



Stellar Converter for Outlook

User Guide for version 2.0

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1.1. About Stellar Converter for Outlook

Stellar Converter for Outlook converts mails from MS Outlook PST file to MBOX file. User can open the converted MBOX files in Thunderbird, Spicebird, SeaMonkey or Netscape as per user selection. After scanning, the software shows the preview of mails.

Key Features of Stellar Converter for Outlook

- Support for updated Mozilla Thunderbird.
- User friendly and secure software.
- Converts Outlook PST files to Thunderbird files.
- Converts Outlook PST files to Spicebird files.
- Converts Outlook PST files to SeaMonkey files.
- Converts Outlook PST files to Netscape files.
- Converts password protected PST files.
- Provides preview of mails.
- Provides Log Report.
- Supports MS Office 2019, 2016, 2013, 2010

1.2. About the Guide

This user guide contains sequential steps to assist you through various **Stellar Converter for Outlook** functions. Each function is explained in details, in the corresponding sections. The guide covers following major topics:

1. General Information
2. Getting Started
3. Working with the Software
4. Frequently Asked Questions (FAQ)

This guide has the following features for easy navigation and understanding :

- There are **Notes** and **Tips** in some topics of this guide for better understanding and ease of work. These **Notes** and **Tips** are given in *italics* style.

1.3. Stellar Support

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For price details and to place the order, click <https://www.stellarinfo.com/email-tools/pst-to-mbox-converter/buy-now.php>

Chat Live with an Online technician at <https://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

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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!



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.



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.



Email Repair & Converter

Robust applications to restore inaccessible mailboxes of MS Exchange, Outlook, AppleMail, Thunderbird, Eudora, Spicebird, Entourage, and Pocomail mailbox. Also, tools to convert mailboxes and database files from one format to another.



Database Repair

Professional and reliable software to repair corrupt or damaged database for Microsoft SQL Server, QuickBooks®, Microsoft Access, SQLite and many more.



Email Backup Tools

Fully featured backup utilities that provides a 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.



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.



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

2. Getting Started

2.1. Installation Procedure

2.2. Launching the Software

2.3. User Interface

2.4. Ordering the Software

2.5. Registering the Software

2.6. Transfer License

2.7. Updating the Software

2.8. How to Uninstall the Software

2.1. Installation Procedure

Before beginning the installation procedure, make sure that the computer meets the minimum system requirements.

Minimum System Requirements:

- **Processor:** Intel Pentium Class
- **Operating system:** Windows 10 / 8.1 / 8 / 7
- **Hard Disk:** At least 250 MB of free disk space
- **RAM:** 2 GB minimum (4 GB recommended)
- **MS Outlook:** 2019, 2016, 2013, 2010

To Install the Software:

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

Note: Clear **Launch Stellar Converter for Outlook** check box before clicking *Finish* to prevent the software from launching.

2.2. Launching the Software

To launch Stellar Converter for Outlook in Windows 10:

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

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

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

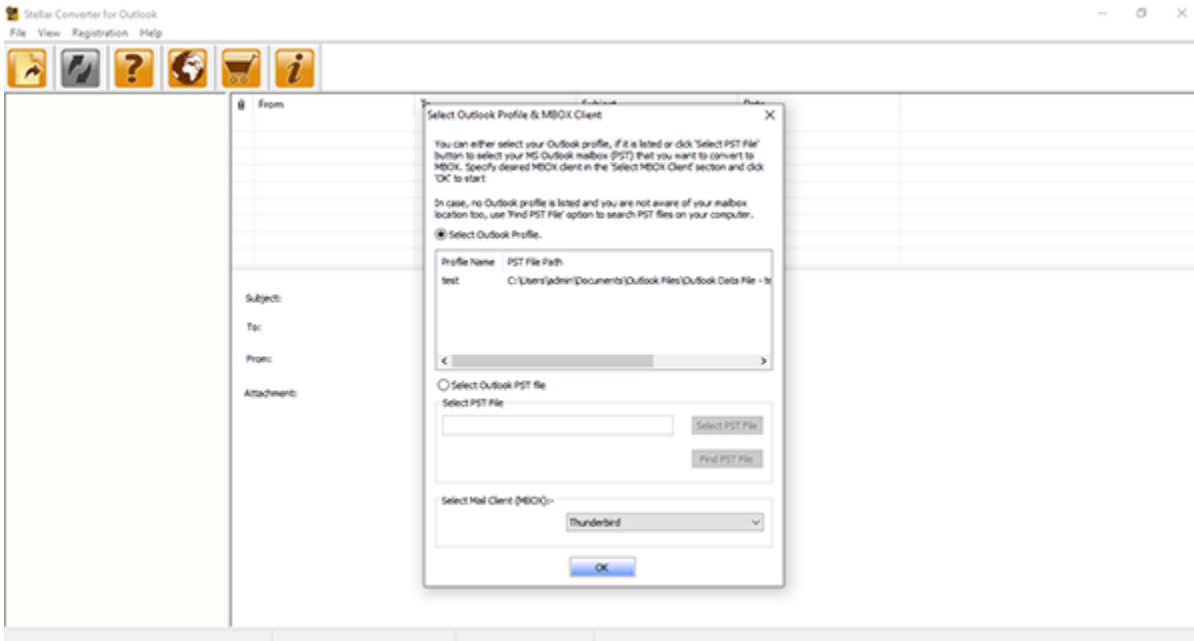
To launch Stellar Converter for Outlook in Windows 7:

