



**Stellar Converter for GroupWise -  
Corporate 4.0  
Installation Guide**

# Overview

**Stellar Converter for GroupWise** is a reliable software that enables you to convert GroupWise mailbox to PST file. It gives an option to either convert all the mailboxes on the server or only mailbox of a desired user. The converted PST file can be directly opened into MS Outlook. All the items of GroupWise, i.e., e-mails, contacts, sent items, appointment, task, reminders, sticky note, documents, groupwise address book etc are transported to MS Outlook in the form of resultant PST file.

GroupWise is a client- based mail-server application used for mailing and messaging that needs to be installed on the user's system before using **Stellar Converter for GroupWise**. For this GroupWise client should be connected to the GroupWise mail server.

Entire mailbox data is converted securely as the software also ensures quick and accurate conversion without any loss of data.

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.

## Key Features

- New and enhanced GUI.
- Option to filter the mails to be converted.
- Option to save all the contacts in CSV format.
- Option to save in RTF, HTML and PDF.
- Preview of the mail items is shown before conversion.
- Ensures accurate and reliable conversion.
- Converts e-mails, contacts, sent items, appointment, task, reminders, sticky note, documents, groupwise address book etc.
- Multilingual client support.
- Option to save the converted file in PST, MSG, EML, RTF, PDF and HTML format.
- Option to Convert GroupWise mailbox data through Remote, Caching and Archive mode.
- Support for Groupwise Address book.
- Supports MS Outlook 2019/2016/2013/2010/2007/2003.

- Supports GroupWise GW-2018/GW-2014/GW-2012/8.0/7.0/6.5/6.0.

**Note:** *Saving contacts in CSV are disabled for demo version.*

# Installation Procedure

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

## Minimum System Requirements

- **Processor:** Pentium Class (1 GHz or faster)
- **Operating System:** Windows 10 / 8.1 / 8 / 7 / Vista / Windows Server 8 / Windows Server 3
- **Memory:** Minimum 4 GB (Recommended 8 GB)
- **Hard Disk:** 250 MB of Free Space
- **MS Outlook:** 2019 / 2016 / 2013 / 2010 / 2007 / 2003

To install the software, follow these steps.

- Double-click **StellarConverterforGroupWise.exe** executable file to start installation. *Setup - Stellar Converter for GroupWise* 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 Converter for GroupWise Setup Wizard* window is displayed. Click **Finish**.

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

# Launching the Software

## To launch Stellar Converter for GroupWise in Windows 10:

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

## To launch Stellar Converter for GroupWise in Windows 8.1 / 8:

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

## To launch Stellar Converter for GroupWise in Windows 7 / Vista:

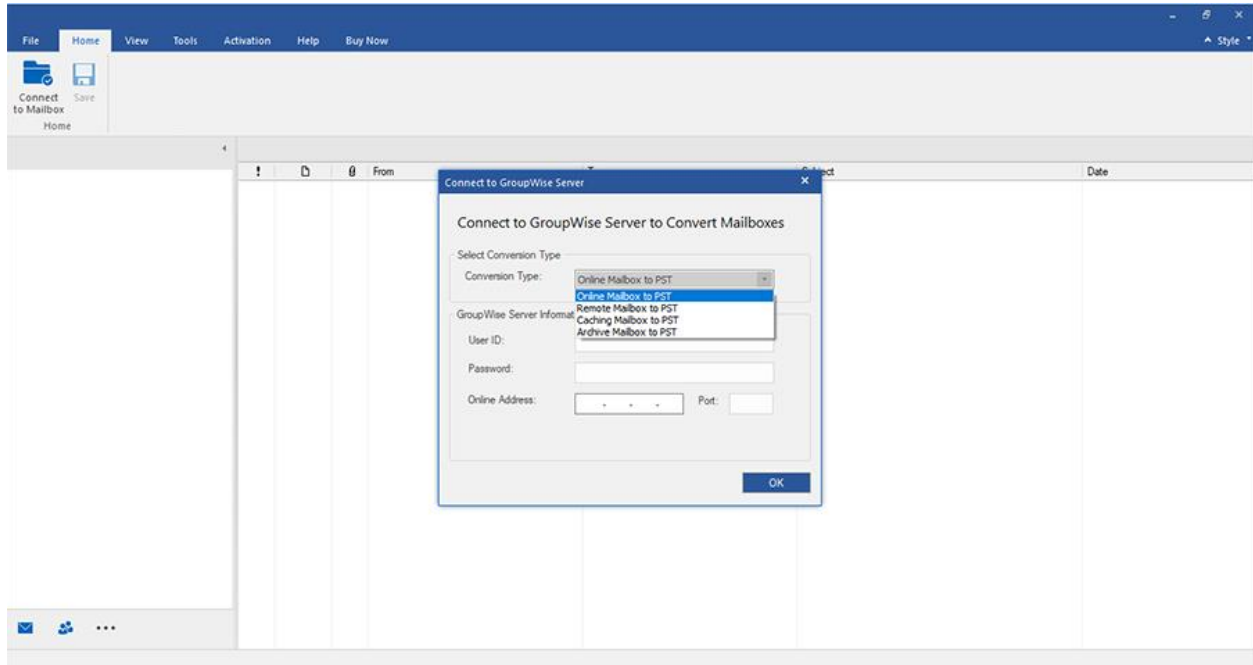
- Click Start -> Programs -> **Stellar Converter for GroupWise** -> **Stellar Converter for GroupWise**. Or,
- Double click **Stellar Converter for GroupWise** icon on the desktop. Or,
- Click **Stellar Converter for GroupWise** icon in Quick Launch.

