



Stellar Converter for NSF - Corporate

Installation Guide

Version 4.0

Overview

'**Stellar Converter for NSF**' converts 'IBM Notes' (formerly Lotus Notes) NSF files into 'Microsoft Outlook' PST files. In addition, the software provides an option to save the mail items folders as PST, MSG, EML, HTML, RTF, and PDF files. After conversion of 'IBM Notes' (NSF) files, you can preview the items of mailbox such as - 'Mails', 'Calendar', 'Contacts', 'To Do List', 'Personal Journal', 'Discussion Note' and decide upon the mail items that you want to save as PST. '**Stellar Converter for NSF**' allows you to convert and save the mailbox to Office 365 as well. You can either append converted mailbox data to an existing Outlook Profile or to an existing Outlook PST.

Key Features of Stellar Converter for NSF

- Converts 'IBM Notes' (formerly Lotus Notes) NSF files into 'Microsoft Outlook' PST files.
- Convert and save 'IBM Notes' (NSF) files as MSG and EML, HTML, RTF and PDF formats.
- Selective conversion of user mailbox items.
- New and enhanced GUI.
- You can select up to 4 NSF files and save them to a single PST after conversion. This is useful if you have Mails, Contacts, Journals, and Notes saved in different NSF files.
- Option to find NSF files within a specific folder/hard drive.
- Provides preview of 'Mails', 'Calendar', 'Contacts', 'To Do List', 'Personal Journal', and 'Discussion Note'.
- Ensures accurate and reliable conversion.
- Generates 'Log Report' for further analysis.
- Compatible with Windows 10 / 8.1 / 8 / 7..
- Supports 'Lotus Notes' 10.0.1, 9.0.1, 9.0, 8.5, 8.0.2, 7.0, 6.5, 6.0.
- Supports MS Outlook 2016 / 2013 / 2010 / 2007 / 2003.

Getting Started

Before installing and using '**Stellar Converter for NSF**', you need to understand the minimum system requirements to install and run the software. Also, the understanding of what the software does, and the steps to install & activate the software will enable you to use the software more efficiently.

- Installation Procedure
- Launching the software
- User Interface
- Ordering the Software
- Activating the Software
- Updating the Software
- How to Uninstall the Software?
- Stellar Support

Installation Procedure

Before installing the software, ensure that your computer meets the minimum system requirements to install 'Stellar Converter for NSF'.

Minimum System Requirements

- **Processor** : Pentium Class (1 GHz or faster)
- **Memory** : Minimum 4 GB (Recommended 8 GB)
- **Hard Disk** : 250 MB of free space
- **Operating System**: Windows 10 / 8.1 / 8 / 7.
- **MS Outlook**: 2016 / 2013 / 2010 / 2007 / 2003
- **IBM Notes***: 10.0.1, 9.0.1, 9.0, 8.5, 8.0.2, 7.0, 6.5, 6.0

Note: To connect to Office 365, **MS Office 2010 (Service Pack 2 and above)** must be installed.

**Formerly known as Lotus Notes.*

To install the software:

1. Double-click **StellarConverterforNSF.exe** executable file to start the installation. **Setup - Stellar Converter for NSF** dialog box is 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 will be stored. Click **Next. Select Start Menu Folder** dialog box is displayed.
5. Click **Browse** to provide a path for program's shortcuts. Click **Next. A 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 that installation.
The Installing window shows the installation process.
8. On completion of the installation process, **Completing the Stellar Converter for NSF Setup Wizard** window is displayed. Click **Finish**.

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

Launching the Software

To launch Stellar Converter for NSF in Windows 10:

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

To launch Stellar Converter for NSF in Windows 8.1 / Windows 8:

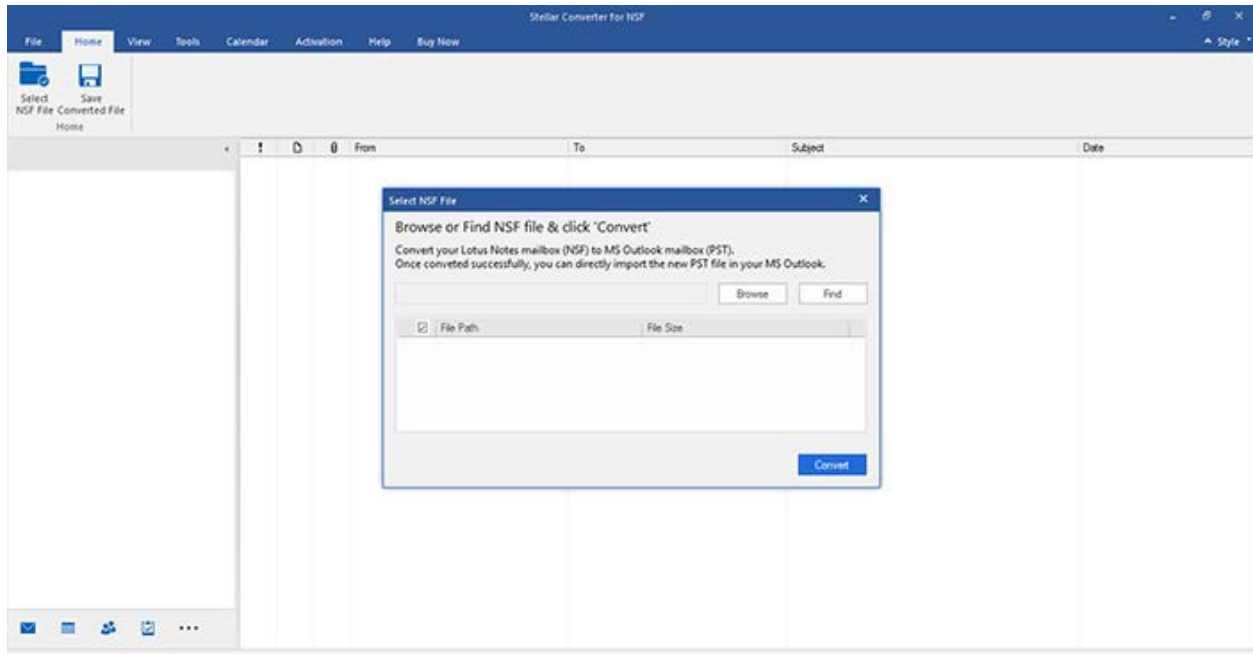
- Click Stellar Converter for NSF tile on the home screen. Or,
- Double click Stellar Converter for NSF icon on the desktop.

To start the application, do one of the following in Windows 7:

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

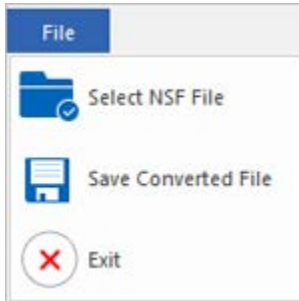
User Interface

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



With 'Ribbons' and 'Buttons' on the user interface, you can access its various features quite easily.

Ribbons



File Ribbon

Select NSF File

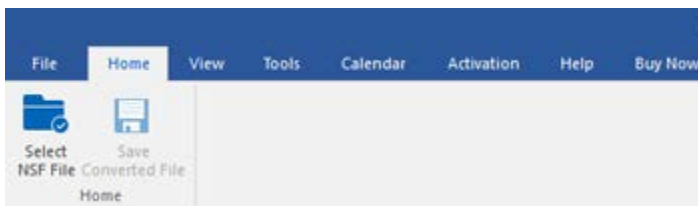
Use this option to select NSF file for the conversion process.

Save Converted File

Use this option to save converted files.

Exit

Use this option to exit the application



Home Ribbon

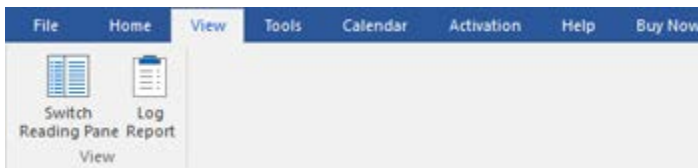
Home Ribbon

Select NSF File

Use this option to select NSF file for the conversion process.

Save Converted File

Use this option to save the converted file.