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

2.3. User Interface

Stellar Converter for Outlook software has a very easy to use Graphical User Interface. The user interface contains features required for conversion.

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



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

The main user interface gives you two options to select PST files. You can either choose an existing Outlook profile by clicking on Select Outlook Profile and then select any profile from the available/listed profiles, or, you can click on Select Outlook PST File to select the MS Outlook PST file that you want to convert to MBOX.

You can also search for PST files by clicking on Find PST File.

Finally, specify the desired MBOX client in the Select Mail Client (MBOX) section and click OK to start the conversion process.

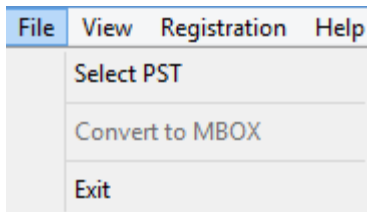
If the selected file is password protected, the Enter Outlook PST Password dialog box is displayed as shown below.



You will need to enter the password to start the conversion process.

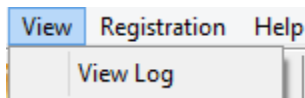
2.3.1. Menus

1. File Menu



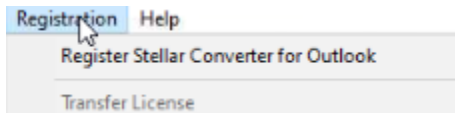
- **Select PST** : Use this option to open **Mail Clients & PST** Details dialog box.
- **Convert to MBOX** : Use this option to start the conversion process.
- **Exit** : Use this option to exit the application.

2. View Menu



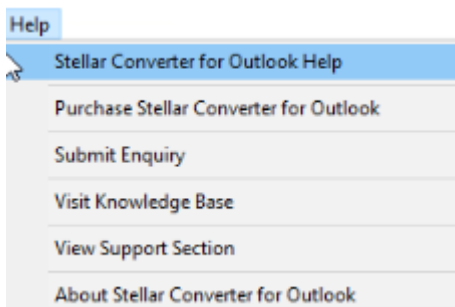
- **View Log** : Use this option to view the log report.

3. Registration Menu



- **Register Stellar Converter for Outlook** : Use this option to activate the product after purchasing.
- **Transfer License** : Use this option to transfer the license of the registered software to another computer.

4. Help Menu



- **Stellar Converter for Outlook Help** : Use this option to see the user help guide.
- **Purchase Stellar Converter for Outlook** : Use this option to [buy](#) Stellar Converter for Outlook.
- **Submit Enquiry** : Use this option to [submit enquiry](#) to [stellarinfo.com](#)

- View Knowledge Base : Use this option to visit the [Knowledge Base](#) articles of [stellarinfo.com](#)
- **View Support Section** : Use this option to visit the [support page](#) of [stellarinfo.com](#)
- **About Stellar Converter for Outlook** : Use this option to read information about the software.

2.3.2. Buttons



Select PST File

Click this button to open Select Outlook Profile & MBOX Client dialog box.



Convert to MBOX

After scanning, click this button to go through the process of saving converted mails.



Help

Click this button to access the User Guide if you face any issue while using the product.



Update Wizard

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



Purchase

Click this button to go through the purchasing process.



About

Click this button to know the version of the software, operating systems it supports, service pack number of the operating system, etc.

