

Kernel for Lotus Notes to Outlook

User Guide

Version 19.2

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1. Introduction to Kernel for Lotus Notes to Outlook

Welcome to the user manual for **Kernel for Lotus Notes to Outlook - NSF to PST Software**, the most powerful, professional and easy-to-use conversion software that helps you to convert unlimited NSF files and Domino Server Mailboxes.

1.1 Using this Manual

This user manual is intended to guide users on using **Kernel for Lotus Notes to Outlook**. We suggest that first time users should read this user manual completely and carefully before proceeding to use the software. However, if you are an experienced user, you can use the table of contents to find out information about the tasks that you need to perform by using **Kernel for Lotus Notes to Outlook**. You can use the table of contents to navigate through different sections of this user manual. The table of contents lists all the sections that are contained in this user manual in chronological order. The user manual comprises the following sections:

- Introduction
- Getting Started
- Software Interface
- Convert NSF file to PST file
- Convert Domino Server Mailboxes
- Full Version
- Support
- Troubleshooting
- Legal Notice

1.1.1 List of Abbreviations

Certain abbreviations have been used throughout this manual. For a clear understanding of the contents of this user manual, please go through the list of abbreviations, mentioned below, before reading the manual.

NSF: Notes System Files

PST: Personal Storage Files

RTF: Rich Text Format

MS: Microsoft

RAM: Random Access Memory

MB: Mega-Byte

GB: Giga-Byte

1.2 About Kernel for Lotus Notes to Outlook

Kernel for Lotus Notes to Outlook is an email migration tool for Lotus Notes email client that lets a user to migrate from Notes to Outlook and Exchange Server easily. A reliable, result-oriented software with high-performance percentage lets you convert your NSF files to PST files and access them with MS Outlook or directly lists in MS Exchange Server user profile. This software uses quick algorithms to convert NSF files to PST files and user mailboxes from Domino Server to Exchange Server.

Kernel for Lotus Notes to Outlook supports direct migration from Lotus Notes to Exchange Server. The software accurately converts user's emails, calendar items, address books, appointments, tasks, Sent Items, drafts, notes, alarms, journals, calendars, and every other folder and item existing in the user's Lotus Notes account. Unlimited user accounts are easy to migrate from Domino Server to MS Exchange Server using this tool. The software proves to be much help for both administrators and individual Lotus Notes users. Companies, organizations switching from Lotus Domino server to MS Exchange Server can be relaxed with **Kernel for Lotus Notes to Outlook** as the software meets every need of an organizational switch.

1.3 Salient Features

Salient features of **Kernel for Lotus Notes to Outlook** include:

- Converts unlimited NSF files to PST files
- Enables users to convert various NSF files into PST files easily. Moreover, it enables the user to save converted NSF file into several Exchange mailboxes in a single attempt.
- Enables users to edit Lotus Notes or Outlook's folder name and migrate contents accordingly.
- Converts NSF files from Domino Server Mailbox(s).
- Supports UNICODE character conversion.
- Saves Converted File in PST or Exchange Server options.
- Provides three options to save the converted emails in three different text formats:
 - Save item(s) in TEXT/HTML format- Fastest Speed
 - Save item(s) in RTF format- Low Quality - Medium Speed
 - Save item(s) in RTF format - Best Quality - Lowest Speed
- Accurately converts emails, attachments, contacts, calendars, appointments, journals, to-do item list, sent mails, drafts, alarms, rules, group calendars, created categories, and every other folder which is created in the NSF file for a specific user account.
- Supports every version of Lotus Notes, MS Outlook, Domino Server and MS Exchange Server to perform the process of file conversion.
- Free demo version available to test the capabilities of the software before purchasing it that allows saving 10 items per folder of NSF file (Notes and Domino).

1.4 Who Should Use this Software?

Kernel for Lotus Notes to Outlook is an excellent tool indeed for system administrators, individuals, technicians, who need to migrate from Lotus Domino Server environment to Exchange Server environment or want to convert large NSF files from Lotus Domino Server to MS Exchange Server or MS Outlook. Performing migration is a bit tedious task, but with Kernel for Lotus Notes to Outlook, companies, organizations, individuals can feel relaxed.

2. Getting Started

Now that you have understood the features and potential of **Kernel for Lotus Notes to Outlook**, you are ready to get a hand on experience of the software. To start migrating from Notes to MS Outlook, you will first need to download and install the software. It is strongly recommended that before installing Kernel for Lotus Notes to Outlook, you should go through the installation pre-requisites for the software to ensure that your computer is appropriately configured to run the software.

2.1 Installation Pre-requisites

The various pre-requisites for installing and running **Kernel for Lotus Notes to Outlook** can be broadly classified into two major categories – Hardware requirements and Software requirements.

2.1.1 Hardware Requirements:

The hardware requirements for installing the software are as follows:

- Pentium Class Processor
- Minimum 64MB RAM (128 MB recommended)
- 50 MB for Software installation
- Disk Space - Enough space to store the repaired files

 You should have at least 10 MB of free disk space if you want to save 10 MB of converted data

2.1.2 Software Requirements:

The software requirements for installing the software are as follows:

Supported operating systems:

- Windows Server 2000
- Windows Server 2003
- Windows Server 2008
- Windows Server 2008 R2
- Windows Server 2012

- Windows Server 2012 R2
- Windows Server 2016
- Windows XP
- Windows Vista
- Windows 7
- Windows 8/8.1
- Windows 10

Supported Lotus Notes & Domino Server Versions

- Lotus Notes 9.0.1, 9.0, 8.5, 8.0, 7.0, 6.5, 6.0
- Lotus Notes Domino Server 9.0.1, 9.0, 8.5, 8.0, 7.0, 6.5, 6.0

Supported MS Outlook Versions

- MS Outlook 97, 98, 2000, 2002, 2003, 2007, 2010, 2013, 2016, 2019

Supported MS Exchange Server versions:

- All versions of MS Exchange Server (Exchange Server 5.0, 5.5, 2000, 2003, 2007, 2010, 2013, 2016, 2019)

 MS Outlook and Lotus Notes should be installed on the host computer on which you are performing the conversion. Also, Lotus Notes Domino Server should be in working condition while using the Convert Domino Mailboxes feature.

2.2 Downloading Kernel for Lotus Notes to Outlook for the First Time

After checking your computer with the prescribed system requirements for **Kernel for Lotus Notes to Outlook**, you can download and install the software on your computer. You can buy the full version of the software from any one of our authorized resellers – Digital River and 2Checkout.

If you want to try using **Kernel for Lotus Notes to Outlook** before buying it, you can download the evaluation version from the following link: <https://www.nucleustechnologies.com/lotus-notes-to-outlook.html>

 You can save the first 10 items of every folder of NSF file (Notes and Domino) to PST file format using the evaluation version of Kernel for Lotus Notes to Outlook; however, to save the entire converted items you need to purchase the Full Version.

2.3 Install Kernel for Lotus Notes to Outlook

After downloading the installer file for Kernel for Lotus Notes to Outlook, you can install the software by running the file. To install **Kernel for Lotus Notes to Outlook**, perform the following steps:

- Double-click the Kernel for Lotus Notes to Outlook software installer file.

- Follow the on-screen instructions. The Setup Installation Completion screen will be displayed.
- Click Finish to launch the software. The main window of the software appears.

2.4 Start Kernel for Lotus Notes to Outlook

To start **Kernel for Lotus Notes to Outlook** software, click **Start > All Programs > Kernel for Lotus Notes to Outlook**

Alternatively, you can launch **Kernel for Lotus Notes to Outlook** by double-clicking the shortcut icon available on the desktop and Quick Launch icon.

2.5 Uninstall Kernel for Lotus Notes to Outlook

You may need to uninstall and re-install **Kernel for Lotus Notes to Outlook**. To uninstall **Kernel for Lotus Notes to Outlook** software,

1. Click **Start > All Programs > Kernel for Lotus Notes to Outlook > Uninstall Kernel for Lotus Notes to Outlook**

A warning message will be displayed.

2. Click **Yes** to uninstall **Kernel for Lotus Notes to Outlook**.

 Before proceeding to uninstall Kernel for Lotus Notes to Outlook, you must ensure that the software is not running.

You can alternatively uninstall Kernel for Lotus Notes to Outlook from the **Control Panel** by performing the following steps:

1. Click **Start > Control Panel**, and then double-click **Add or Remove Programs** icon.
2. Select **Kernel for Lotus Notes to Outlook** and click **Remove**.

A warning message will be displayed.

3. Click **Yes** to uninstall Kernel for Lotus Notes to Outlook.

3. Software Interface

Now that **Kernel for Lotus Notes to Outlook** has been installed on your computer, you can start using the software after getting acquainted with the software interface.

3.1 Menu-bar

The menu bar of Kernel for Lotus Notes to Outlook comprises three main menus – **File**, **Tools**, and **Help**.

3.1.1 File Menu

The **File** menu of **Kernel for Lotus Notes to Outlook** appears as:

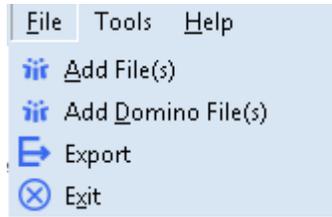


Figure 3.1 File Menu

Menu items in the **File** menu:

| Field Name | Field Description |
|---------------------------|--|
| Add File(s) | Select to add NSF file(s) for conversion |
| Add Domino File(s) | Select this option to add Domino mailboxes for the conversion |
| Export | Select to start the conversion process from NSF files to Exchange Server or PST files or Domino Server files to Exchange Server or PST files |
| Exit | Select to close Kernel for Lotus Notes to Outlook software |

3.1.2 Tool Menu

The **Tools** menu comprises one menu item.

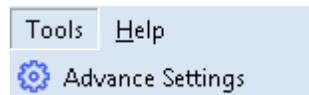


Figure 3.2 Tools Menu

Menu item in the Tools menu:

| Field Name | Field Description |
|-------------------------|--|
| Advance Settings | Select this option to access 'View Folders' which are by default created by Lotus Notes. To view them, you need to activate the 'Show View Folders' option from the Advance Settings window. |

3.1.3 Help Menu

The **Help** menu comprises three menu items.

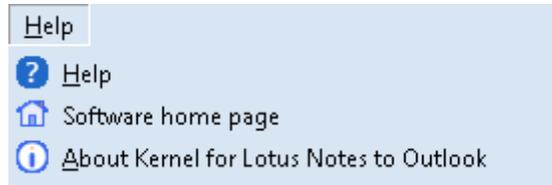


Figure 3.3 Help Menu

Menu items in the Help menu:

| Field Name | Field Description |
|---|---|
| Help | Select to open User Help Manual of Kernel for Lotus Notes to Outlook software |
| Software home page | Select to visit software homepage on our website |
| About Kernel for Lotus Notes to Outlook | Select to know version and support information about Kernel for Lotus Notes to Outlook software |

3.2 Toolbar

The toolbar in Kernel for Lotus Notes to Outlook software contains following buttons:

| Button | Button Description |
|---|---|
|  | Click to add and list .NSF file(s) for conversion |
|  | Click to add and list Domino Server to Kernel for Lotus Notes to Outlook software for conversion |
|  | Click to export/save selected.NSF file to PST or Exchange Server file format |
|  | Click to remove NSF files that have been added before the Lotus Notes to Outlook conversion starts. |

[Preview](#)

Click to preview NSF files that have been added before the Lotus Notes to Outlook conversion starts. Preview works only for Standard mode.



Home

Click to view software's homepage on our website.



About

Click to know version & support info about the software



Click to buy the full version of the software

4. Using Kernel for Lotus Notes to Outlook Software

Kernel for Lotus Notes to Outlook software can be used to migrate unlimited NSF data to Outlook and Exchange. The software allows its users to perform the following conversions:

1. Convert NSF files to PST files
2. Convert NSF files to Exchange Server
3. Convert Domino Server files to Exchange Server
4. Convert Domino Server files to PST files

4.1 Convert NSF files to PST files

Let's see how **Kernel for Lotus Notes to Outlook** software performs the NSF files to PST files conversion.

