

Goldy Lotus Notes to Outlook User Manual

Manual Guide

Version 3.0

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1.Introduction Goldy Lotus Notes to Outlook

Goldy Tools offers you an easy and smart way to efficiently convert Domino Notes NSF files to Outlook PST format. Our industry-leading solutions have been well designed to take care of all your conversion needs. Now, save large NSF files into multiple PST files at affordable rates and save time and money.

- ✓ Effortlessly exports Domino Server NSF files to PST format
- ✓ Offers filtering options as per your conversion needs
- ✓ Enables conversion of large NSF files into multiple PST files
- ✓ Allows a crisp and clear preview of NSF items before saving

1.2 Key features

1. Converts Local NSF Files into PST File
2. By using the NSF to PST Converter, users can easily preview the selected local NSF file data.
3. Divides NSF Data into Multiple PST Files
4. Compatibility with Outlook 2003/2007/2010/2013/2016,2019.
5. Compatibility with both 32 bit and 64-bit outlook version

1.3 System Requirements

Hardware Requirements

Pentium Class Processor

128 MB RAM

100 MB free space for software installation

Software Requirements:

Supported Operating Systems (32/64-bit version) :

Supports Windows XP, Vista, 7, 8, 8.1, 10.

MS Outlook Platforms Supports (32/64-bit versions) - Supports Microsoft Outlook 97, 98, 2000, XP, 2003,2007, 2010, 2013, and 2016,2019

Before you conduct any kind of NSF to PST conversion, it is to be noted that both MS Outlook and Lotus Notes are installed on the host computer or the computer on which you wish to

conduct the conversion on. Further, the Lotus Notes Domino Server needs to be working perfectly well while using the Domino Mailbox conversion feature.

2.Install Goldy Lotus Notes to Outlook

2.1 Installation

Your step-by-step tutorial to installing Goldy Lotus Notes to Outlook Software:

To be able to seamlessly install Goldy Lotus Notes to Outlook Software on your computer, simply execute the steps given below:

- First and foremost, ensure that your host computer meets the minimum system requirements and has ample memory available.
- After that download Goldy Lotus Notes to Outlook software from the website: <http://www.goldytools.com>
- You would then need to double-click on the Goldy Lotus Notes to Outlook software installer.
- Simply, go through and follow the instructions as given on the screen. You would finally get to see the setup installation completion screen. Here, click on the Finish button which would then open the main screen of the Goldy Lotus Notes to Outlook software.

2.2 Uninstallation

How to uninstall Goldy Lotus Notes to Outlook Software?

There are two simple ways of uninstalling Goldy Lotus Notes to Outlook software from your computer system:

- Option 1: By using the Windows Start menu.
- Option 2: By using the Control Panel.

Kindly note: Be cautious about the fact that the Goldy Tools for Lotus Notes to Outlook Software is not running in the background of your computer.

Uninstalling using the Windows Start menu

- Go to your computer desktop and click on the Start button from the Windows menu.
- Go to All Programs > Goldy Lotus Notes to Outlook > Uninstall Goldy Lotus Notes to Outlook.
- You would see a warning message confirming the uninstallation of the software on your computer screen. To confirm, click on the Yes button to Uninstall the Goldy Lotus Notes to Outlook.

You would then be able to successfully uninstall Goldy Lotus Notes to Outlook software from your computer system.

Uninstalling using the Control Panel option

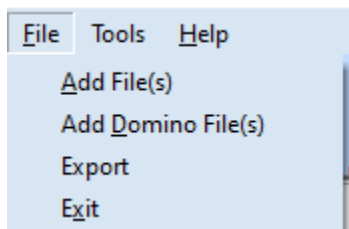
- Go to your computer desktop and click on the Start Menu > Control Panel and then double click the Add or Remove Programs icon. Choose the Goldy Lotus Notes to Outlook and then click on Remove.
- You would then see a warning message confirming the uninstallation of Goldy Lotus Notes to Outlook Software.
- To confirm, simply click on the Yes button to uninstall the Goldytools Lotus Notes to Outlook Software.