# User Interface

**Stellar Converter for GroupWise** has a very easy to use Graphical User Interface, which resembles the GUI of MS Office 2016.

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

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

# Ribbons

## File Ribbon

### Connect to Mailbox

Use this option to connect to GroupWise mailboxes.

### Save

Use this option to convert and save selected mailbox items.

### Exit

Use this option to close the application.



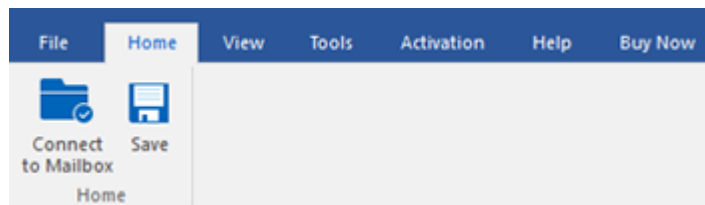
## Home Ribbon

### Connect to Mailbox

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

### Save

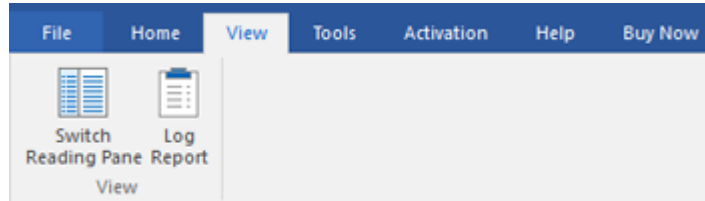
Use this option to convert and save selected mailbox items.



## View Ribbon

### Switch Reading Pane

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



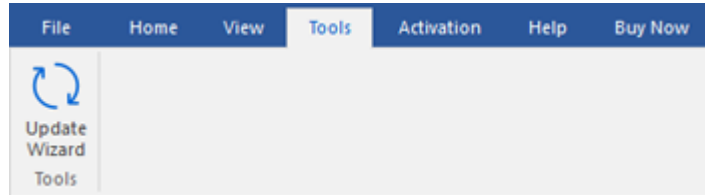
### Log Report

Use this option to view log report.

## Tools Ribbon

### Update Wizard

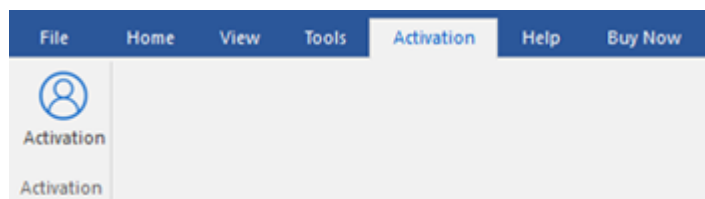
Use this option to check for both, major and minor updates to the software available online.



## Activation Ribbon

### Activation

Use this option to activate the software after the successful purchase.





## Help Ribbon

### Help Topics

Software is accompanied by a descriptive help document. Use this option to view the help manual for the software.

### Knowledgebase

Frequently asked questions and other common queries are available as knowledgebase for your reference and to help you use the software to get the best outcome.

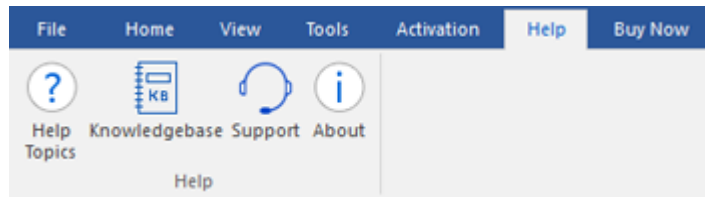
Use this option to visit [Knowledgebase](#) articles of [stellarinfo.com](http://stellarinfo.com)

### Support

In case you don't find any related content in the help document or on the knowledgebase page that resolves your query, use this option view the [support page](#) of [stellarinfo.com](http://stellarinfo.com) and contact the Stellar customer support.

### About

Use this option to read information about the software.