Step 1: Launch **Kernel for Lotus Notes to Outlook** software, and you will see the welcome screen like this.

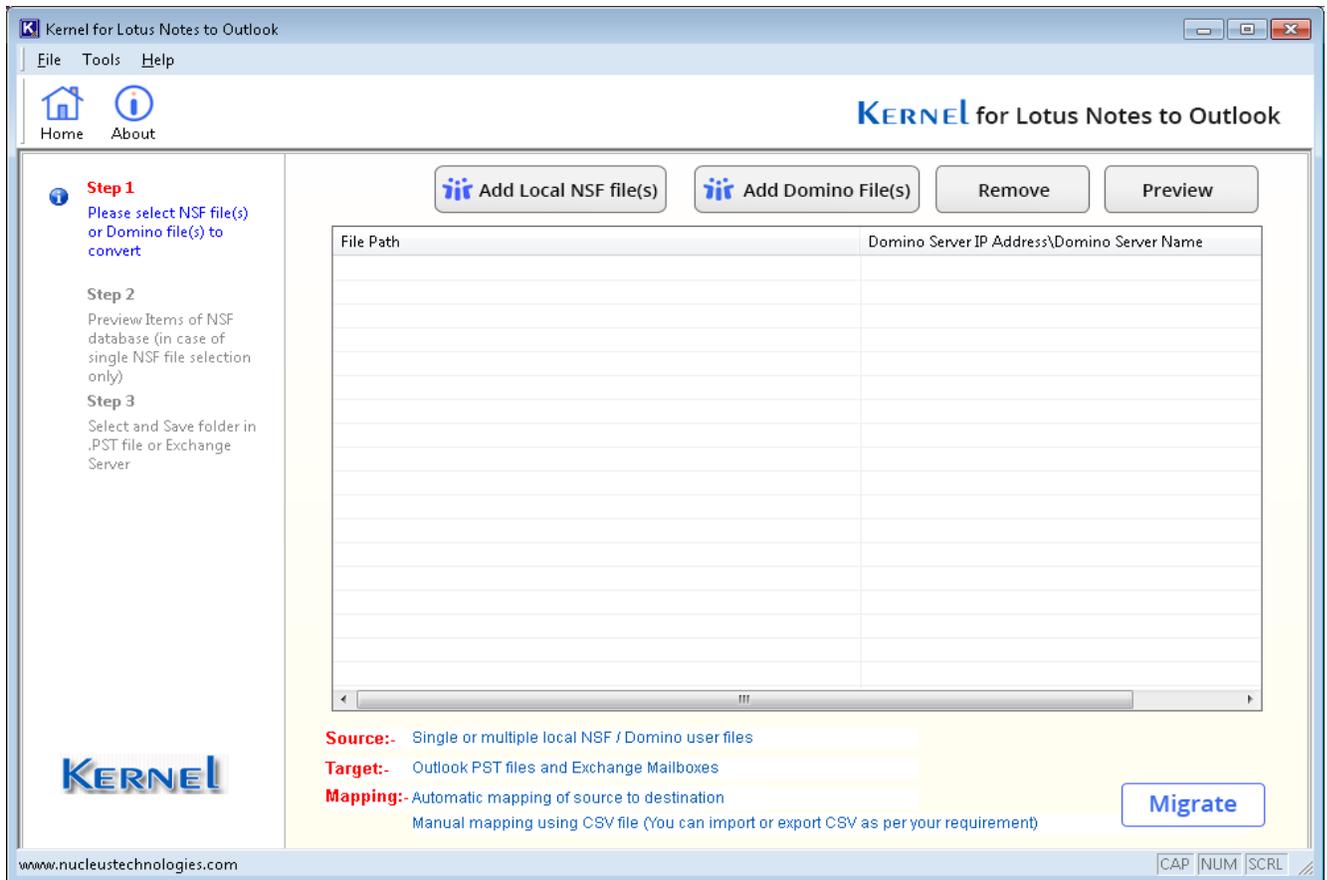


Figure 4.1 Home Screen

Step 2: Click the **Add Local NSF File(s)** button and select any number of NSF files for conversion:

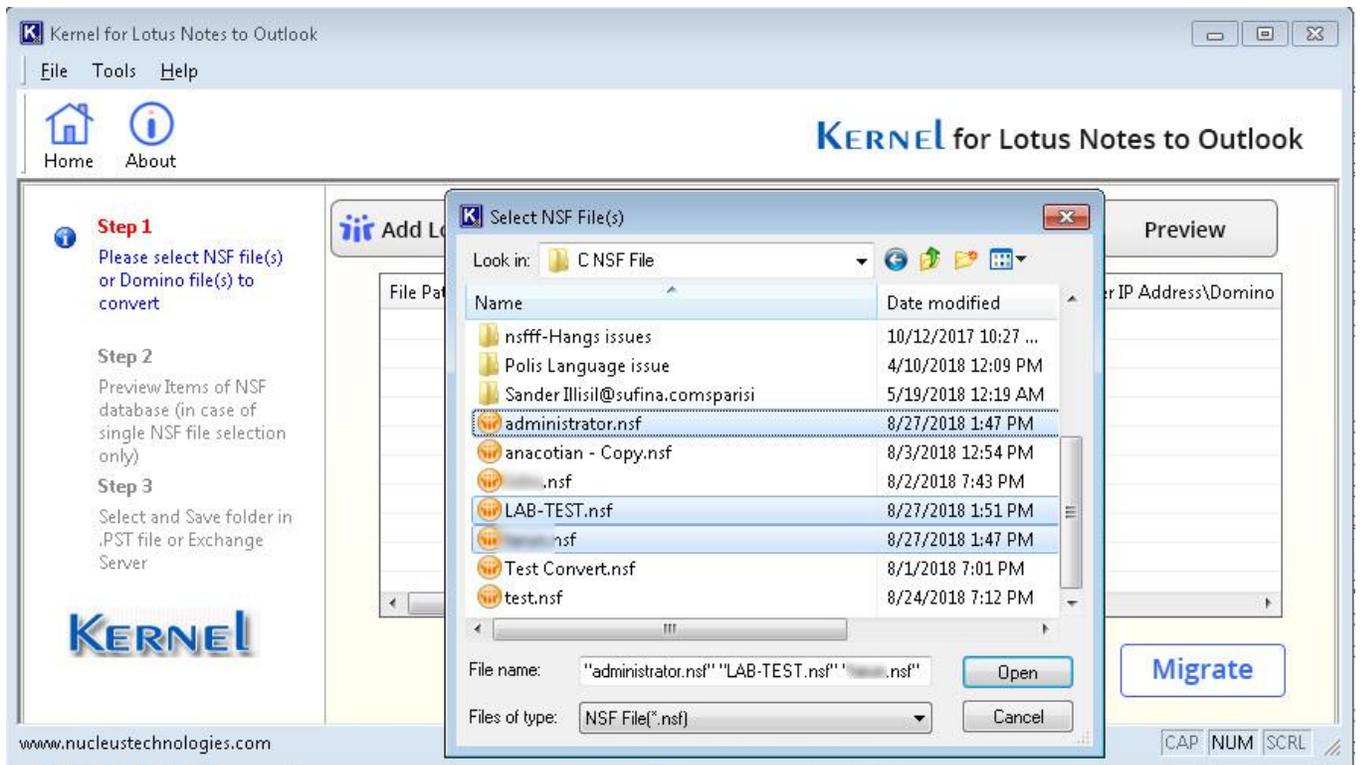


Figure 4.2 Selection of NSF Files

Selected NSF files will get listed in the **Kernel for Lotus Notes to Outlook** software for conversion.

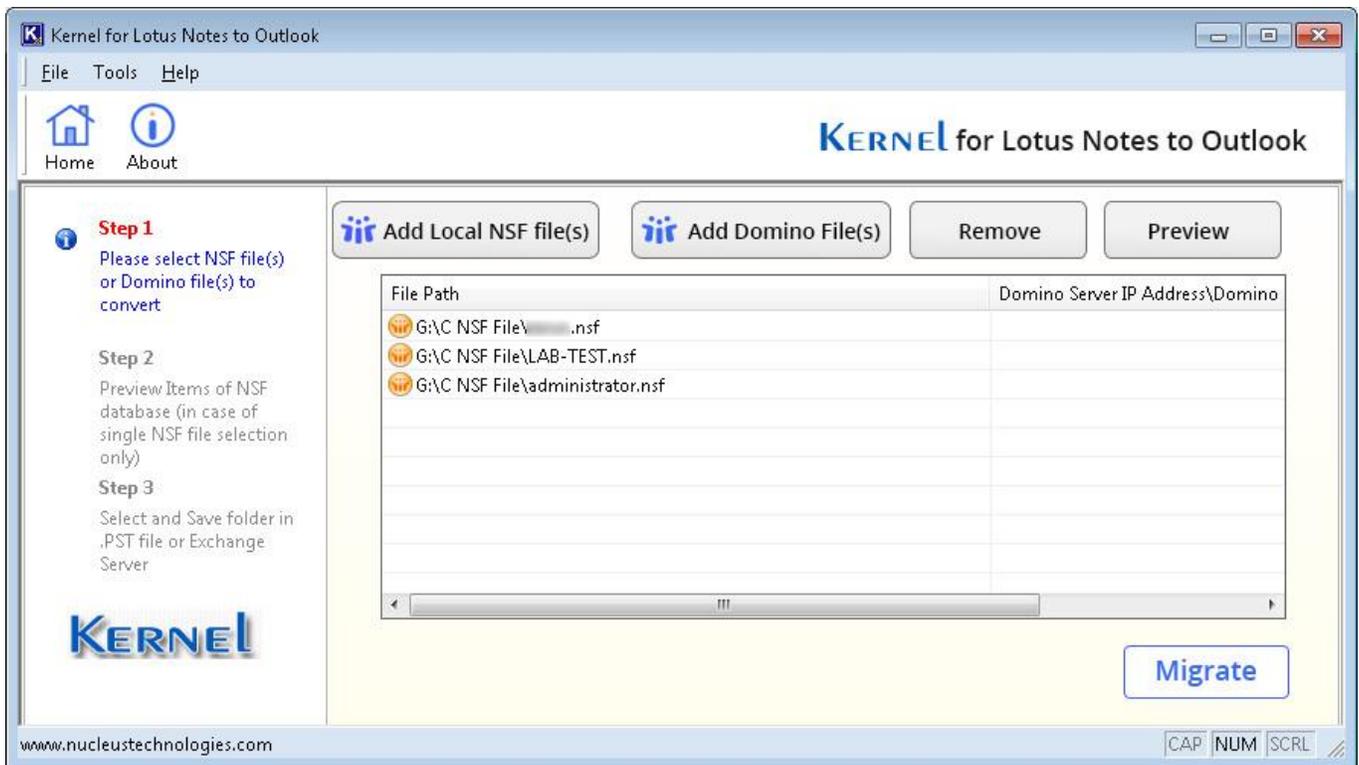


Figure 4.3 Enlisted NSF File(s)

Step 3: Select any NSF file and click the desired button.

Click the **Preview** button to preview or click the **Migrate** button to save the files before or after seeing the preview. Here, the **Preview** button has been clicked to view email data.

