converter for OST - Technician in Windows 10:

- Click **Start** icon -> **All apps** -> **Stellar Converter for OST - Technician** -> **Stellar Converter for OST - Technician** . Or,
- Double click **Stellar Converter for OST - Technician** icon on the desktop. Or,
- Click **Stellar Converter for OST - Technician** tile on the home screen.

To launch Stellar Converter for OST - Technician in Windows 8.1 / 8:

- Click **Stellar Converter for OST - Technician** tile on the home screen. Or,
- Double click **Stellar Converter for OST - Technician** icon on the desktop.

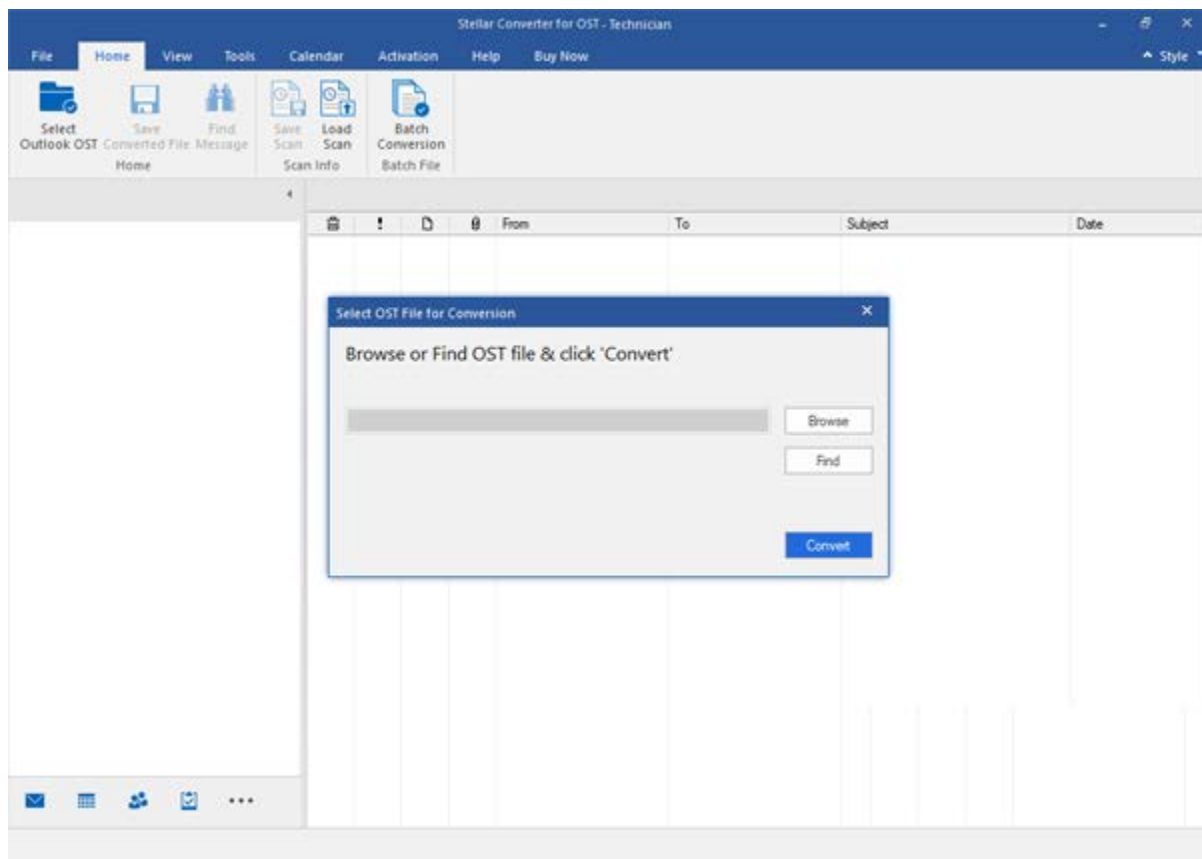
To launch Stellar Converter for OST - Technician in Windows 7 :

- Click **Start** -> **Programs** -> **Stellar Converter for OST - Technician** -> **Stellar Converter for OST - Technician**. Or,
- Double click **Stellar Converter for OST - Technician** icon on the desktop. Or,
- Click **Stellar Converter for OST - Technician** icon in Quick Launch.