You would then be able to successfully uninstall Goldy Lotus Notes to Outlook software from your computer system.

Menu Bar

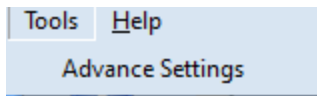
The Goldy conversion tool for Lotus Notes to Outlook menu bar has three main menus namely File, Tools and Help.

The File menu option for Lotus Notes to Outlook appears as below:



The sub menu options and their respective functions are as follows:

Add File(s)	Choose this option to add NSF file(s) that you wish to convert
Add Domino File(s)	Choose this option to add Domino mailboxes for conversion purposes
Export	Choose to begin the conversion process from NSF files to Exchange Server or PST files or Domino Server files to PST
Exit	Choose this option if you wish to close the Software completely and exit

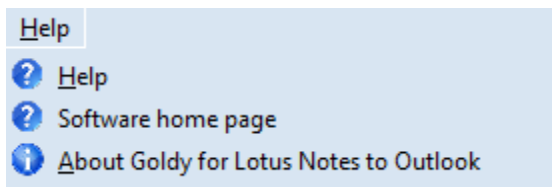


Advance Settings

Choose this menu option in order to access 'View Folders' that are created by default by the Lotus Notes tool. To be able to view them, you are required to activate the 'Show View Folders' option through the Advance Settings Window.

Help Menu

The Help menu comprises of three options to choose from.



Help

Choose this option to open the User Help Manual of Gold Lotus Notes to Outlook software

Software home page

Choose this option to visit the software homepage on the website

About Goldy Lotus Notes to Outlook

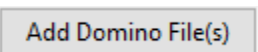
Choose this option to know the version and support information about the Software.

Toolbar

The toolbar menu contains the following options:



Click this button to add and/or list desired .NSF file(s) for conversion



Click this option to add and/or list the desired files on the Domino

Server that needs to be converted using the Goldy Lotus Notes to Outlook software

Export

Click here to export/save selected .NSF file to PST format

Remove

Choose this option to remove NSF files that have been added before the software conversion begins.

Preview

Choose the Preview option to glance through NSF files that have been added before the Lotus Notes to Outlook conversion begins. The Preview option only works for Standard mode.



Help

Choose the Help option if you wish to open the Software Manual.



About

Click on About if you would like to know the version and support info about the software.



By Online

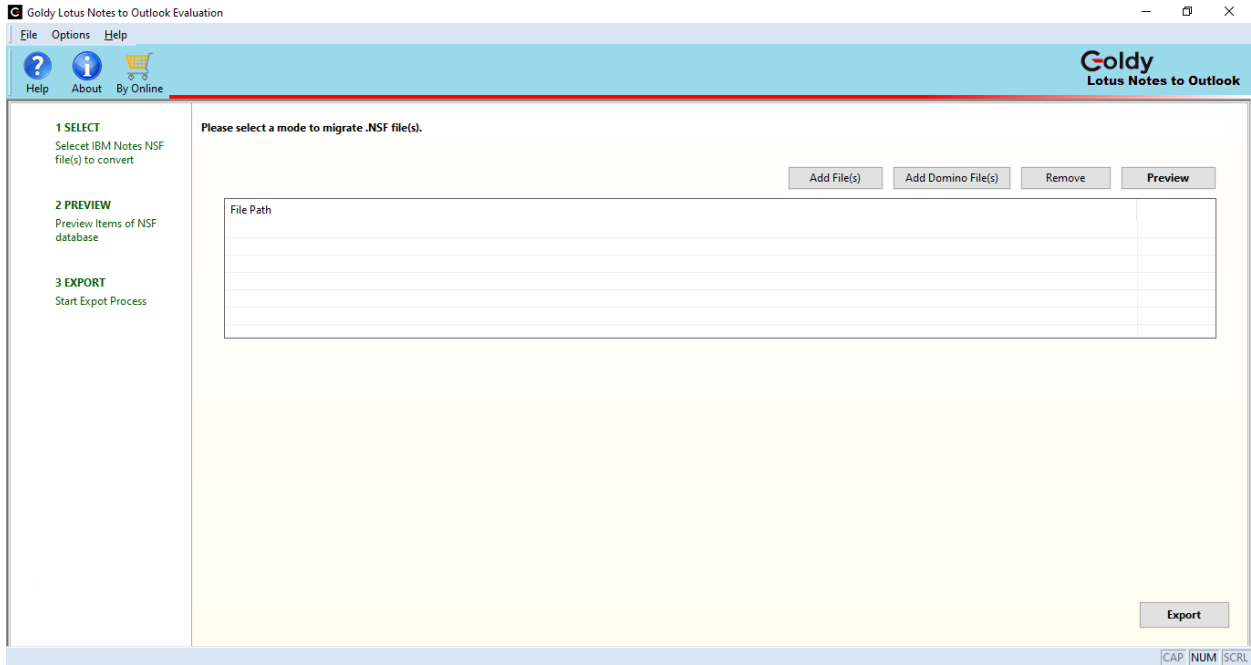
Click the Buy Online button if you wish to purchase the complete version of the software