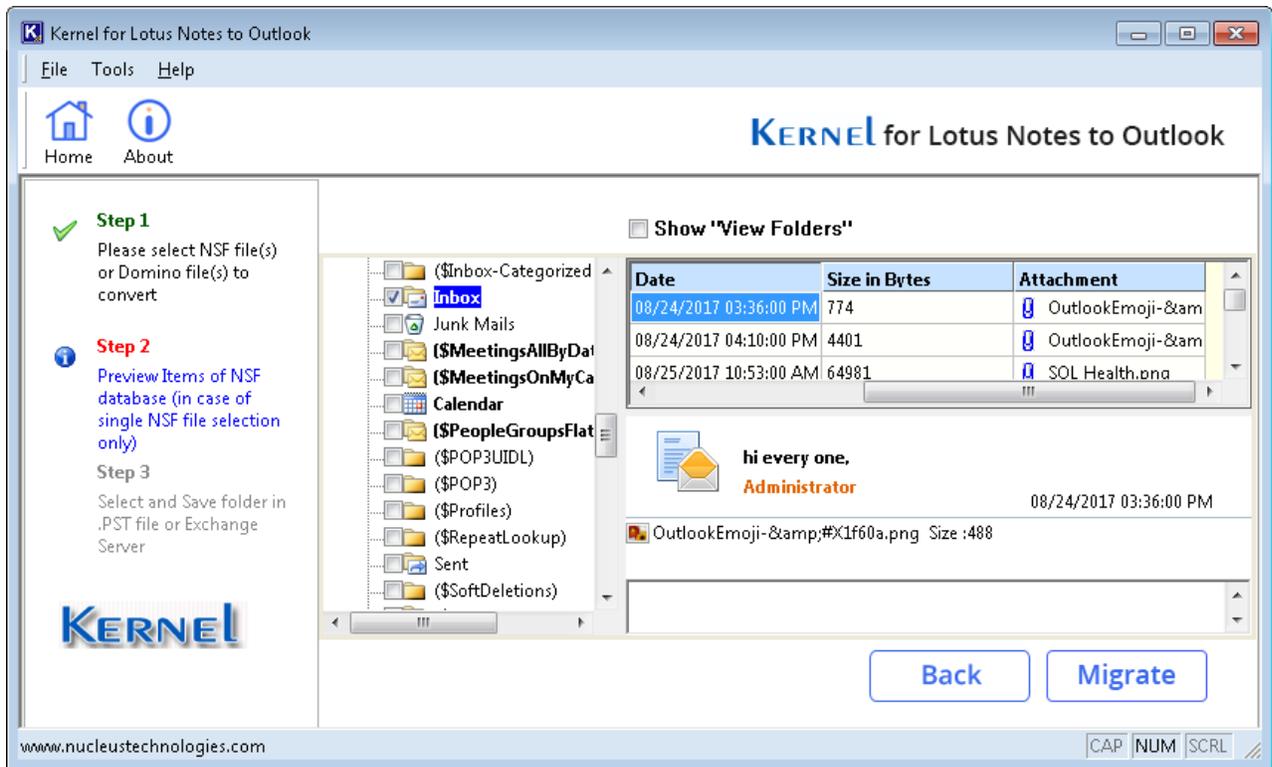


Figure 4.4 Preview of NSF data

Step 4: After the preview, click on the **Migrate** button. The following screen will be displayed. Select any one of them. Choose the **Outlook PST** mode and click **OK**.

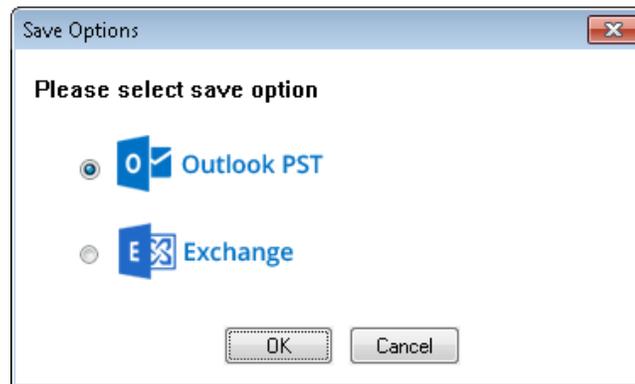


Figure 4.5 Saving Options

Step 5: Define the PST folder path to save the converted file on your disk. Click **OK**.

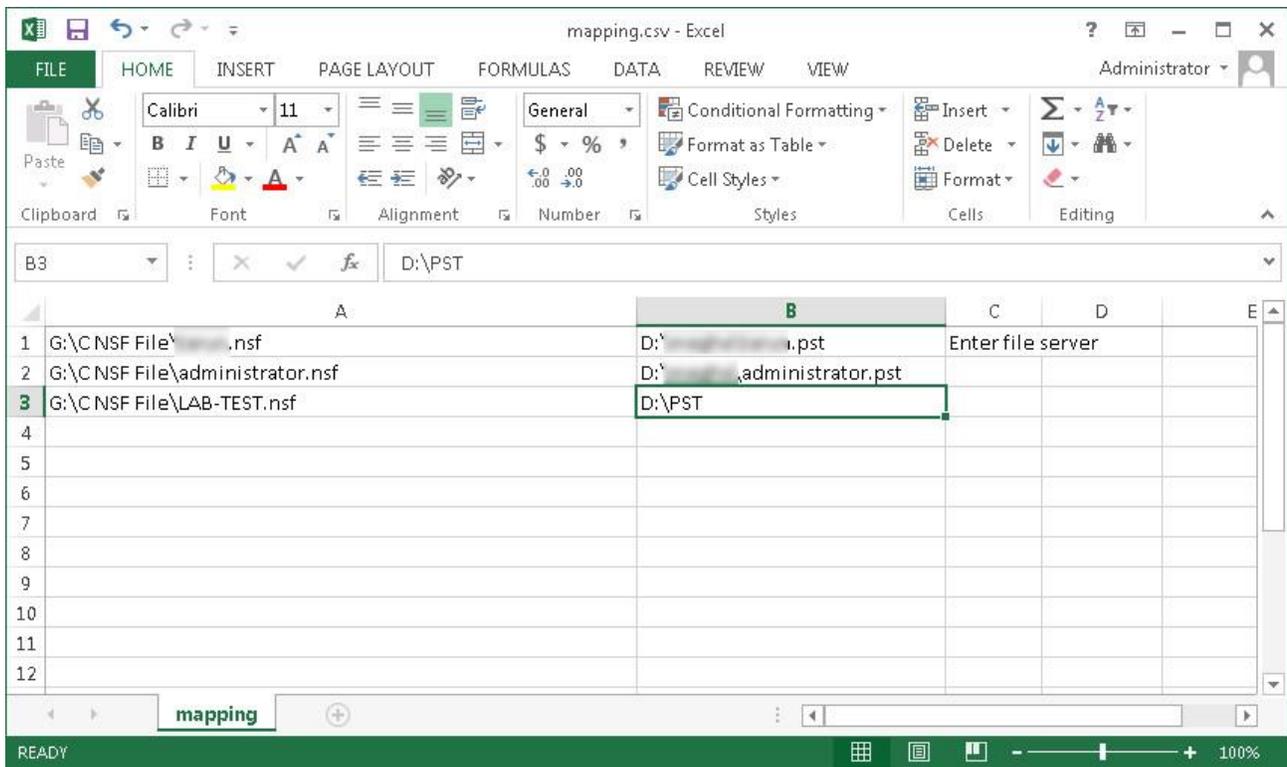


Figure 4.7 Mapping with CSV

Step 6: To save into multiple small PST files, you can use the **Split PST** option that splits the file into a defined size (in MB or GB). Define the **Date Range** by inserting the start date and end date.

You can select the categories under the **Select Categories** option. Provide Folder filters by checking/un-checking **Skip folder name "All"** and **Skip Hidden Views and Folders** options.

Check, different fields like **"Exclude Folder(s),"** and **"Include Folder(s)"** if you want to exclude or include any folder(s); click **OK**.

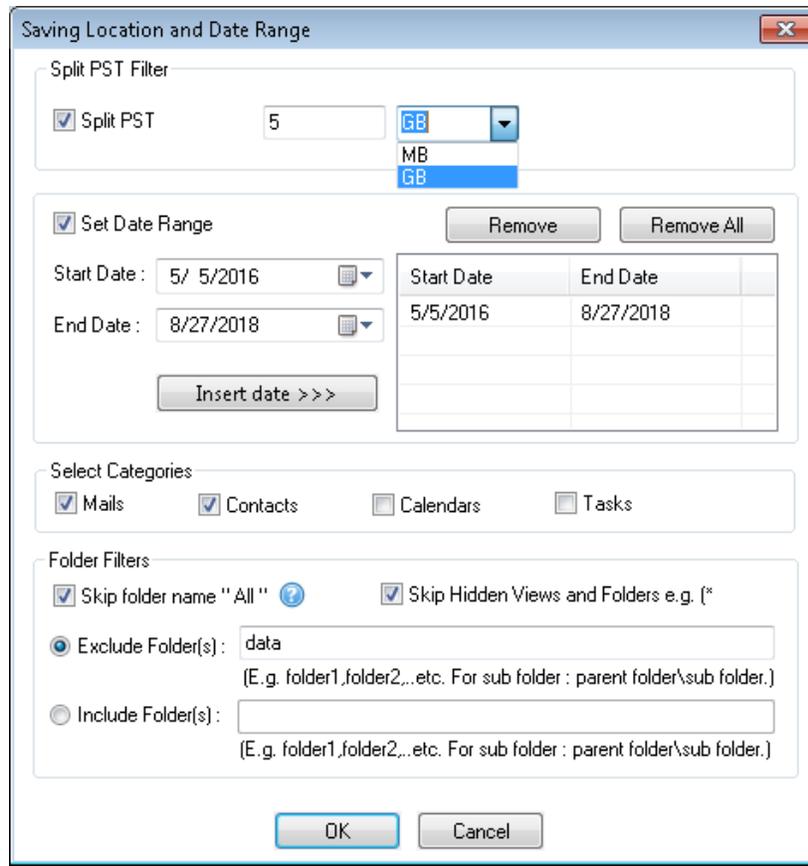


Figure 4.8 PST Options

Step 7: Kernel for Lotus Notes to Outlook software will display the following message. Click OK.

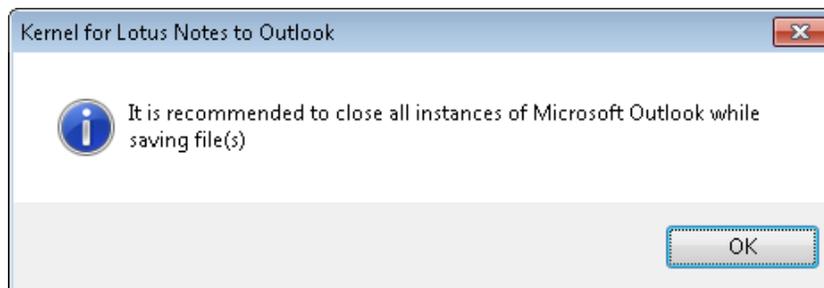


Figure 4.9 Warning Pop-up Screen

Step 8: Kernel for Lotus Notes to Outlook software displays the **Saving Mode Selection** window. You can choose the required option and continue with the saving procedure.