2.4. Ordering the Software

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

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

Alternatively, click Purchase button on the application tool bar to purchase the software online.

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

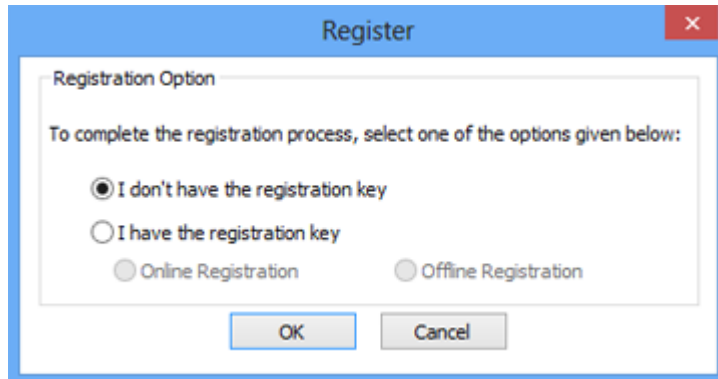
Once the order is confirmed, a serial number will be sent to you through e-mail, which would be required to register the software.

2.5. 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 Converter for Outlook** 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).



- ' Activation Completed Successfully ' message is displayed after the process is completed successfully. Click OK.

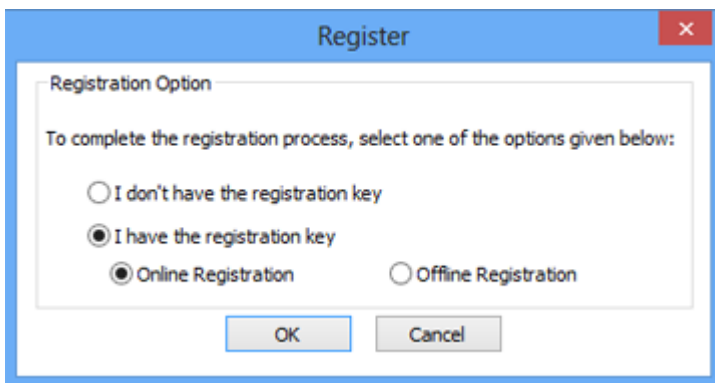
To register the software, when you have a key, follow the steps given below:

- In the Register window, select 'I have the registration key' option.
- 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).

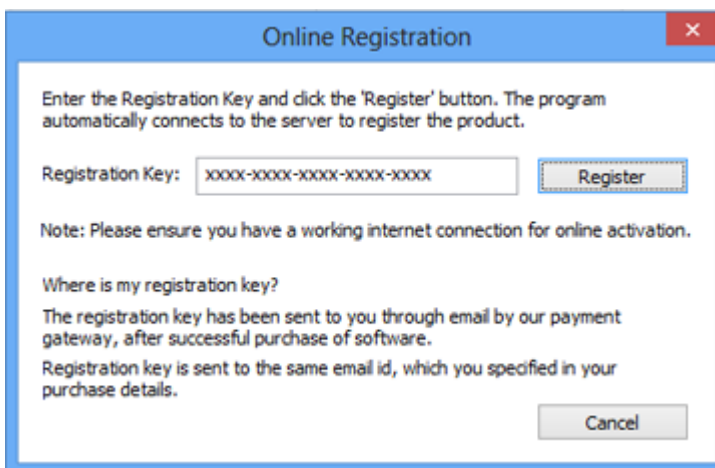
- Online Registration**

Online Registration is possible only when an active Internet connection is available.

- To register the software online:
 - From the Register window, select Online Registration. Click OK.



- An Online Registration dialog box will appear.
- Type the Registration Key (received through email after purchasing the product) in the field of Registration Key. Click Register.



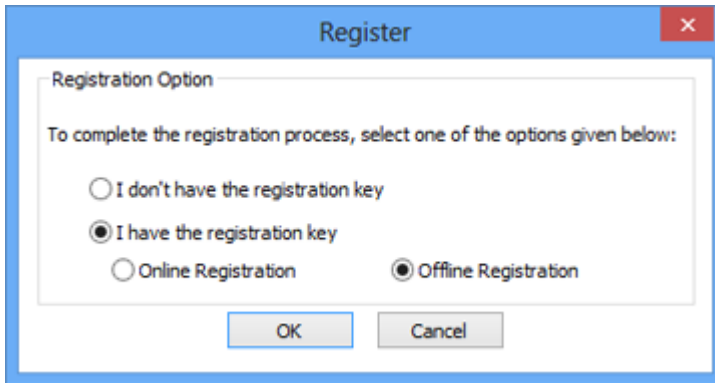
- The software would automatically communicate with the license server to verify the entered key. If the key you entered is valid, software will be registered successfully.