Using the Software

Easy conversion of NSF files to PST files

Let us experience how this software tool allows you to easily convert NSF files to PST files.

Step 1: Launch the software and you will be greeted by a Welcome screen like the one you can see below:



Step 2: Click on the Add NSF File(s) button and then choose any number of NSF files for conversion.

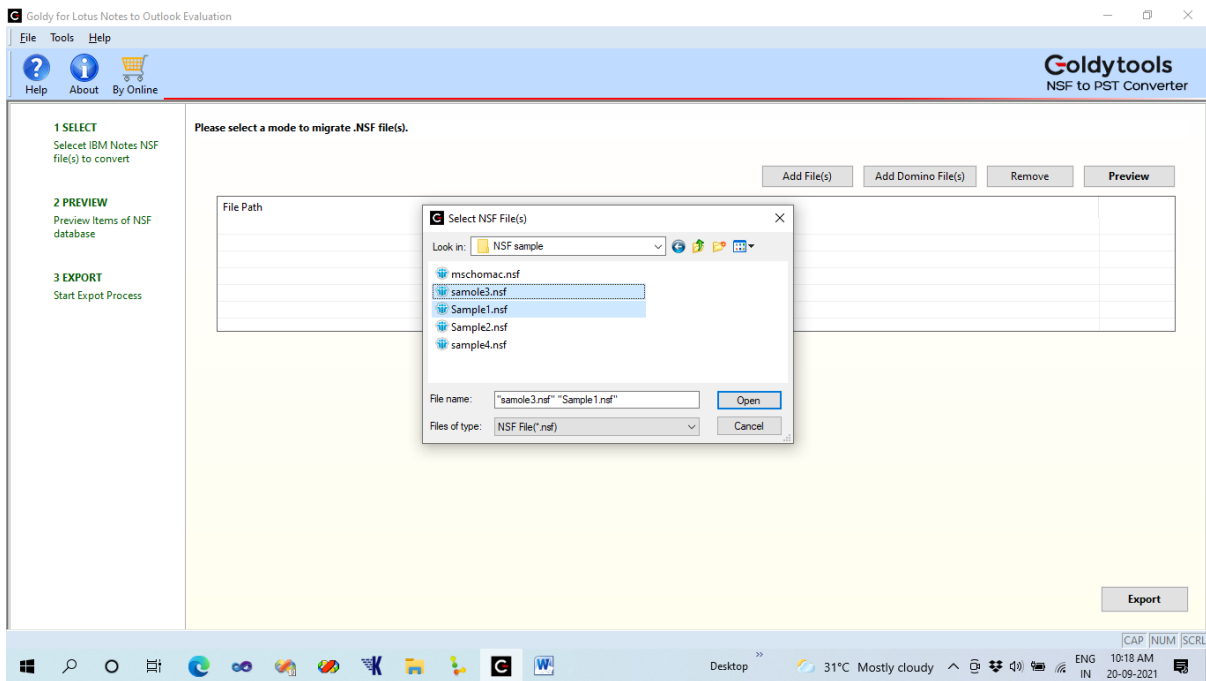


Figure 4.2 Choosing appropriate NSF Files

Selected NSF files will be listed out in the given software for conversion.