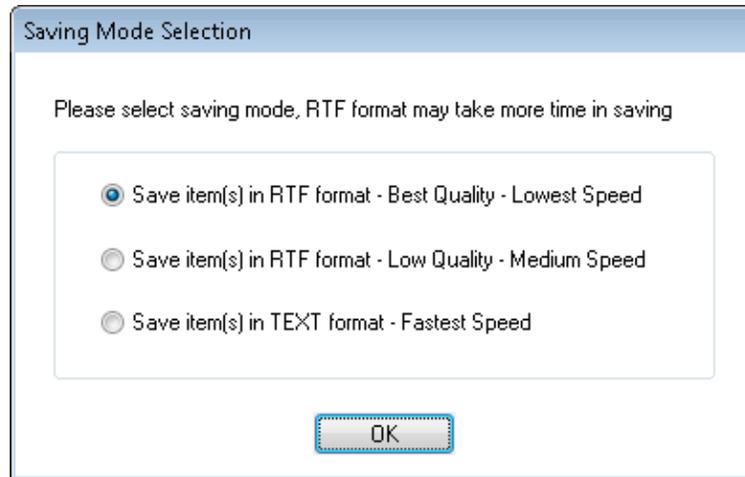


Figure 4.10 Saving Formats

Step 9: The conversion process starts. On successful saving of the files, **Kernel for Lotus Notes to Outlook** software will display the following message:

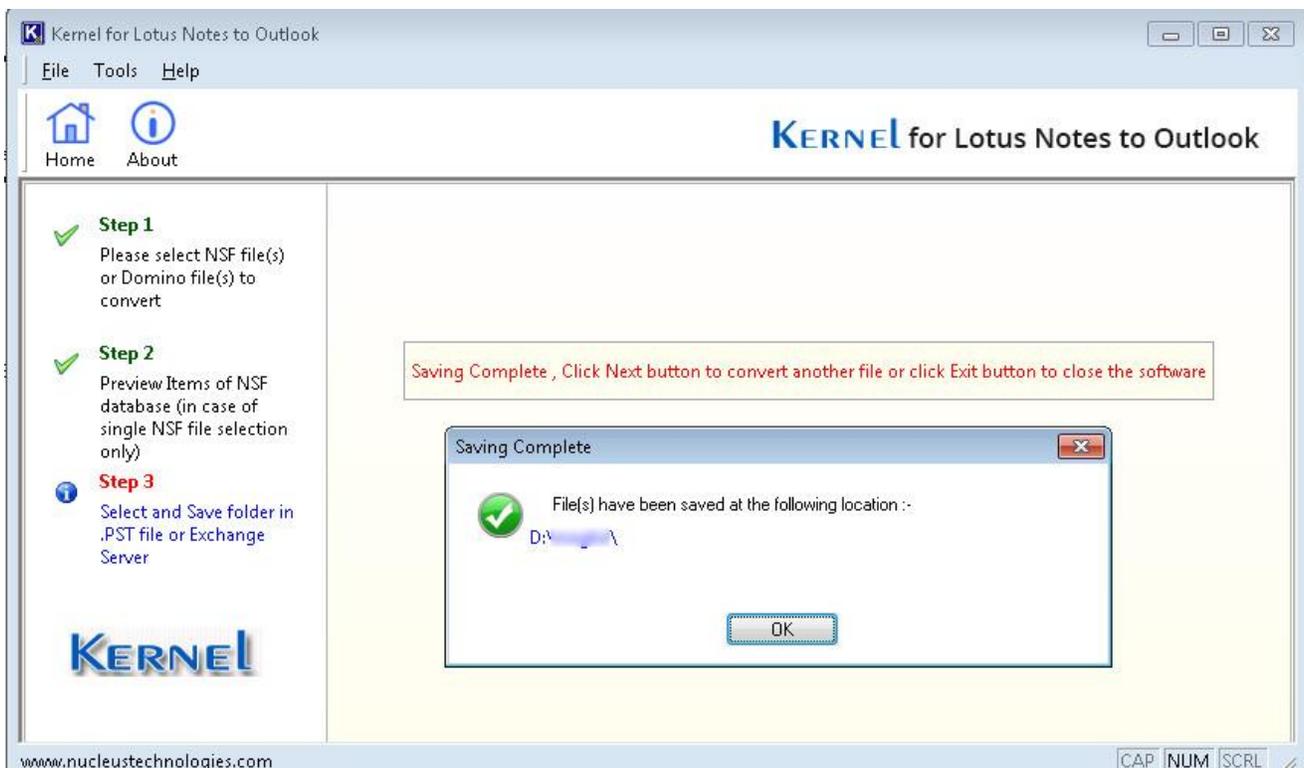


Figure 4.11 Saving Complete Message

Hence, emails of NSF files are successfully saved into PST files, which now can be viewed with MS Outlook email client.

4.2 Convert NSF files to Exchange Server

The **Exchange** option lets you access the MS Exchange Server and directly save emails of NSF file in user profiles created on MS Exchange Server, which are then easily accessed by the user from his/her MS Outlook email account.

Step 1: Select the **Exchange** option. Click **OK**.

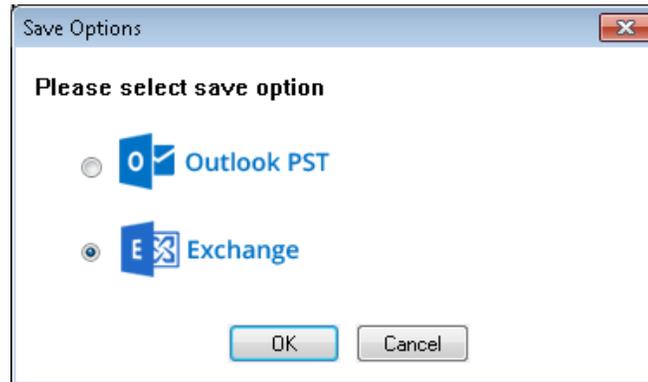


Figure 4.12 Saving Options

Step 2: Kernel for Lotus Notes to Outlook software will now ask for the Exchange Server details to get connected to the server. Provide the **Domain Controller Name** or **IP Address**, **User Name with Domain**, **Exchange Server username** and **password** as login credentials. If you are using Exchange 2016/2019 as a destination, click **Use existing profile**; your Exchange Server available will automatically get added. Select the option "**Saving in Exchange Server 2013/2016/2019**" if you are establishing a connection to an Exchange Server 2013/2016/2019.

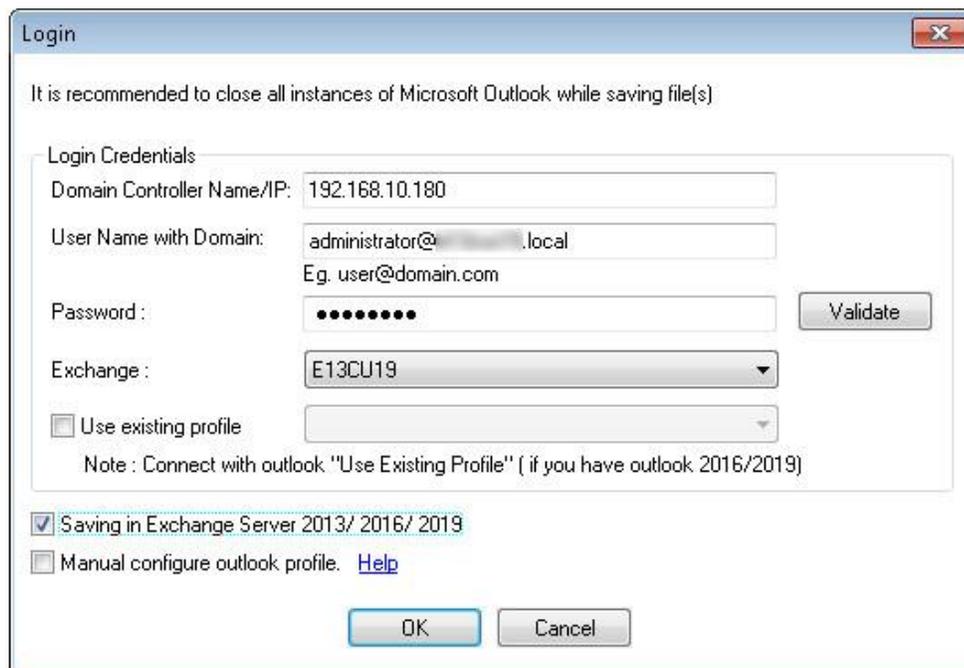


Figure 4.13 Exchange Credentials

Step 3: After selecting the checkbox, the user can export all NSF files into the Exchange mailbox entered. If you do not select the checkbox, the software will prompt you to enter new Exchange Mailbox every time. It is recommended to close all Microsoft Outlook instances (if running).

Use the first option to map using CSV. Click **Import from CSV** and choose the CSV file with mapping information.

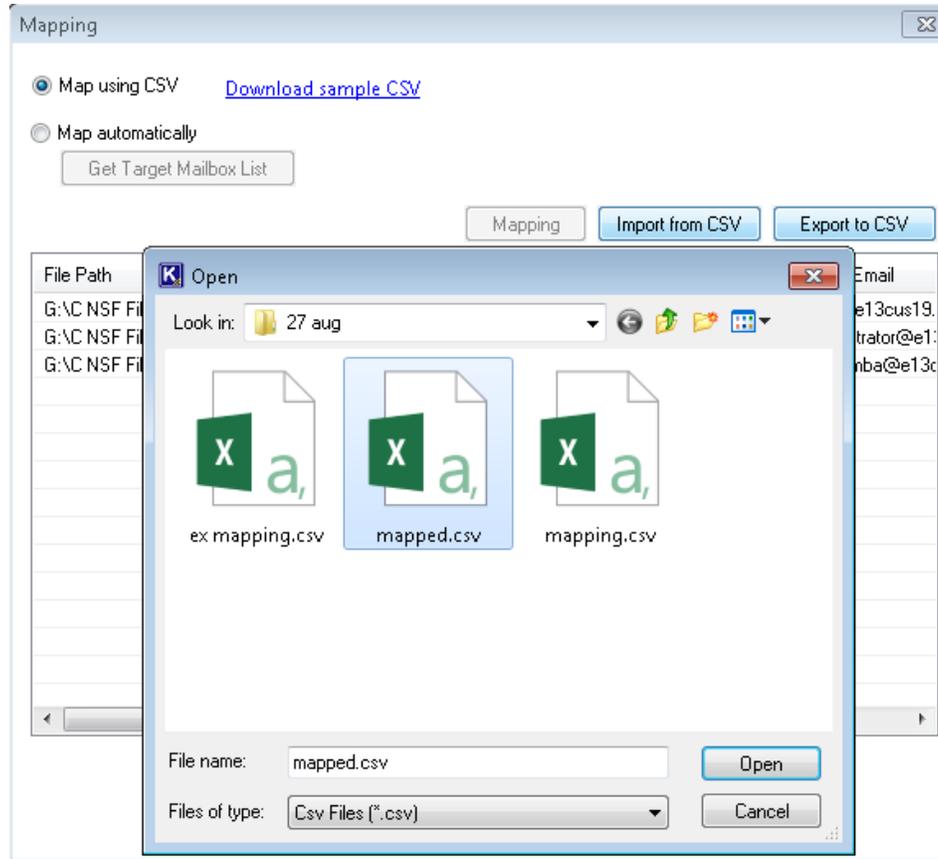


Figure 4.14 Adding mapped CSV file

A mapped CSV file is shown like this. You can Download sample CSV file and export mapping details to CSV using **Export to CSV** option.

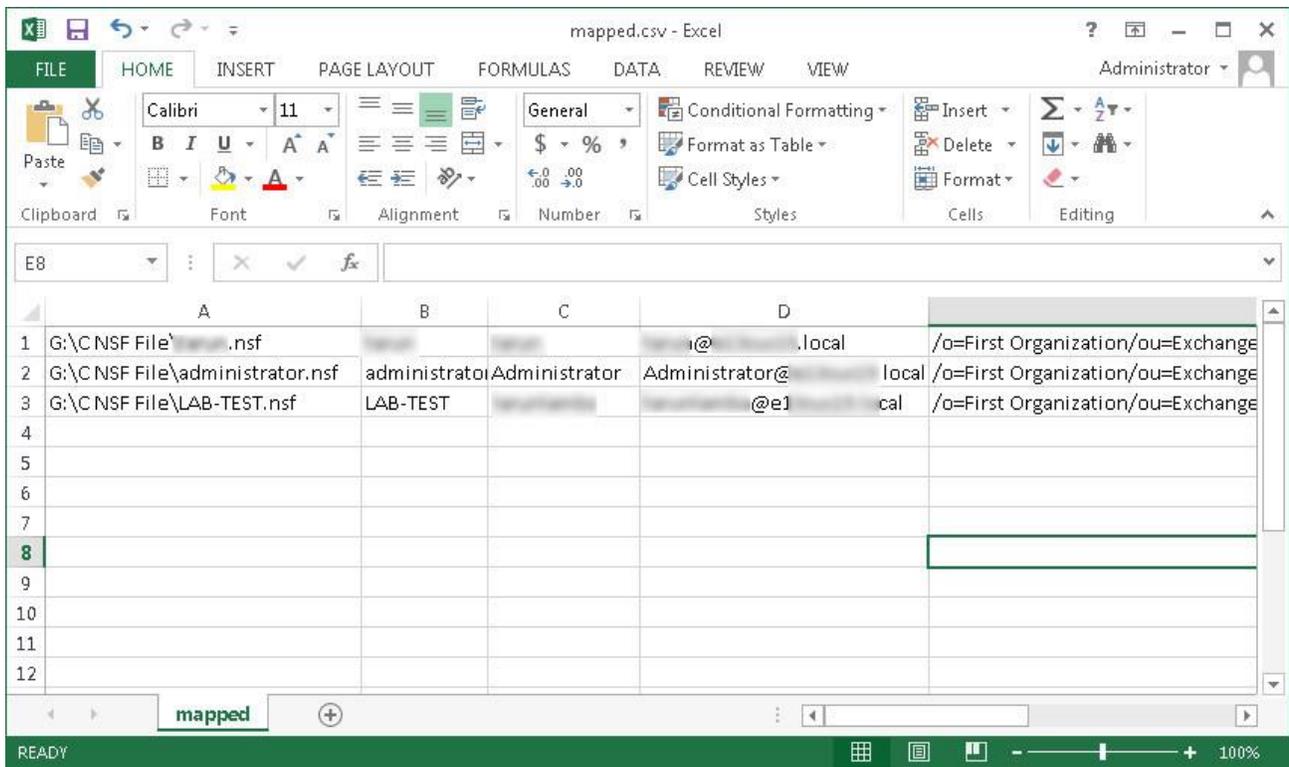


Figure 4.15 Example - mapped CSV file

Step 4: Alternately, choose the **Map automatically** option. It will map your source and destination mailboxes automatically. Click **Get Target Mailbox List** to fetch target mailboxes.