View Ribbon

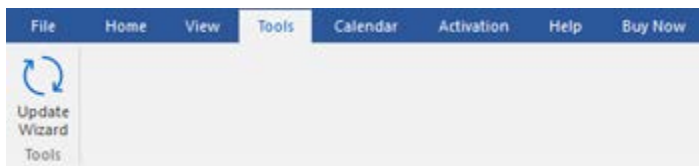
View Ribbon

Switch Reading Pane

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

Log Report

Use this option to view/save the log report.

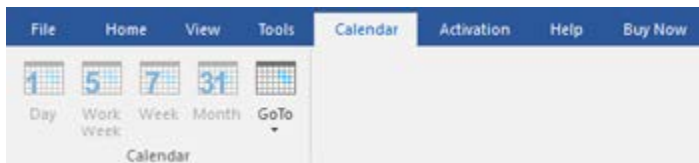


Tools Ribbon

Tools Ribbon

Update Wizard

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



Calendar Ribbon

Calendar Ribbon

Day

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

Work Week

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

Week

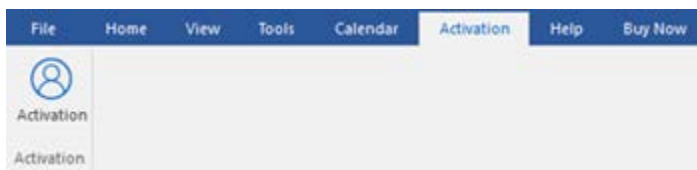
Use this option to list all the entries of a week (from Monday to Sunday).

Month

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

GoTo

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

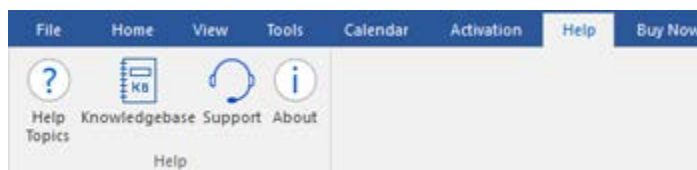


Activation Ribbon

Activation Ribbon

Activation

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



Help Ribbon

Help Ribbon

Help

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

Knowledgebase

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

Support

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

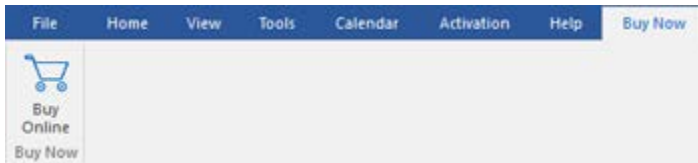
About

Use this option to read information about the software.

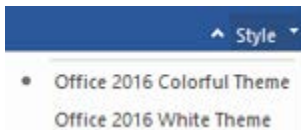
Buy Now

Buy Online

Use this option to [buy](#) Stellar Converter for NSF.



Buy Now Ribbon

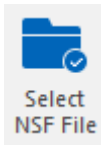


Style Ribbon

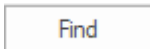
Style Ribbon

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

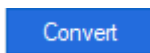
Buttons



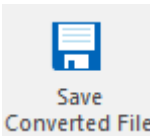
Click this button to select NSF file and convert it into PST file.



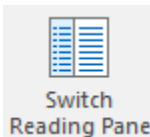
Click this button to search NSF files within a specific folder/hard drive.



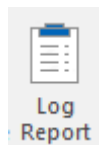
Click this button to initiate the conversion process.



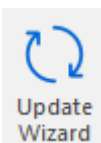
After scanning, click this button to save converted files.



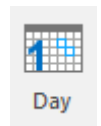
Click this button to switch between horizontal and vertical views of the reading pane. When you click on a folder in left-pane, by default, the right pane shows the details in horizontal columns position. You can click Switch Reading Pane icon to change the position to vertical columns.



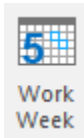
Click this button to view/save the log report.



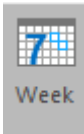
Click this button to update your software. Use this option to check for both, major and minor versions of the software.



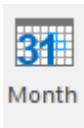
Click this button to list all the entries of one particular day from the calendar.