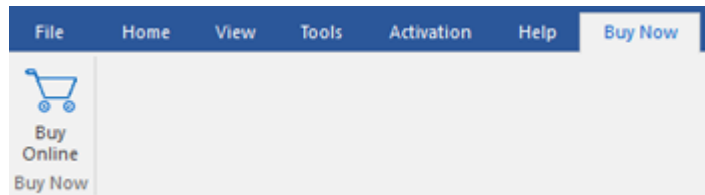


## Buy Now Ribbon

### Buy Online

Use this option to [buy](#) **Stellar**

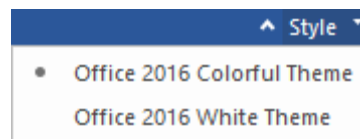
**Converter for GroupWise.**



## Style Ribbon

### Style

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



# Buttons

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



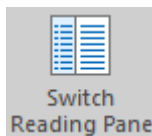
Use this button to connect to GroupWise Mailbox Server.



Use this button to save the converted PST file, when on Conversion page. And when on Contacts page, use this button to save contacts in .csv format.



Use this button to close the application.



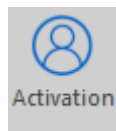
Click this button to switch between horizontal and vertical views of the reading pane. When you click on a folder in left-pane, by default, the right pane shows the details in horizontal columns position. You can click Switch Reading Pane icon to change the position to vertical columns



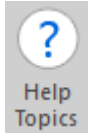
Click this button to view/save the log report.



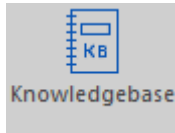
Click this button to search for both, major and minor updates for the software.



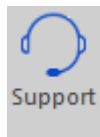
Click this button to activate the software after purchasing.



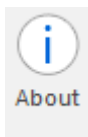
Use this button to view help manual of the software.



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



Click this button to view the support page of [stellarinfo.com](http://stellarinfo.com).



Use this button to read information about the software.



Use this button to purchase the software.

# Ordering the Software

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

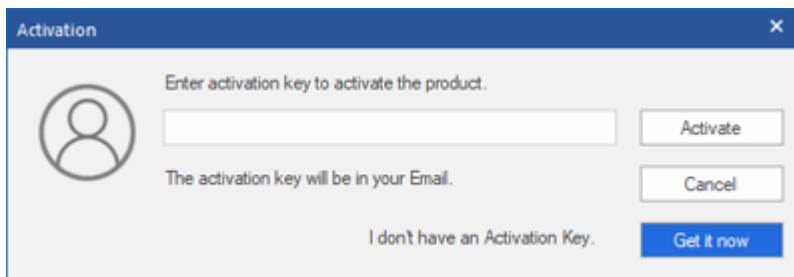
To purchase the software online, please visit <https://www.stellarinfo.com/email-tools/groupwise-to-pst-converter/buy-now.php>

# Activating the Software

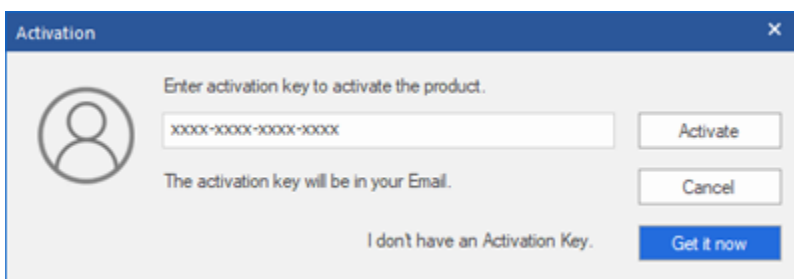
The demo version is just for evaluation purposes and must be eventually activated to use the full functionality of the software. The software can be activated using the Activation Key that you receive via email after purchasing the software.

## To activate the software:

1. Run the demo version of **Stellar Converter for GroupWise** software.
2. On the main user interface, click the **Activation** ribbon. The **Activation** dialog is displayed as shown below:



3. If you don't have the activation key, click the **Get it now** button in the dialog to go online and purchase the product.
4. Once the order is confirmed, an Activation Key will be 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).



6. The software will 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. The '**Activation completed successfully**' message is displayed after the process gets completed successfully. Click **OK**.

# Updating the Software

Stellar releases periodical software updates for **Stellar Converter for GroupWise** software. You can update the software to keep it up-to-date. These updates can add new functionality, feature, service, or any other information that can improve the software. Updates option of the application is capable of checking for the latest updates. This will check for both the latest minor and major versions available online. You can easily download the 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 the demo version of the software cannot be update

To update Stellar Converter for GroupWise:

- Click **Update** icon from **Tools** ribbon.
- The **Update** Wizard window will open. Click **Next**. The wizard will search for the 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 the following reasons:

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

**Note:** *If a major version is available, you need to purchase the software 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 <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](mailto:support@stellarinfo.com).