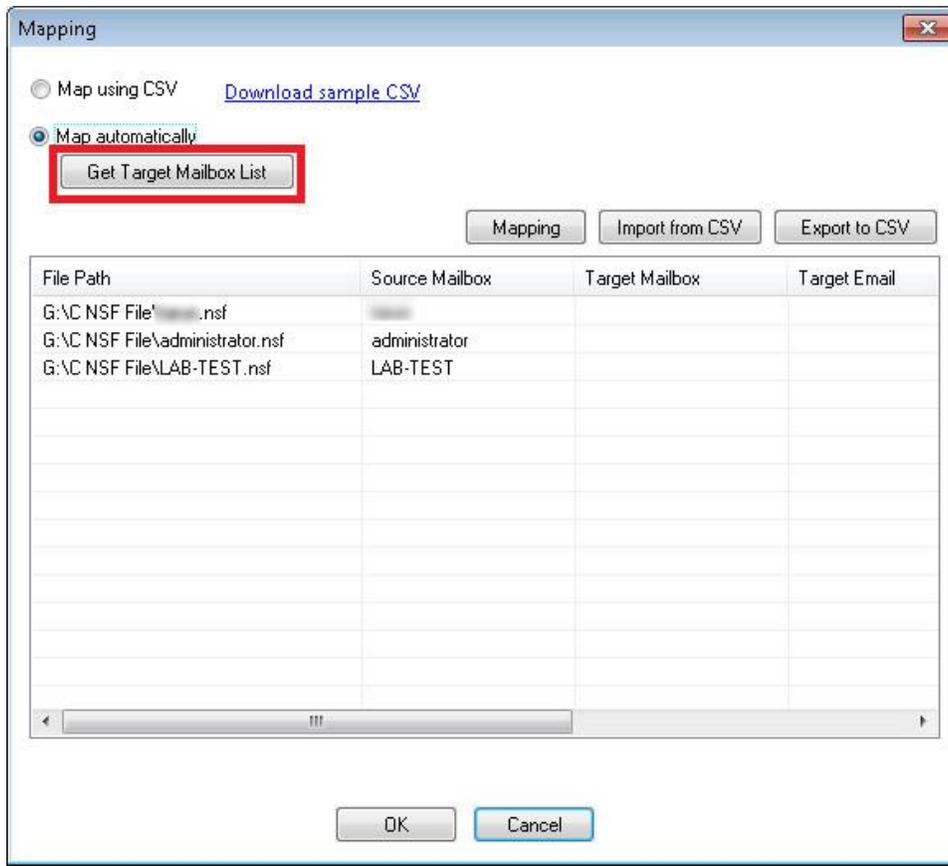


Figure 4.16 Map Automatically option

Step 5: Select the unmapped source mailbox and click **Mapping**. Select the target mailbox from the list and then click **OK**. Similarly, add all target mailboxes against each source mailbox and then click **OK**.

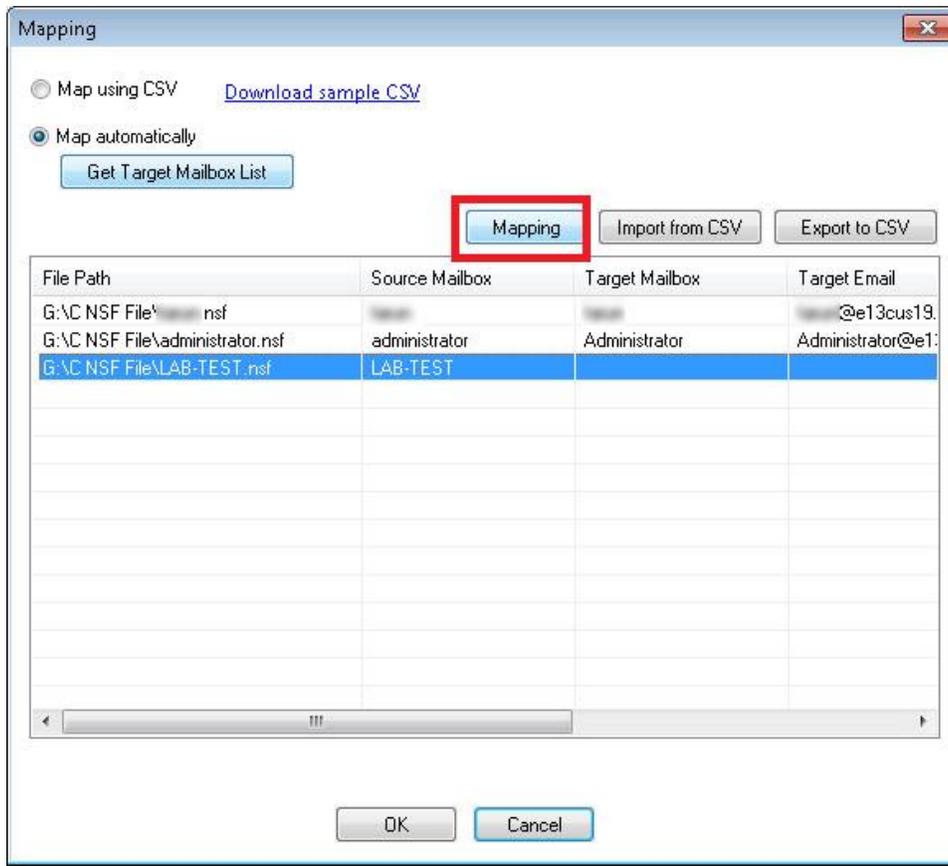


Figure 4.17 Mapping option

Step 6: The Software then asks the users to enter the **Date Range**. Enter the **Start Date** and **End Date** for the conversion. Then insert that **Date Range**. You can enter more than one Date Range as a filter. Use **Select Categories** option to select the categories for conversion. Apply Folder filters by checking "**Exclude All Folder**" and "**Skip Hidden Views and Folders**". Provide the name of folders present in Lotus Notes that you want to exclude or include within **Exclude Folder(s)** / **Include Folder(s)** options. Provide the name of folders that you want to exclude and click **OK**.

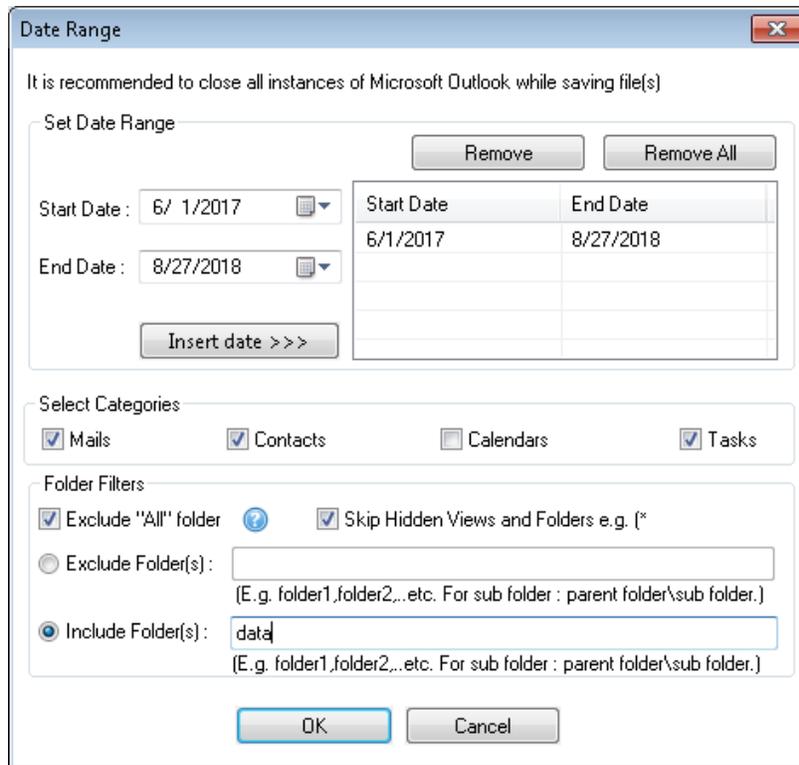


Figure 4.18 Filter options

Step 7: The software displays **Saving Mode Selection** window. Select the desired option and Click **OK**.

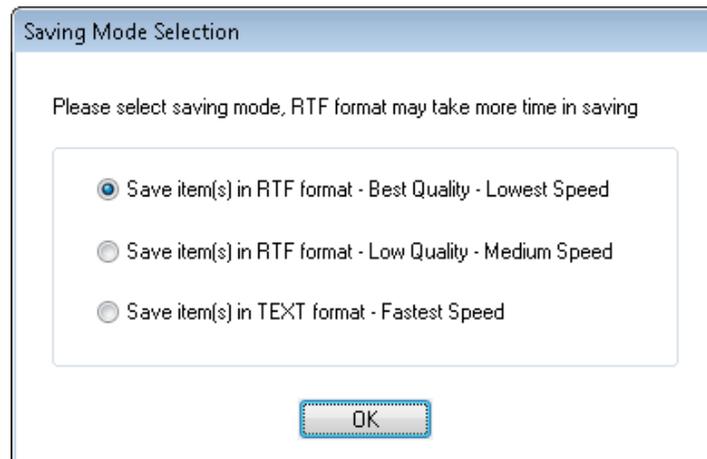


Figure 4.19 Saving Formats

Step 8: Kernel for Lotus Notes to Outlook software will start the saving process:

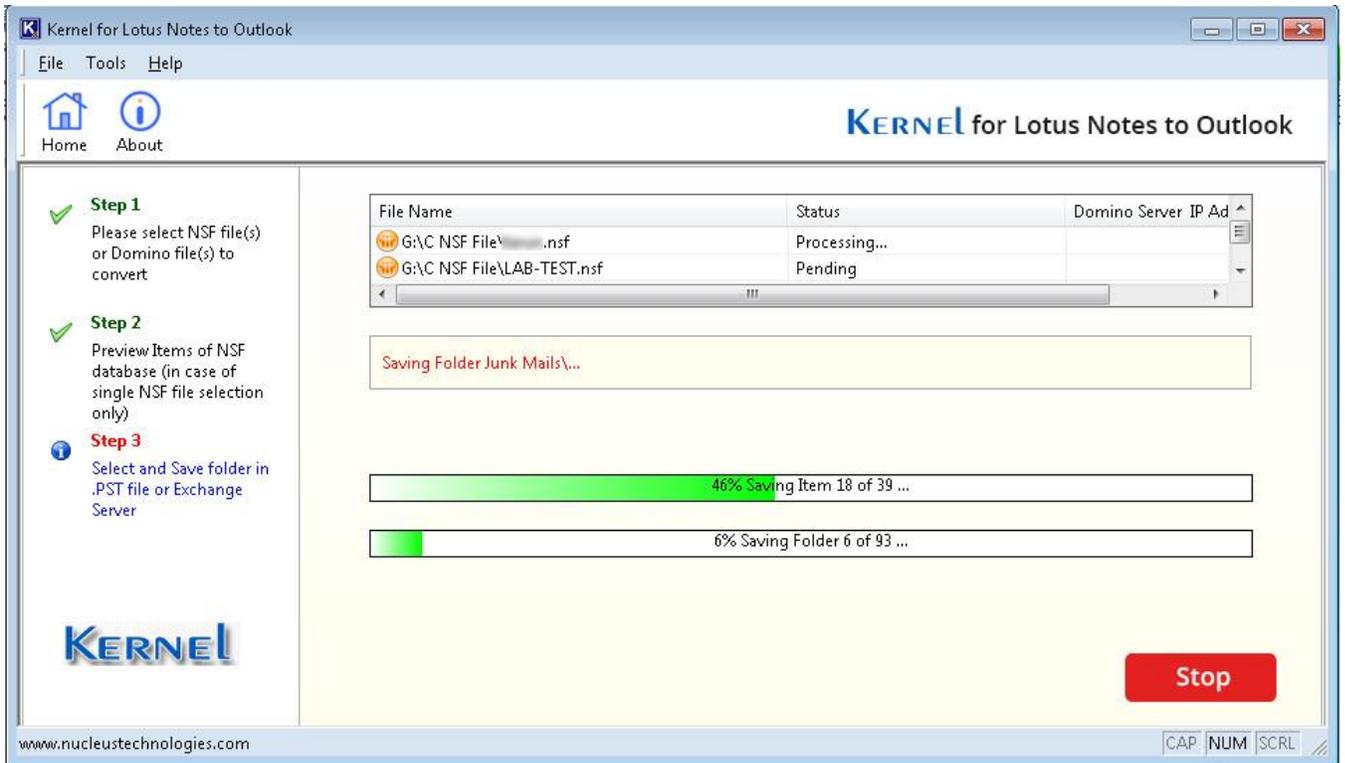


Figure 4.20 Saving in Progress

Step 9: After successful saving, the following message is displayed:

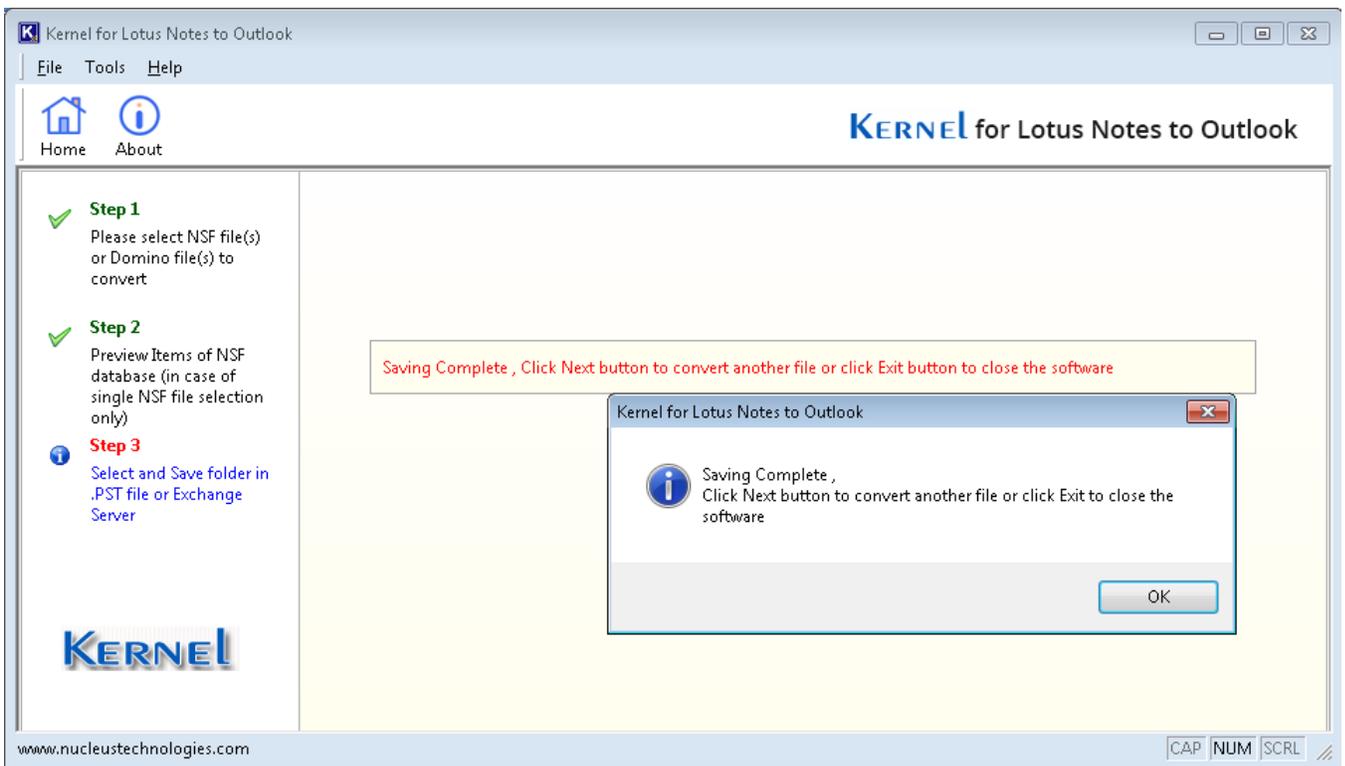


Figure 4.21 Migration successful message

Hence, **Kernel for Lotus Notes to Outlook** has successfully converted NSF files to Exchange Server.

4.3 Convert Domino Server files to Exchange Server

To export Domino Server NSF files to Exchange Server, perform following steps:

Step 1: Launch **Kernel for Lotus Notes to Outlook**.

Step 2: Click the **Add Domino File(s)** button. **Kernel for Lotus Notes to Outlook** software will display the "Domino Server File Selection" window where it will ask you to add the Domino Server Name or IP Address.

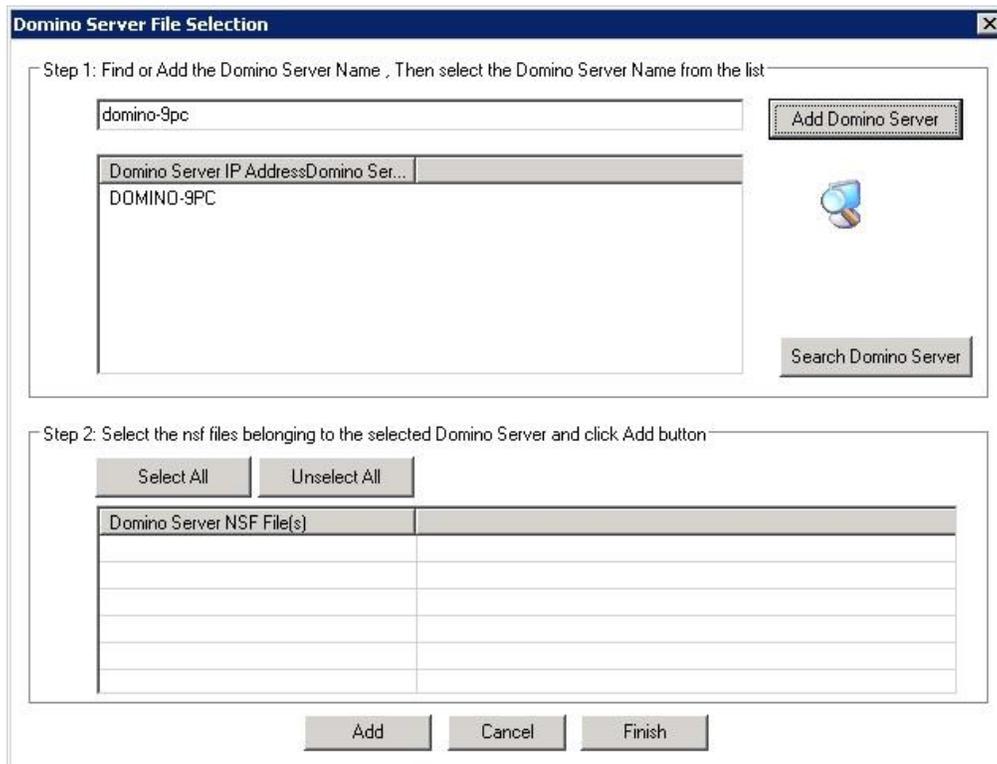


Figure 4.22 Domino Server File Selection

Step 3: Define the Domino Server Name or IP Address in the field or search for the Domino Server in a network with the help of **Search Domino Server** button. **Kernel for Lotus Notes to Outlook** software will search for the servers if you click the **Search Domino Server** button.

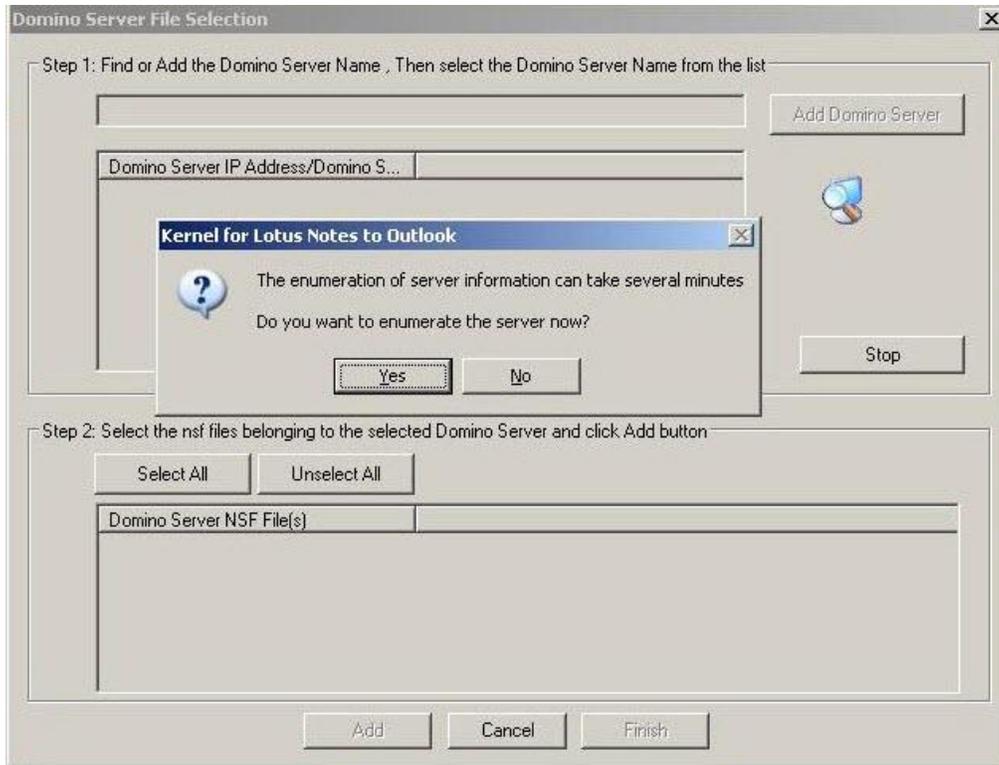


Figure 4.23 Domino Server File Selection

Step 4: As the **Kernel for Lotus Notes to Outlook** software gets connected to the Domino Server, it will ask for the password to obtain access to the server. The screen to enter password would appear irrespective of the mode of Domino server selection.