2.3. User Interface

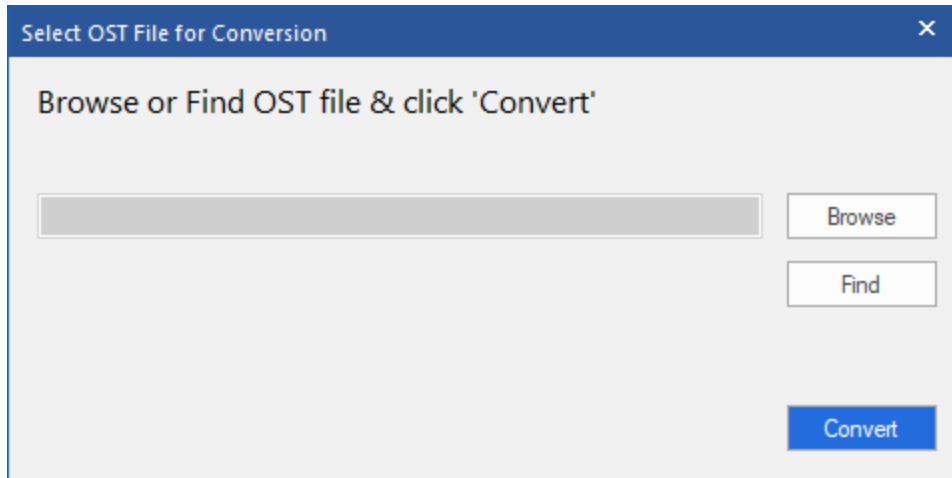
Stellar Converter for OST - Technician has a simple and easy to use Graphical User Interface (GUI). The GUI of **Stellar Converter for OST - Technician** resembles the GUI of MS Office 2016.

After launching the software, the main user interface appears as shown below:



The user interface contains ribbons and buttons that allow you to access various features of the software with ease.

When you start **Stellar Converter for OST - Technician**, the **Select OST File for Conversion** dialog box opens as shown below:



To select an OST file, click on **Browse** button. Select the OST file that needs to be converted and then click **Convert** to initiate the conversion process.

Stellar Converter for OST - Technician also allows you to find files, in case you don't know the location of the OST file, you want to convert. Click on **Find** button, **Find OST File** dialog box opens. Use **Look in** to specify the drive in which you wish to search for OST files, and then click **Find** to search for files.

Note: We can view **Select OST File for Conversion** dialog box by selecting **Select Outlook OST** in the **File** ribbon.

2.3.1. Ribbons

File

Select Outlook OST

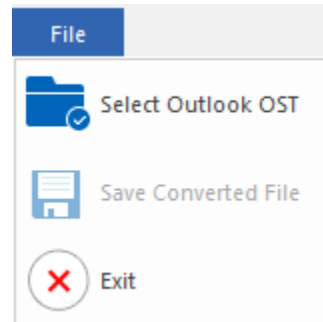
Opens **Select OST File for Conversion** dialog box, using which you can select/search for OST files.

Save Converted File

It saves the converted file at your specified location.

Exit

Use this option to close the application.



File Ribbon

Home

Select Outlook OST

Opens **Select OST File for Conversion** dialog box, using which you can select/search for OST files.

Save Converted File

It Saves the converted file at your specified location.