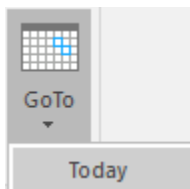
Click this button to list all the entries of a work week (from Monday to Friday).



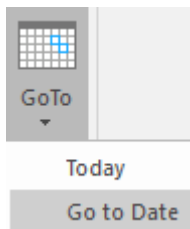
Click this button to list all the entries of a week (from Monday to Sunday).



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



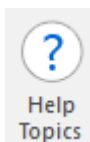
Click this button to list all the entries of the current date.



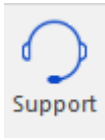
Click this button to list all the entries of a particular day (any single day except the current date).



Click this button to activate the software after purchase.



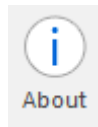
Click this button to view the help manual for the software.



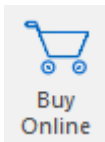
Click this button to view the support page of stellarinfo.com.



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



Click this button to read information about the software.



Click this button to buy 'Stellar Converter for NSF' software.

Ordering the Software

Click <https://www.stellarinfo.com/email-repair/nsf-pst-converter.php> to know more about '**Stellar Converter for NSF**'.

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

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

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

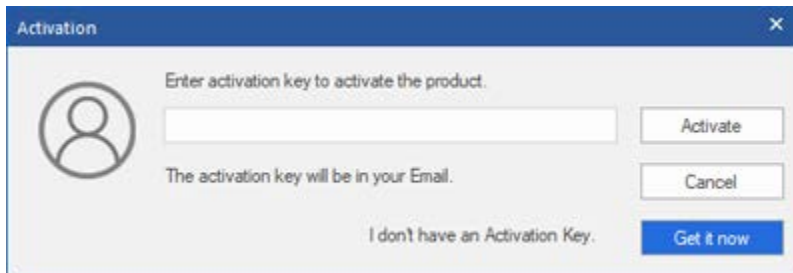
Once the order is confirmed, a serial number will be sent to you through e-mail, which would be required to activate the software.

Activating the Software

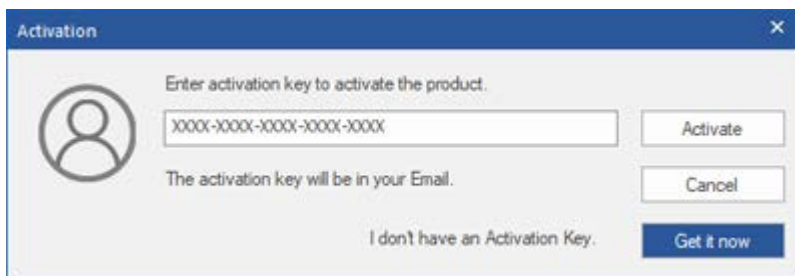
The demo version is just for evaluation purpose and must be eventually activated to use the full functionality of the software. The software can be activated using the Activation Key which you will receive via email after purchasing the software.

To activate the software:

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



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 is sent to the email address, provided while placing the order.
5. Type the **Activation Key** (received through an email after purchasing the product) and click the Activate button (**Please ensure that you have an active Internet connection**).



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**

Updating the Software

Stellar releases periodical software updates for Stellar Converter for NSF 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. Update option of the application is capable of checking for the latest updates. This will check for both latest the 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.

To update Stellar Converter for NSF:

1. Go to **Tools** option in **Menu Bar**. Click **Update Wizard**.
2. 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.
3. 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 in order to upgrade it.*

How to Uninstall the Software?

In two ways you can Uninstall '**Stellar Converter for NSF**'.

Click '**Start**' -> '**All Programs**' -> '**Stellar Converter for NSF**' -> '**Uninstall Stellar Converter for NSF**'. Follow on screen instructions to completely remove the software, including registry entries from your computer.

Click '**Start**' -> '**Control Panel**' -> '**Add or Remove Program**'. Select '**Stellar Converter for NSF**' entry from the displayed list and click '**Change/Remove**'. Follow on-screen instructions to completely remove the software as well as registry entries from your computer.

Stellar Support

Our 'Technical Support' professionals will give solutions to 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-repair/buy-now/nsf-to-pst.php>

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

Search in our extensive 'Knowledge Base' 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.