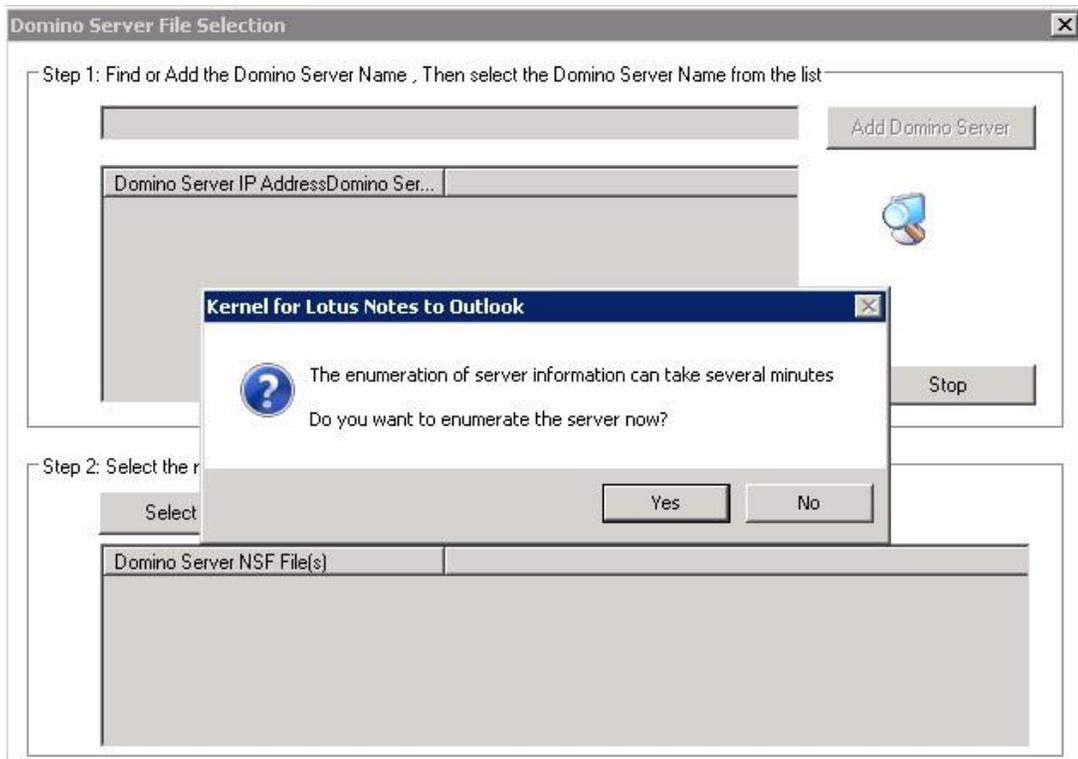


Figure 4.24 Domino Server Credentials

Step 5: Type the password and click the **OK** button.

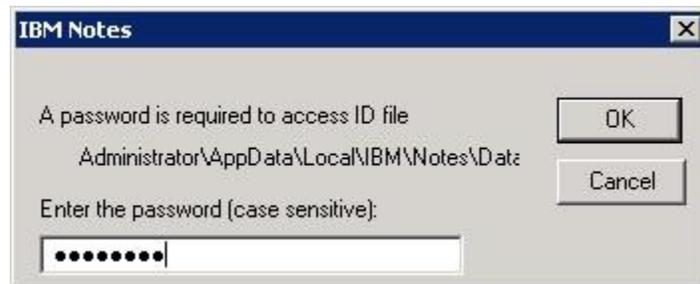


Figure 4.25 Domino Server password

Step 6: Kernel for Lotus Notes to Outlook software will list the Domino Server name and its respective NSF files:

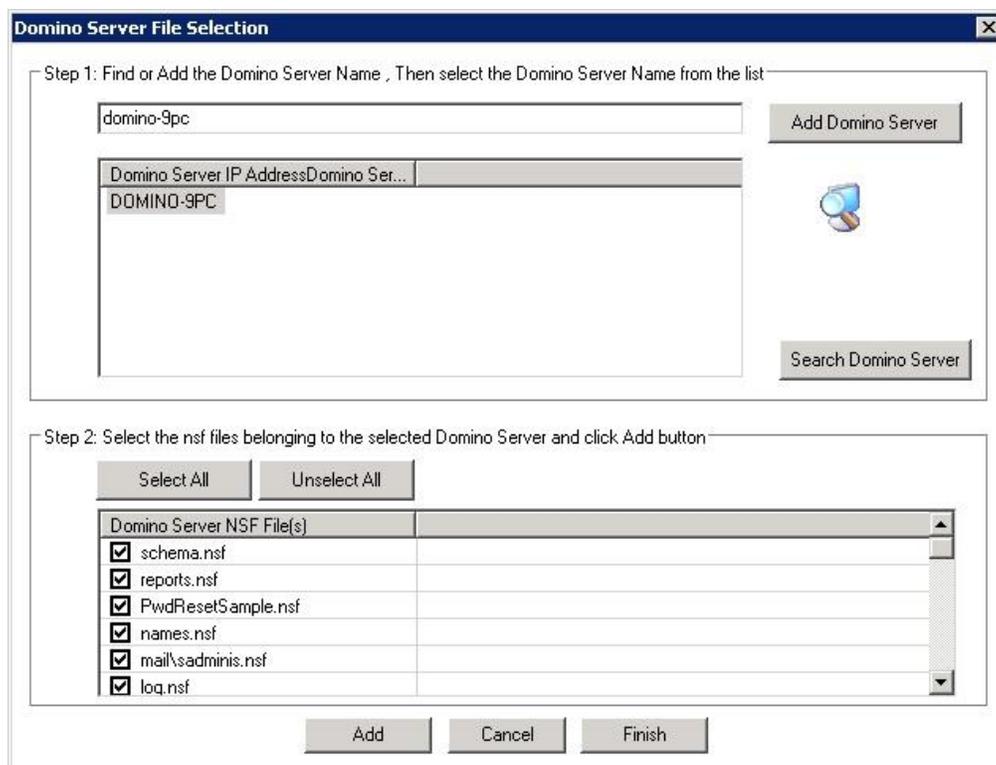


Figure 4.26 Added Domino Server files

Step 7: Select NSF files and click **Add** button to add these NSF files in **Kernel for Lotus Notes to Outlook** software for conversion. The following message appears:

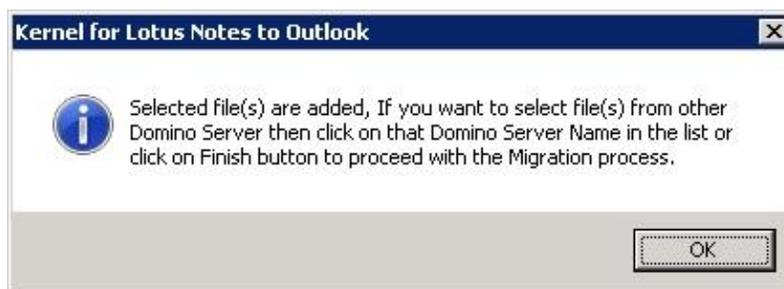


Figure 4.27 Warning pop-up message

Step 8: You can choose to add more or proceed. Click **OK** and continue with the conversion process. Here, you cannot preview the files by clicking the **Preview** button. Click the **Migrate** button to convert the files.

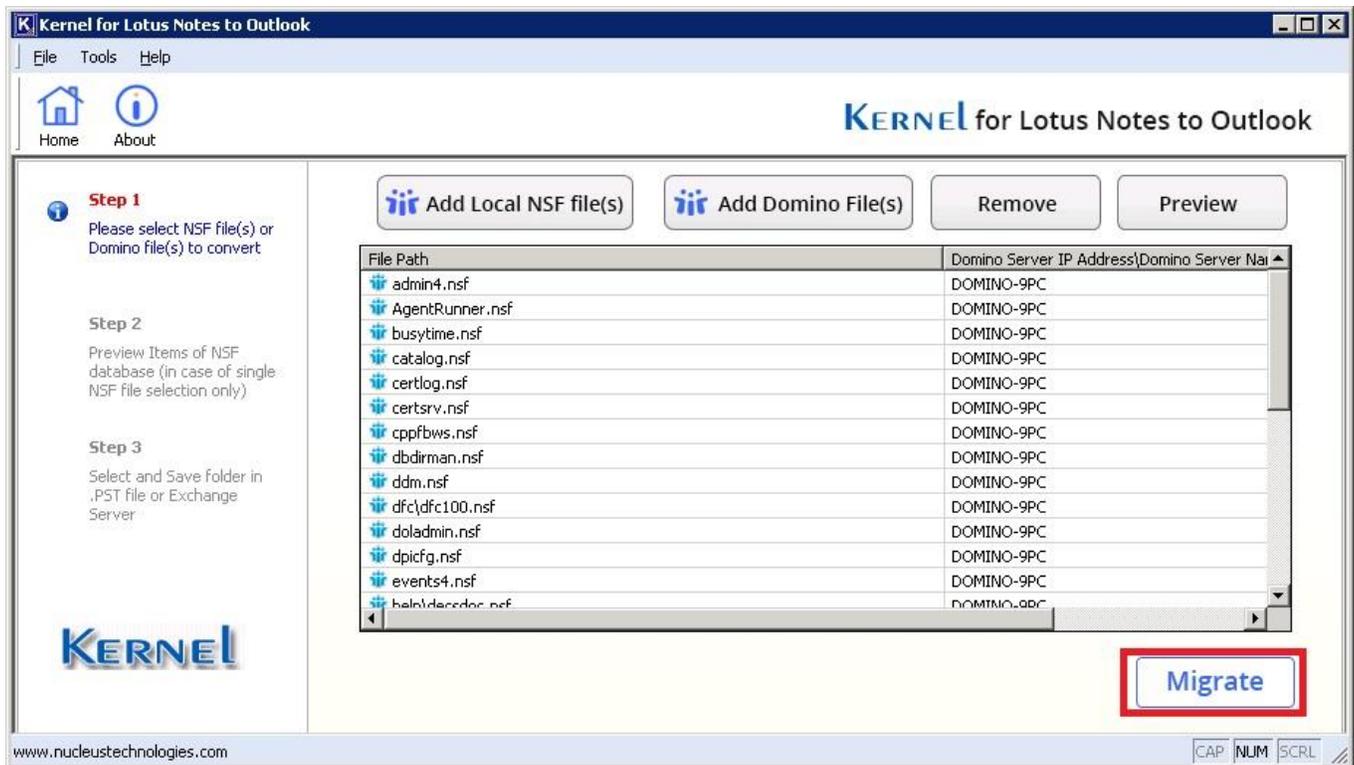


Figure 4.28 List of Domino files

Step 9: Kernel software will display the saving options. Select the **Exchange** option and click the **OK** button. The software asks for the storage location.

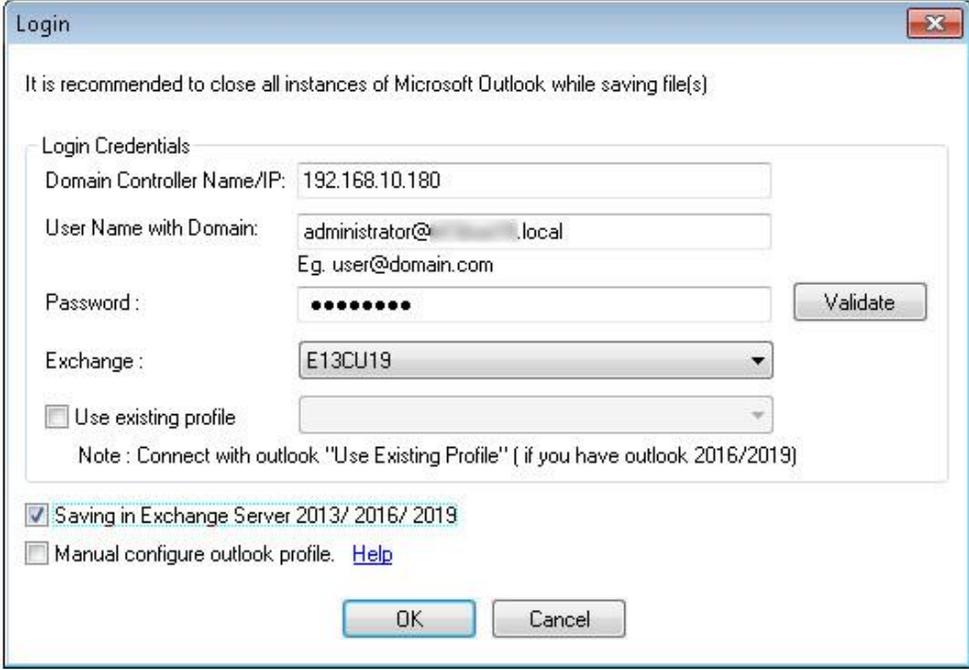


Figure 4.29 Saving Options

Step 10: Provide the **Domain Controller Name or IP Address**, **User Name with Domain**, **Exchange Server username** and **password** as login credentials. If you are using Exchange 2016/2019 as a destination, click **Use existing profile**, your available Exchange Server will automatically get added.