- **Offline Registration**

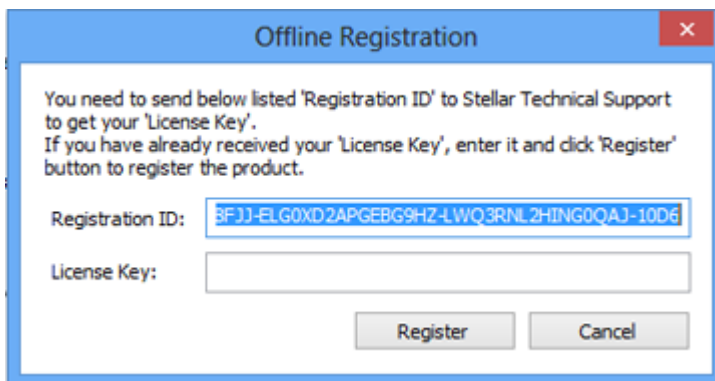
Offline Registration enables you to register the product when your computer does not have an Internet connection.

- 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 Converter for Outlook**. 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.

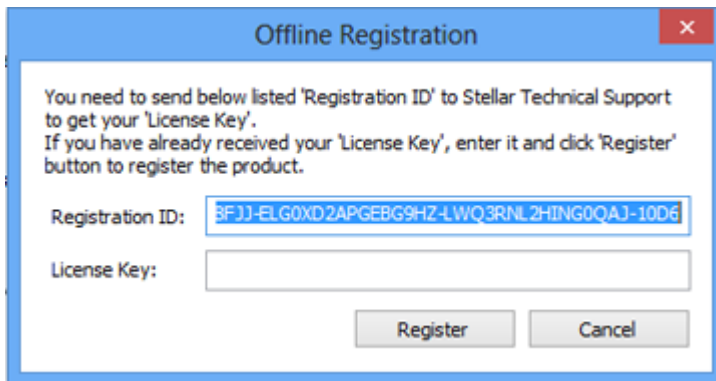
2.6. Transfer License

Stellar Converter for Outlook 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:

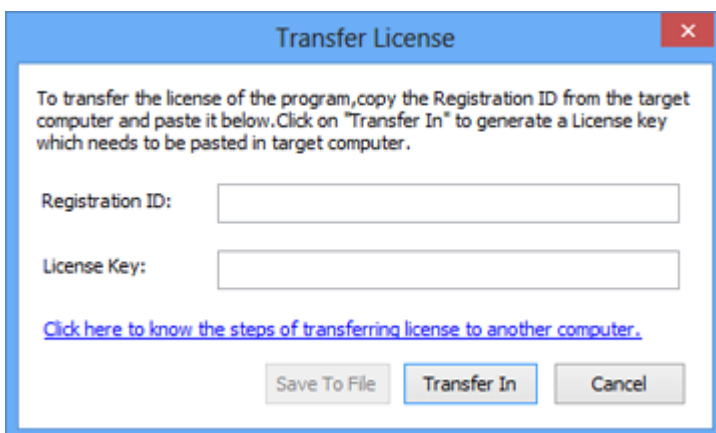
On Target Computer:

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.



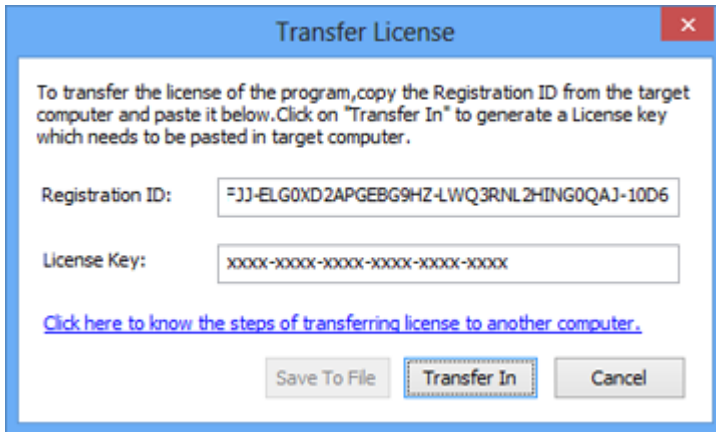
On Source Computer:

1. Run registered version of **Stellar Converter for Outlook** 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.

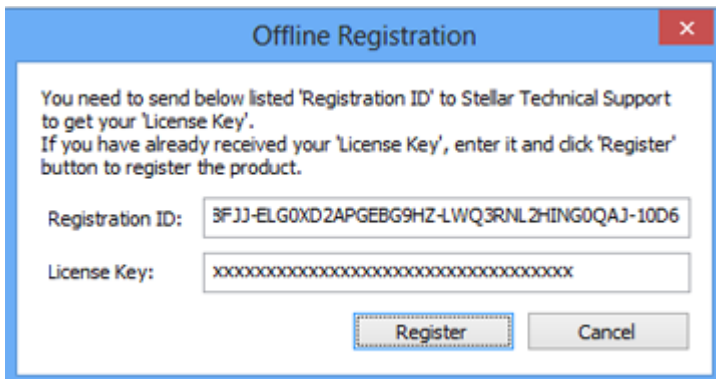


5. You can also save the License Key generated on the source computer. Click **Save to File** button to save the Registration ID and the License Key. In **Browse for Folder** dialog box, select the location where you want to save the details. Click **OK**.
6. ' License Key has been saved successfully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

2.7. Updating the Software

There are periodical software updates for **Stellar Converter for Outlook**. The software updates should be done to keep the software up-to-date. The updates can be a newly added functionality, a new feature, a new service, or any other information that can be important for improvement. Update option in the application is capable of checking for the latest updates. This will check for both latest minor and major version available online. You can easily download minor version through the update wizard. However, the major version, if available, has to be purchased. While updating the software, it's recommended to close all the running programs. Note that demo version can not be updated.

To update the application, follow these steps:

- Click on **Update Wizard** button in application tool bar. **Update Wizard** is displayed.
- Click **Next**. A busy timer shows that updates are being searched. If it finds any new version, a message indicates it's availability.
- If a message is displayed that no updates are available, Click **Cancel** to close the wizard.
- Click **Next**. The software will start downloading the update files from the server. When the process is complete, the software will upgrade to the latest version.

2.8. How to Uninstall the Software

Stellar Converter for Outlook can be removed either by using Uninstall **Stellar Converter for Outlook** program in the software or from Add/Remove Programs in the Control Panel.

To uninstall the application using Uninstall Stellar Converter for Outlook:

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

To uninstall the application using Control Panel:

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

3. Working with the Software

3.1. Select MS Outlook Profile/PST File

3.2. Find PST Files

3.3. Preview of Mails

3.4. Save Converted Mails

3.5. Import Converted MBOX Files

3.6. View and Save Log Report

3.1. Select MS Outlook Profile/PST File

To select MS Outlook Profile/PST file:

Launch **Stellar Converter for Outlook**. Select Outlook Profile & MBOX Client dialog box is displayed as shown below:

Select Outlook Profile & MBOX Client

You can either select your Outlook profile, if it is listed or click 'Select PST File' button to select your MS Outlook mailbox (PST) that you want to convert to MBOX. Specify desired MBOX client in the 'Select MBOX Client' section and click 'OK' to start

In case, no Outlook profile is listed and you are not aware of your mailbox location too, use 'Find PST File' option to search PST files on your computer.

Select Outlook Profile.

Profile Name	PST File Path
test	C:\Users\admin\Documents\Outlook Files\Outlook Data File - te

Select Outlook PST file

Select PST File

Select PST File


Find PST File

Select Mail Client (MBOX):-

Thunderbird

OK

Select Outlook Profile & MBOX Client dialog box is also displayed when you

- Choose **Select PST File** option in **File** menu.
- Click **Select PST File**  button on the toolbar

Once the **Select Outlook Profile & MBOX Client** dialog box is displayed, you can either select an existing outlook profile, or select an Outlook PST file.

To select an Outlook Profile:

- Click on **Select Outlook Profile** and choose any of the profiles which appear below.