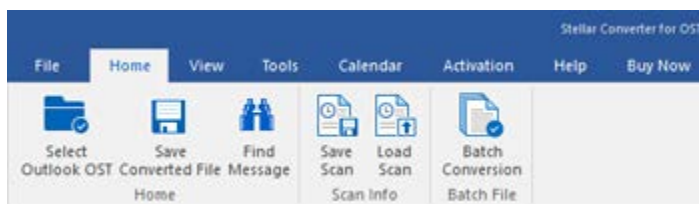
Find Message

Use this option to search for specific emails and messages from the list of the scanned emails.

Save Scan

Use this option to save the scanned information of file.

Load Scan



Home Ribbon

Use this option to load the saved scan file.

Batch Conversion

Use this option to convert multiple **OST** files to **PST** files.

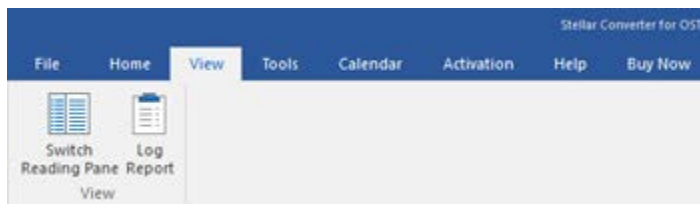
View

Switch Reading Pane

Use this option to switch between horizontal and vertical views of the reading pane.

Log Report

Use this option to view the log report.



View Ribbon

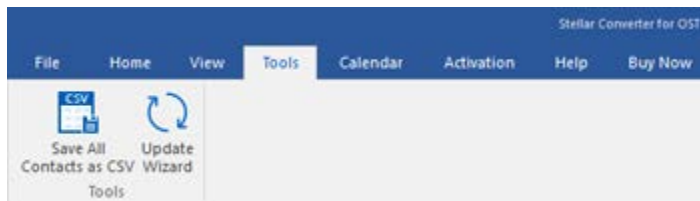
Tools

Save All Contacts as CSV

Use this option to save all contacts in CSV file format.

Update Wizard

Use this option update your software.



Tools Ribbon

Calendar

Day

Use this option to list all the entries of a particular day from the list of the scanned emails.

Work Week

Use this option to list all the entries of a work week (from Monday to Friday).

Week

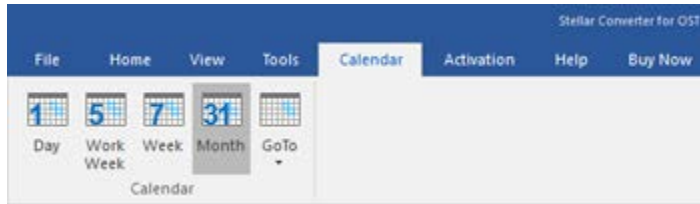
Use this option to list all the entries of a week (from Monday to Sunday).

Month

Use this option to list all the entries for a particular month.

GoTo

Use this option to list all the entries of the current date or any particular date.

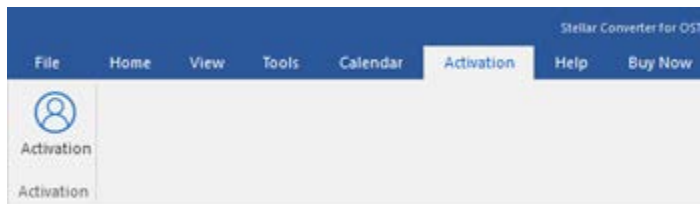


Calendar Ribbon

Activation

Activation

Use this option to activate the software after purchasing the software.



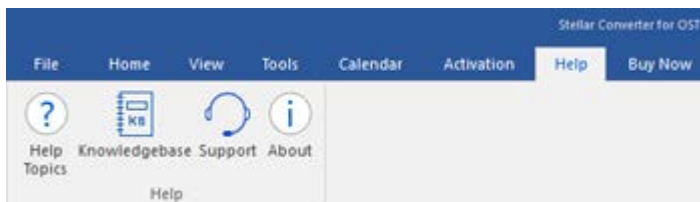
Activation Ribbon

Help

Help Topics

Use this option to open the help manual of the software.