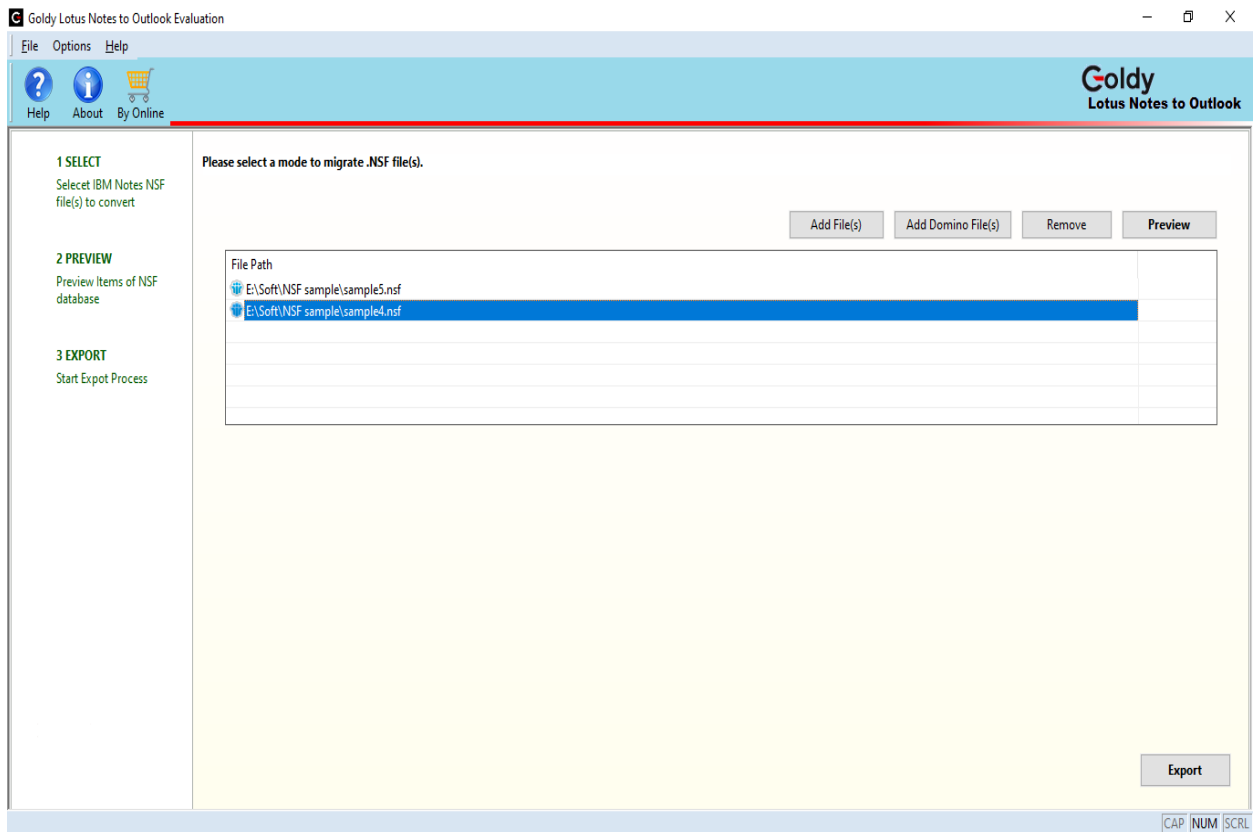


Figure 4.3 Enlisted NSF File(s)

Step 3: Choose any NSF file and then click a button of your choice for results. You can click on the Preview button if you wish to view the file and/or click the Migrate button if you wish to save the files before or after seeing the preview. In this example the Preview button has been clicked to view email data.