Or,

To select an Outlook PST File:

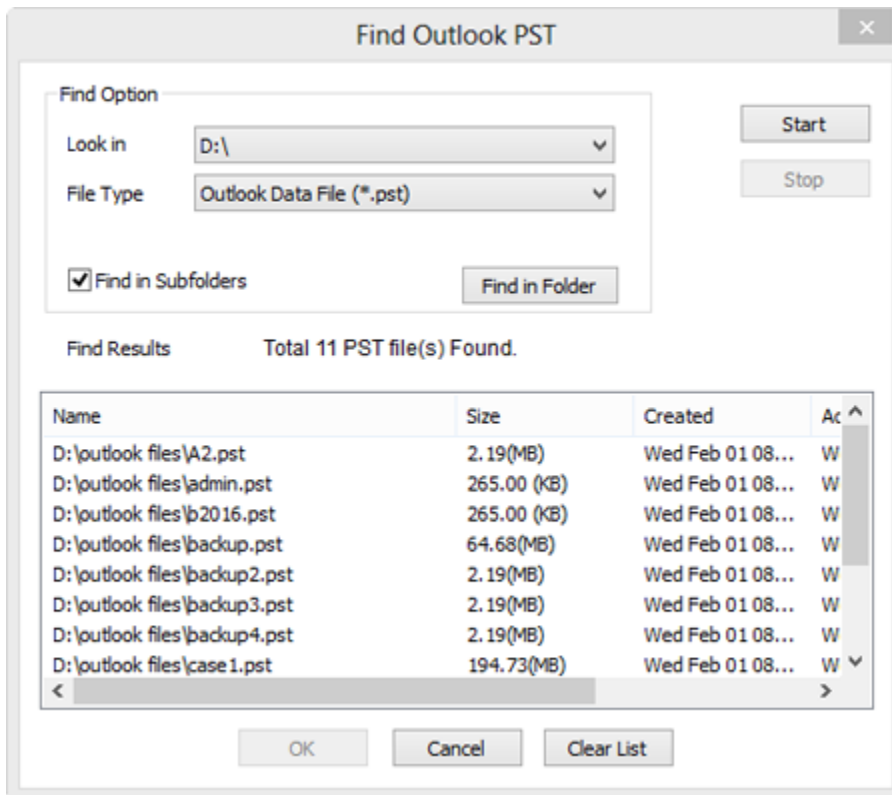
- Click **Select Outlook PST File** and locate the **MS Outlook PST file** you need to convert.
- After selecting PST file, select **Mail client** for which conversion is needed. Application supports Thunderbird, Spicebird, Netscape and SeaMonkey only.
- Click **OK** button to start the conversion process.

3.2. Find PST Files

You can search for PST files using Find PST File Option in Select Outlook Profile & MBOX Client dialog box. You can search for files in drives, folders and sub folders. However, you can select only one drive at a time to search for files.

To search for PST files:

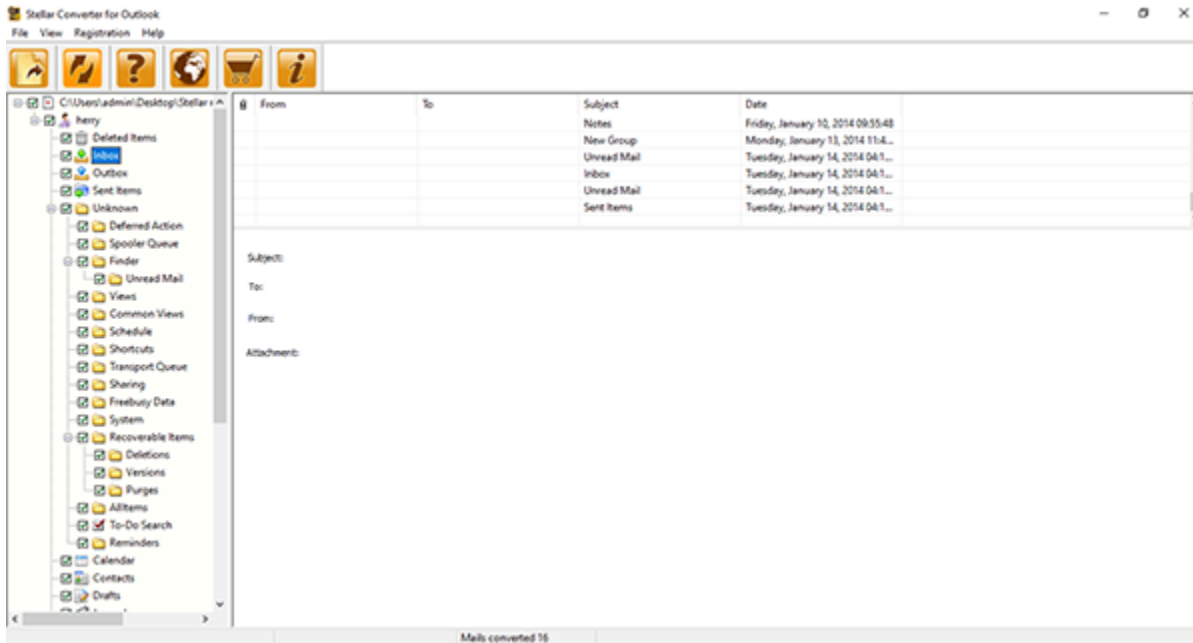
- Click **Find PST File** Option in **Select Outlook Profile & MBOX Client** dialog box.
- **Find Outlook PST** dialog box opens.
- Select required drive in Look in list box and click **Start** button to start the conversion process.
- After the search is finished, list of PST files found in the selected drive is shown in **Find Outlook PST** dialog box as shown below:



- Select file you wish to convert from this list and click **OK**.
- Click **OK** button on **Select Outlook Profile & MBOX Client** dialog to start the conversion process.

3.3. Preview of Mails

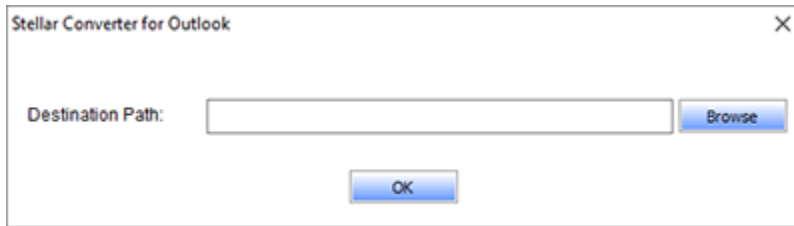
You can see the preview of converted mails after successful completion of conversion process. Left pane displays selected PST filename under Root node in a tree like structure. Upper right pane displays the list of converted mails. To see content of desired mail, click on it in upper right pane. The content is displayed in lower right pane as shown below.



3.4. Save Converted Mails

To save converted mails

- Click **Convert to MBOX** button on the toolbar or select **Convert to MBOX** option in the **File** menu.
- **Stellar Converter for Outlook** dialog box opens as shown below.



- To save converted mails, select location for saving MBOX files and click **OK**.

3.5. Import Converted MBOX Files

To import MBOX file in Thunderbird:

Windows 7 / Windows 8 / Windows 10

- Copy the saved converted mails to the given file path: C:\Users\Administrator\AppData\Roaming\Thunderbird\Profiles
- Run **Thunderbird**.
- The converted mails appear in the left pane, under Local Folders.

To import MBOX files in SeaMonkey:

Windows 7 / Windows 8 / Windows 10

- Copy the saved converted mails to the given file path: C:\Users\Administrator\AppData\Local\Mozilla\SeaMonkey\Profiles
- Run **SeaMonkey**.
- Click on Window in the Menu bar and then select Mail & Newsgroups. Alternatively, you can click (Mail & Newsgroups) on the left of the Statusbar.
- A new window opens up and the converted mails appear in the left pane, under Local Folders.

To import MBOX files in Spicebird:

Windows 7 / Windows 8 / Windows 10

- Copy the saved converted mails to the given file path: C:\Users\Administrator\AppData\Local\Spicebird\ Profiles
- Run **Spicebird**.
- **Click on the Mail,News tab at the top.**
- **The converted mails will appear in the left pane, under Local Folders.**

To import MBOX files in Netscape:

Windows 7 / Windows 8 / Windows 10

- Copy the saved converted mails to the given file path: C:\Users\Administrator\AppData\Local\Mozilla\Profiles
- Run **Netscape**.
- **Click on Window in the Menu bar and then select Mail & Newsgroups. Alternatively, you can click (Mail & Newsgroups) on the left of the Statusbar.**