Knowledgebase



Help Ribbon

Use this option to visit the [Knowledgebase](#) articles of [stellarinfo.com](#)

Support

Use this option to visit the [support page](#) of [stellarinfo.com](#)

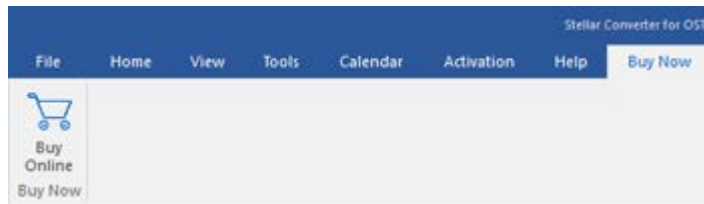
About

Use this option to read information about the software.

Buy Now

Buy Online

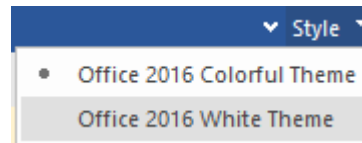
Use this option to [buy](#) **Stellar Converter for OST - Technician**



Buy Now Ribbon

Style

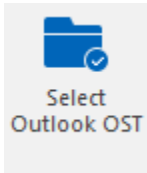
Use this option to switch between various themes for the software, as per your choice. **Stellar Converter for OST - Technician** - offers the following themes: **Office 2016 Colorful Theme**, **Office 2016 White Theme**.



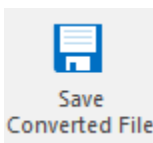
Style Ribbon

2.3.2. Buttons

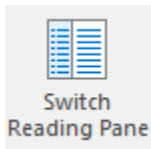
Stellar Converter for OST - Technician toolbar has following buttons/options:



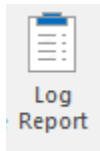
Click this button to open **Select OST File for Conversion** dialog box.



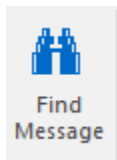
Click this button to save the converted file to a location of your choice.



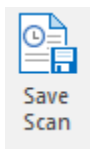
Click this button to switch between horizontal and vertical views of the reading pane. When you click on a folder in left-pane, by default, the right pane shows the details in horizontal columns position. You can click **Switch Reading Pane** icon to change the position to vertical columns.



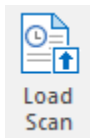
Click this button to view the log report, which contains the details of the conversion process.



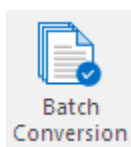
Click this button to open Find Message dialog box, using which you can search for specific emails using sender's email, recipient's email, subject, or date.



Click this button to save scanned information of files



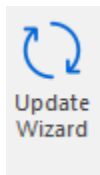
Click this button to load the saved scan files.



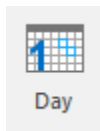
Click this button to go to Batch Conversion Module.



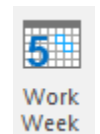
Click this button to save all contacts in CSV file format.



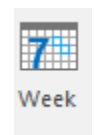
Click this button to update your software. Use this option to check for both, major and minor versions of the software.



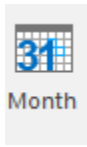
Click this button to list all the entries of one particular day from the calendar.



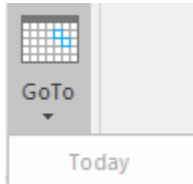
Click this button to list all the entries of a work week (from Monday to Friday).



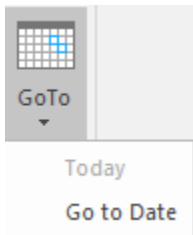
Click this button to list all the entries of a week (from Monday to Sunday).



Click this button to list all the entries for a particular month.



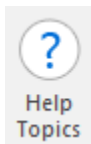
Click this button to list all the entries of the current date.