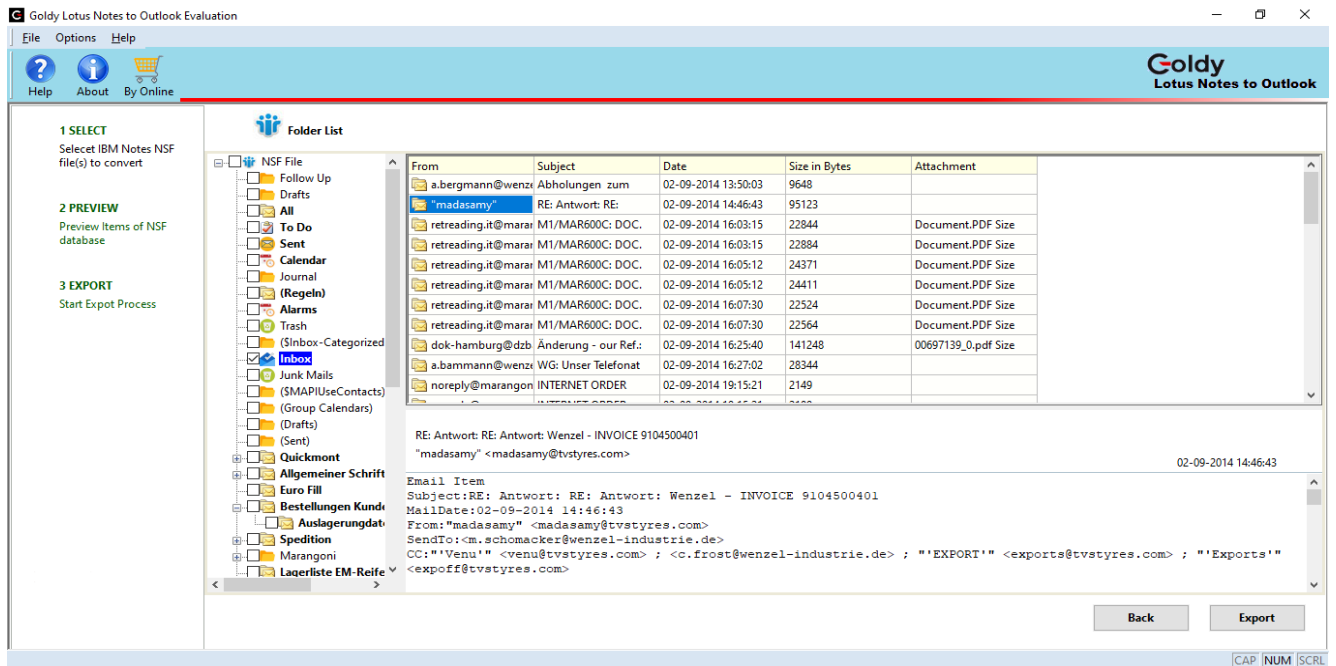


Figure 4.4 Preview of NSF data

Step 4: Once you are done with the preview simply click on the Migrate button. The screen given below can then be seen. You can make a choice and then choose the Outlook PST mode. Once you are fine with the preview and selection then click on OK.