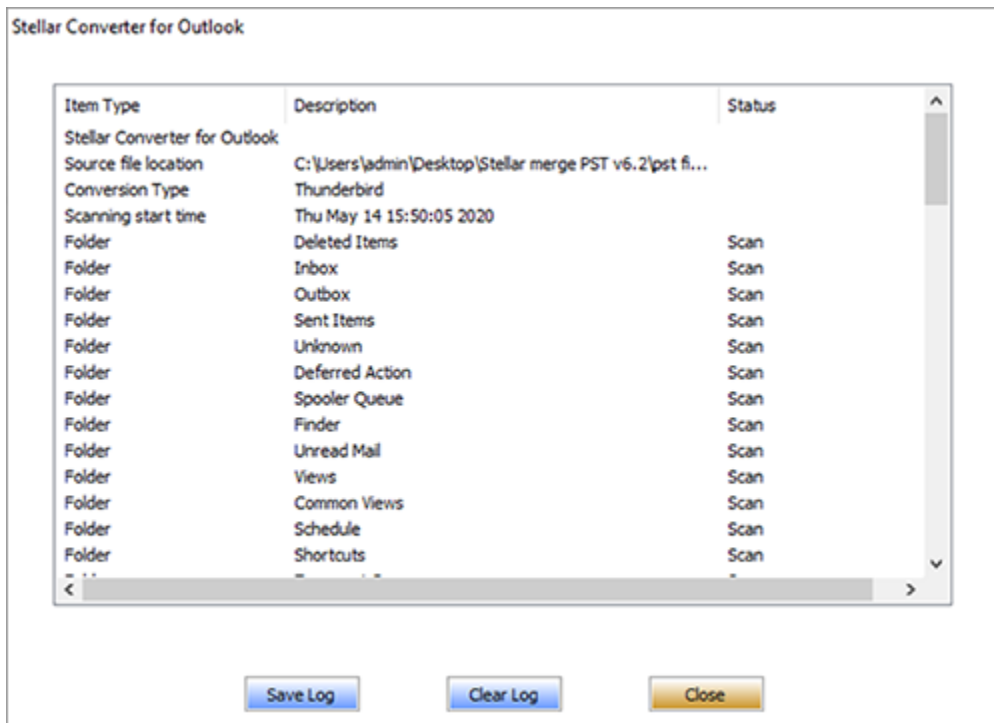
- **A new window opens up and the converted mails appear in the left pane, under Local Folders.**

Note: *In case you are not logged into your computer through the Administrator account, you will need to change Administrator in the given file path C:\Documents and Settings\Administrator\Application Data\Mozilla\Profiles with your user name.*

3.6. View and Save Log Report

Log Report window displays beginning of the process, end of the process, name of the file etc. during running of the process. With **Stellar Converter for Outlook**, you can view and save **Log Report** to analyze the conversion process at a later stage.

To view log details, click **View Log** in **View** menu on the menu bar. **Log Report** window opens as shown below.



- Click **Save Log** button to save the log report. Enter file name and choose destination in **Save As** dialog box.
- Click **Clear Log** button to clear Log Report window.
- Click **Close** button to close Log Report window.

4. FAQs

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

In demo version of **Stellar Converter for Outlook**, you will be able to view the complete mail body but cannot open attachments. To view / save all data and open attachments, you need to purchase and register the software.

2. What is MBOX file format?

The MBOX file is the most common format for storing email messages on a hard drive. All the messages for each mailbox are stored as a single, long, text file in a string of concatenated e-mail messages, starting with the From header of the message.

An MBOX is a text file containing an arbitrary number of e-mail messages. Each message consists of a postmark, followed by an e-mail message formatted according to RFC 822. The file format is line-oriented. Lines are separated by line feed characters (ASCII 10). A postmark line consists of the four characters From, followed by a space character, followed by the message's envelope sender address, followed by white space, and followed by a time stamp. The sender address is expected to be an addrspec as defined in appendix D of RFC 822.

The date is expected to be formatted according to the syntax represented in the augmented Backus-Naur formalism used by RFC 822.

3. What are the email clients that create MBOX file?

Program(s) that create .MBOX files are Thunderbird, Spicebird, Entourage, Pocomail, Eudora, AppleMail, Mulberry, SeaMonkey, Netscape, ClawsMail, OperaMail, MozillaMail, Evolution, and Sylpheed files.

4. Can I convert a single mail into MBOX file?

You can only convert a complete mailbox.

5. If the location of PST files are not known, can I search for them using Stellar Converter for Outlook?

Yes, Find File option of the software lets you search for MBOX files in specified drive of the computer. To know how to use this option, please refer Find PST Files topic of help manual.

6. Can I convert multiple PST files simultaneously?

You can only convert a single PST file at a time.