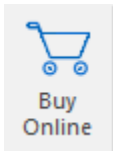
Click this button to list all the entries on a particular day (any single day except the current date).



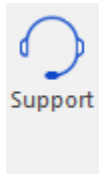
Click this button to activate the software after purchase.



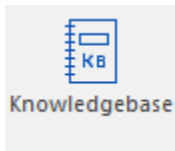
Click this button to open the help manual for **Stellar Converter for OST - Technician.**



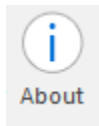
Click this button to purchase the software.



Click this button to open Stellar Information Technology Private Limited online support website.



Click this button to visit the knowledgebase articles of stellarinfo.com



Click this button to read more information about the software.

2.4. Ordering the Software

To know more about **Stellar Converter for OST - Technician**, click [here](#).

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

Alternatively, click on **Buy Online** icon in **Buy Now Ribbon** on **Ribbon** Bar to purchase the software online.

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

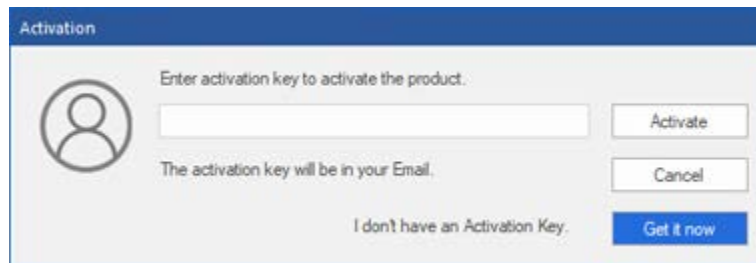
Once the order is confirmed, you receive a registration key through e-mail. You require this key to activate the software.

2.5. Activating the Software

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

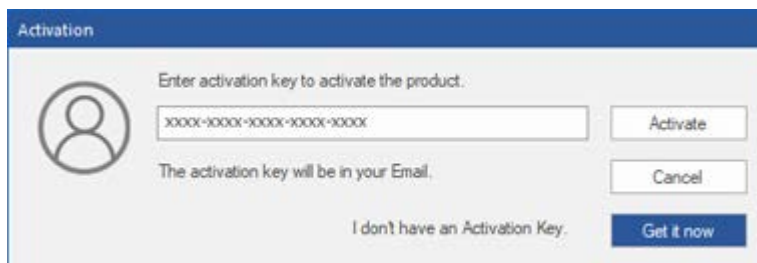
To activate the software:

1. Run demo version of **Stellar Converter for OST - Technician** software.
2. On **Activation** Ribbon, click **Activation** button. *Activation window is displayed as shown below:*



The screenshot shows a dialog box titled "Activation". On the left is a user icon. The main text says "Enter activation key to activate the product." Below this is an empty text input field. To the right of the input field are three buttons: "Activate", "Cancel", and "Get it now". Below the input field, it says "The activation key will be in your Email." At the bottom, there is a link that says "I don't have an Activation Key." which is positioned above the "Get it now" button.

3. If you don't have the activation key, click **Get it now** button in the window to go online and purchase the product.
4. Once the order is confirmed, an Activation Key gets sent to the email provided.
5. Type the **Activation Key** (received through email after purchasing the product) and click **Activate** button (**Please ensure that you have an active Internet connection**).



This screenshot is identical to the previous one, but the text input field now contains a sample activation key: "xxxx-xxxx-xxxx-xxxx-xxxx".

6. The software would automatically communicate with the license server to verify the entered key. If the key you entered is valid, the software will be activated successfully.
7. '*Activation Completed Successfully*' message is displayed after the process gets completed successfully. Click **OK**.

2.6. Updating the Software

Stellar releases periodical software updates for **Stellar Converter for OST - Technician** 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.

To update Stellar Converter for OST - Technician:

- Click **Update Wizard** icon from **Tools Ribbon**.
- **Stellar 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.*