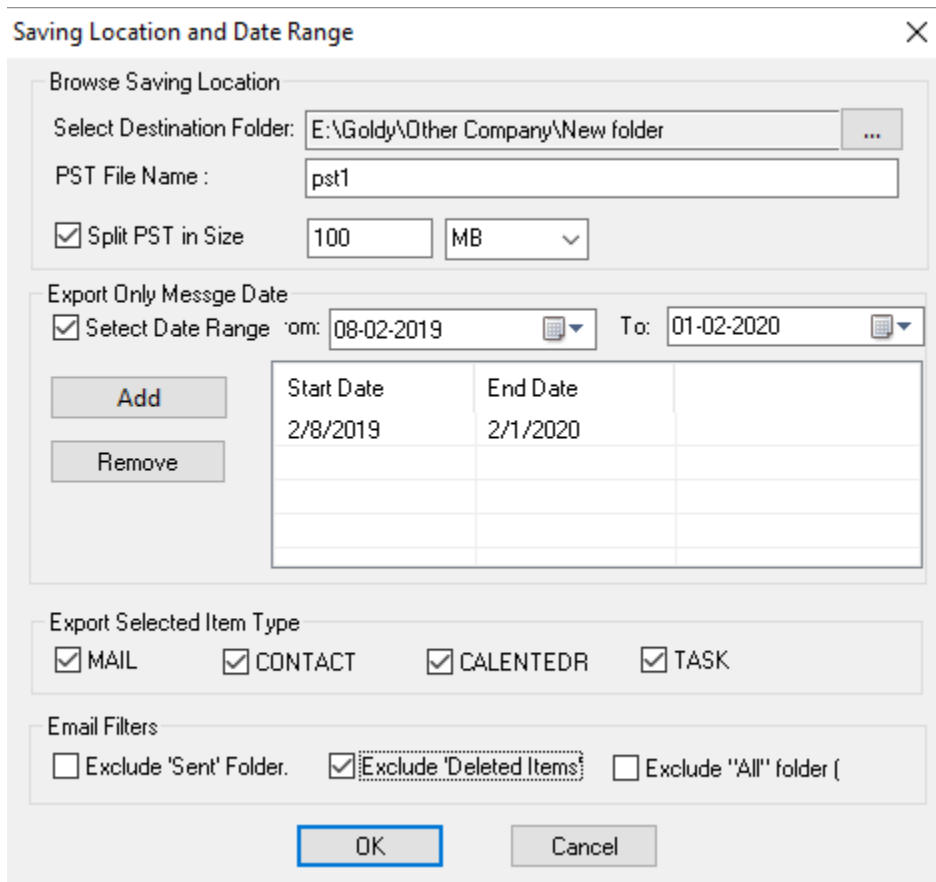


Figure 4.41 Filters Application

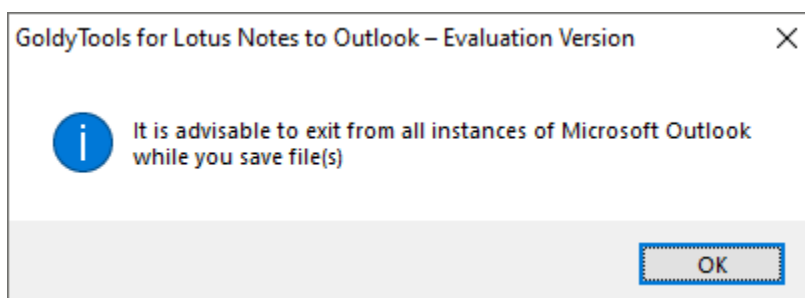


Figure 4.42 Popup message displaying a Warning message.

Step 5: The window given here can be seen. The software then asks the user to close all instances of MS Outlook (if running in the foreground or background). Then click on OK.

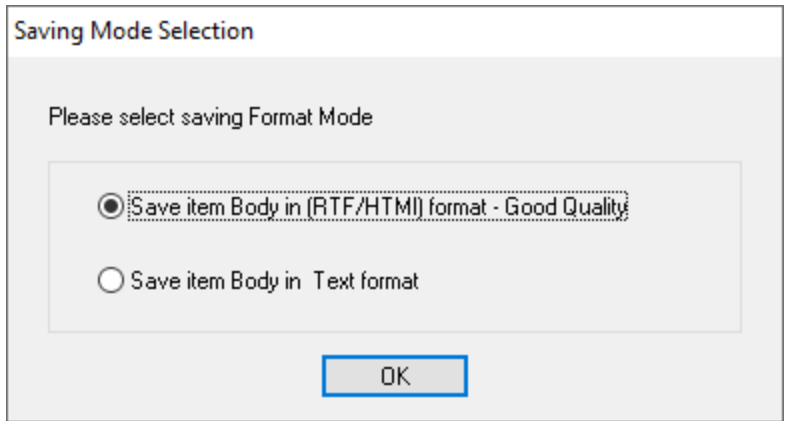


Figure 4.43 Saving modes

Step 6: The software shows the Saving Mode Selection window. Simply, choose an appropriate option and finally click on OK.

Step 7: Goldy Lotus Notes to Outlook software will start the saving process

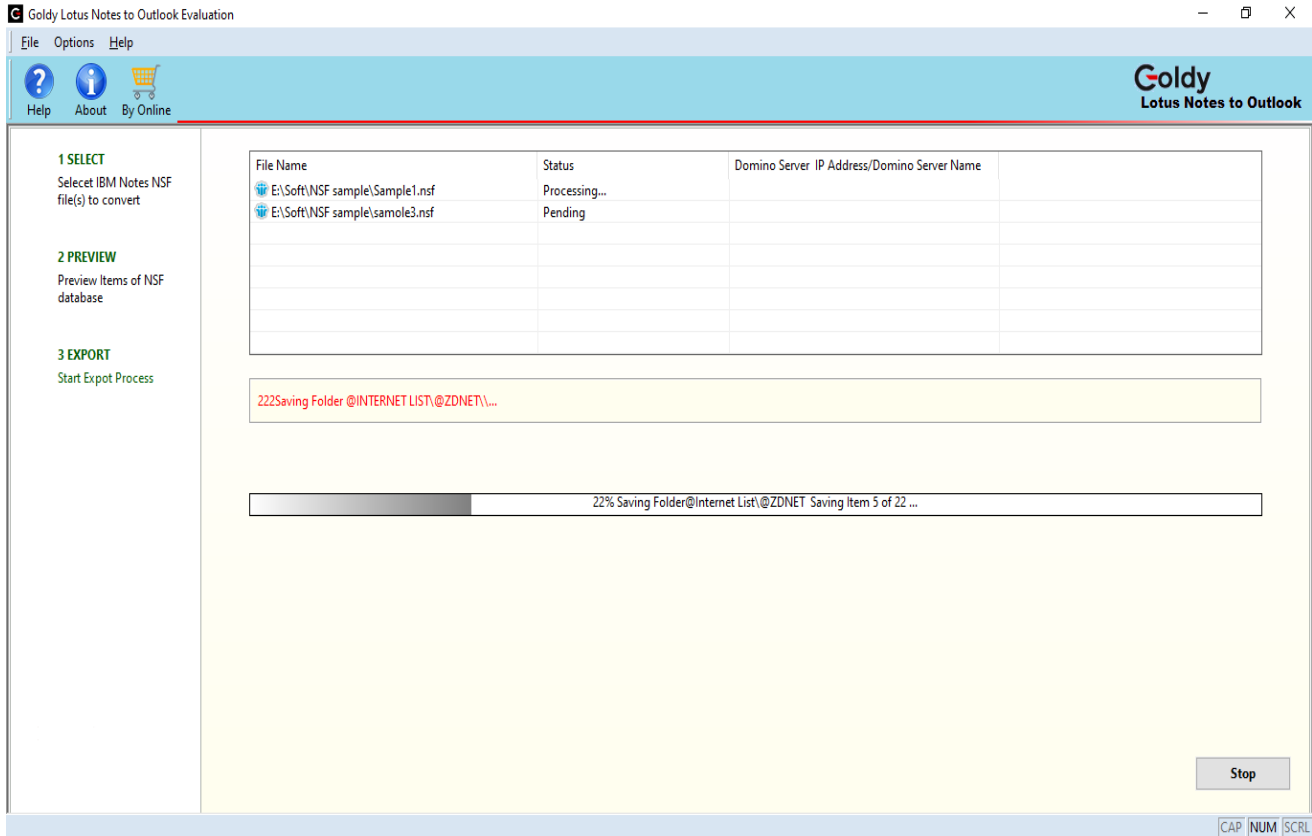


Figure 4.7 Saving in Progress

Step 8: After successful saving, the following message is displayed

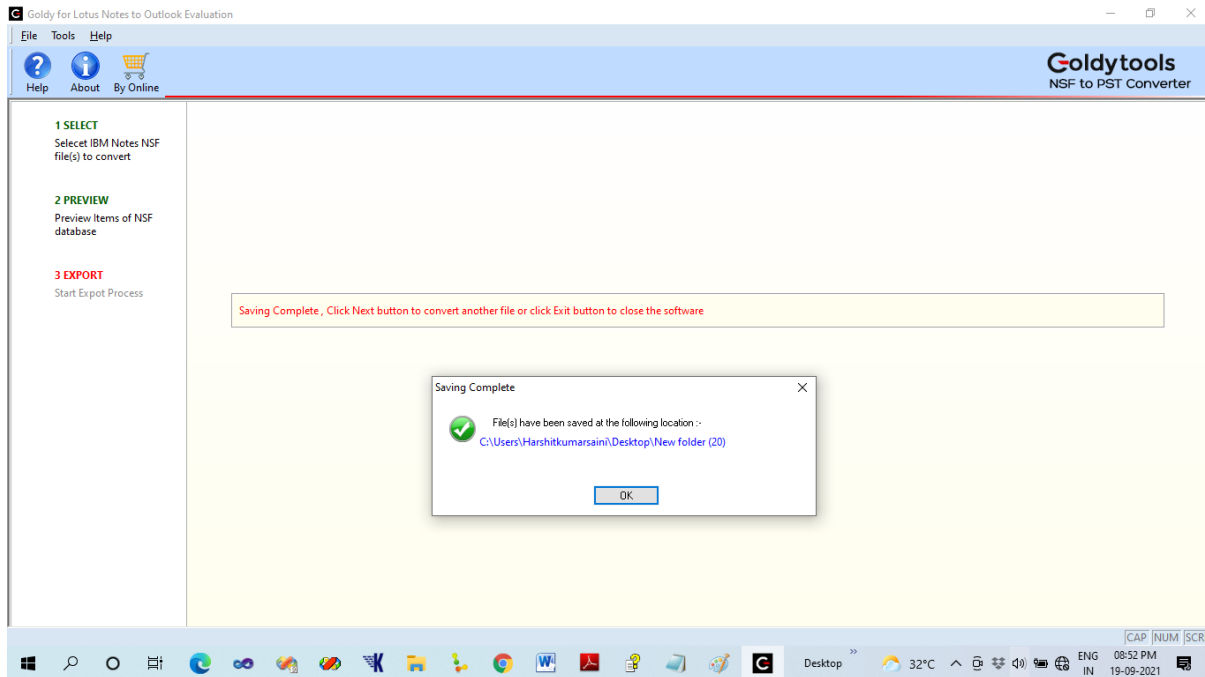


Figure 4.44 Export Completed

Step 9: The software tool will commence with the saving process. Once complete, it will display a message stating that the saving process was successful. As soon as the conversion process finishes, the software displays the location of the PST file that was saved on the system.

This indicates that the software has successfully completed the Domino files to PST files conversion.

Purchase:

Buy the Goldy Lotus Notes to Outlook Software

It is advisable that you purchase the Goldy Lotus Notes to Outlook software if you wish to save converted emails messages of Lotus Notes on your system.

Payment and Delivery

You can make a purchase by using a credit card. If you wish to make a purchase using some other method then please e-mail us on **sales@goldytools.com**

Once you have successfully purchased the licensed version, a registration key with URL to download the full version will be emailed on your registered email ID. You can **download the FULL version** of the Goldy software immediately once your order is placed and enjoy all the features.

Conclusion

This User Guide has been developed to ensure that you can easily understand how to migrate Lotus Notes to Outlook Exchange. It offers helpful tips and steps so that you have a seamless experience. To know more about the product and to experience its benefits please visit <https://www.goldytools.com/lotus-notes-to-outlook.html>

Support

For further support or if you wish to know more about our products then you can connect with us at <https://www.goldytools.com/Contact.html> and submit your query, or chat with one of our support team members.

Moreover, you can drop us an email by writing to us on any of the IDs given below:

- sales@goldytools.com (for Sales Queries)
- support@goldytools.com (for Support Queries)

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