Select the option "Saving in Exchange Server 2013/2016/2019" if you are establishing connection to an Exchange Server 2013/2016/2019. On selecting the checkbox, the user can export all NSF files into the Exchange mailbox entered. If you do not select the checkbox, the software will prompt you to enter new Exchange Mailbox every time.

It is recommended to close every instance of MS Outlook (if running).



The screenshot shows a 'Login' dialog box with the following fields and options:

- Message: "It is recommended to close all instances of Microsoft Outlook while saving file(s)"
- Section: "Login Credentials"
- Field: "Domain Controller Name/IP:" with value "192.168.10.180"
- Field: "User Name with Domain:" with value "administrator@...local" and example "Eg. user@domain.com"
- Field: "Password:" with masked characters "....." and a "Validate" button
- Field: "Exchange:" with a dropdown menu showing "E13CU19"
- Field: "Use existing profile" with a dropdown menu
- Note: "Note : Connect with outlook "Use Existing Profile" (if you have outlook 2016/2019)"
- Option: "Saving in Exchange Server 2013/ 2016/ 2019"
- Option: "Manual configure outlook profile. [Help](#)"
- Buttons: "OK" and "Cancel"

Figure 4.30 Exchange Server Credentials

Step 11: In the Mapping dialogue box, users are allowed to add mapped Source and Destination mailboxes using CSV file with **Import from CSV** option (as done in earlier conversions).

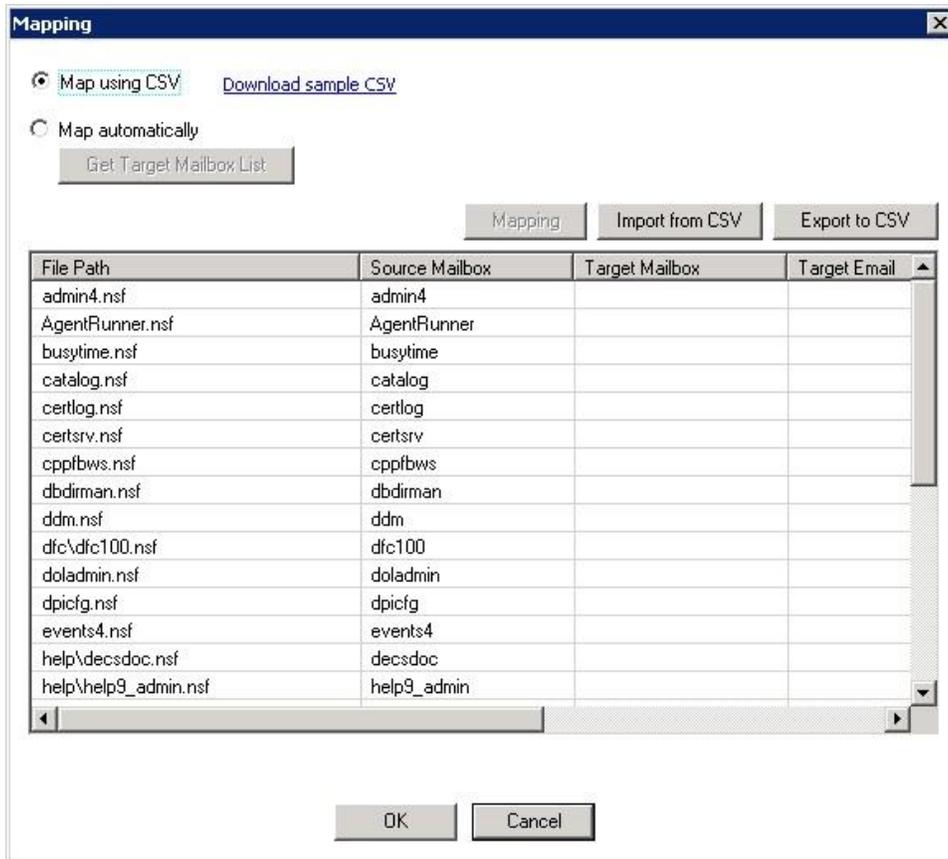


Figure 4.31 Mapping selection

Step 12: Use **Map automatically** option, to map source with destination mailboxes. Click **Get Target Mailbox List** to fetch all target mailboxes.

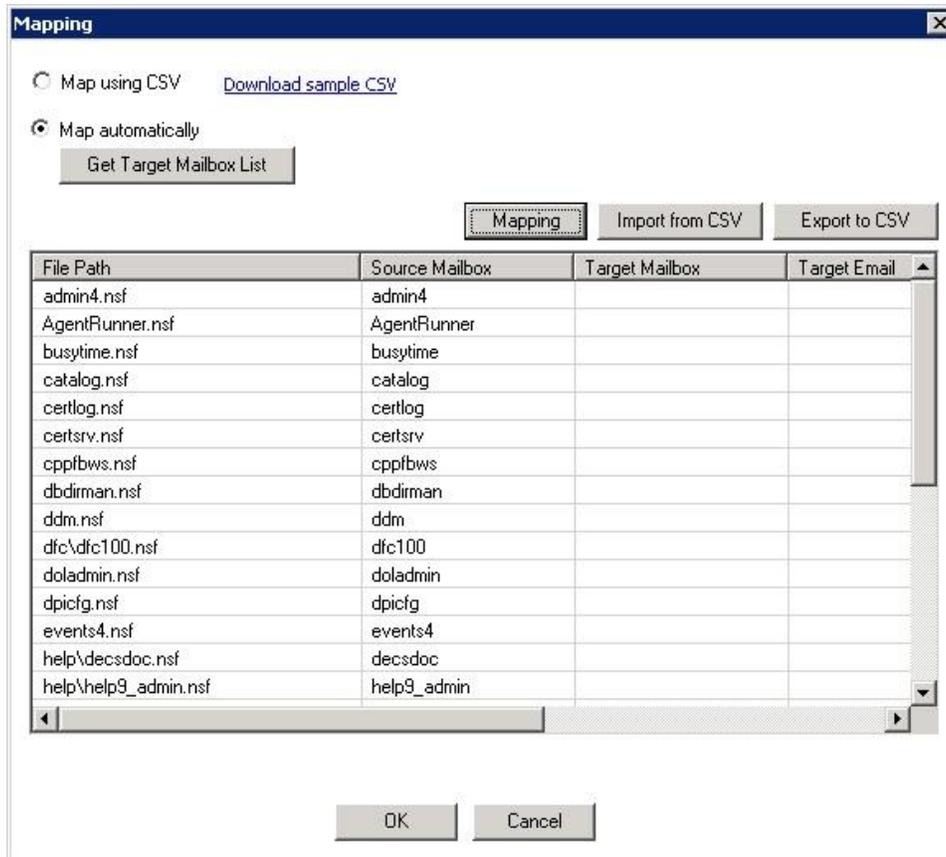


Figure 4.32 Mapping selection

Step 13: Select the source mailbox and click mapping button to add target mailbox against it from the full list. Similarly, do it with all source mailboxes to add desired target mailbox against it. Once done, click **OK**.

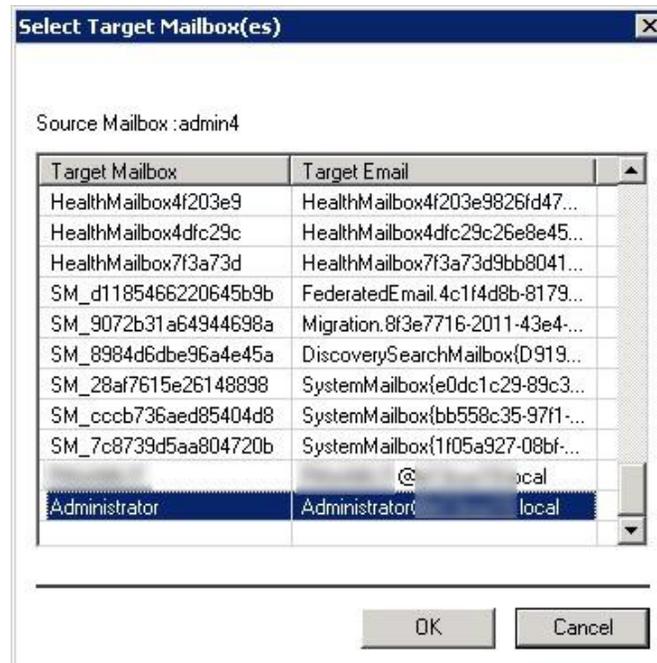


Figure 4.33 Add target mailbox

All the source and target mailboxes get mapped now. Click **OK**.

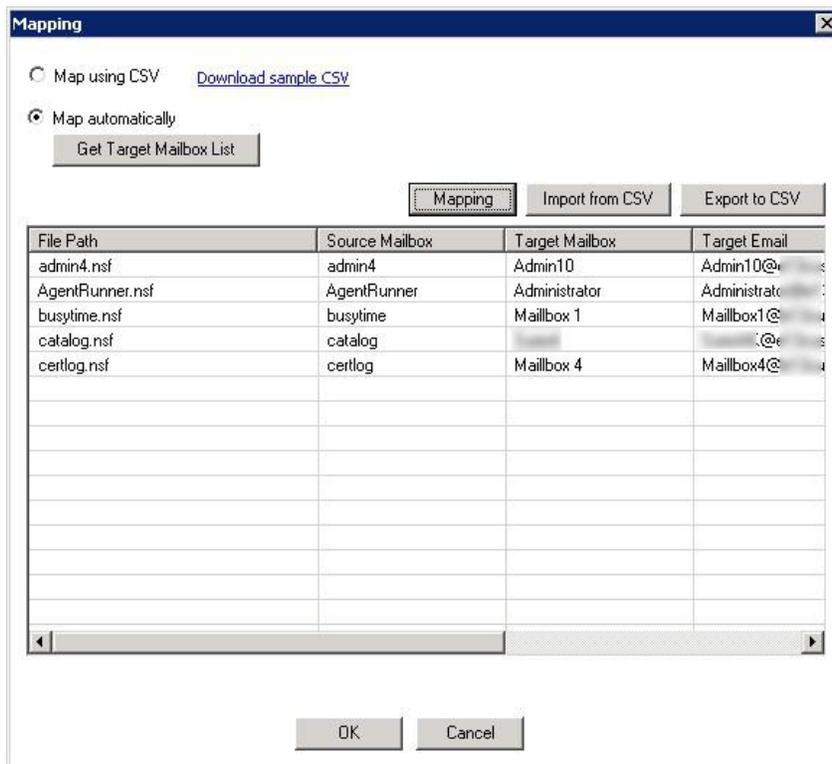


Figure 4.34 Mapped mailboxes

Step 14: The following screen is displayed that allows the user to enter a Date range. Enter the date range for converting emails between the given date range and click **OK**.

Select Categories option to select the categories for conversion. Apply Folder filters by checking "**Exclude All Folder**" and "**Skip Hidden Views and Folders.**" Provide the name of folders present in Lotus Notes that you want to exclude or include within **Exclude Folder(s)** and **Include Folder(s)** options.

It is recommended to check that Exchange Server is properly working when working with this option.

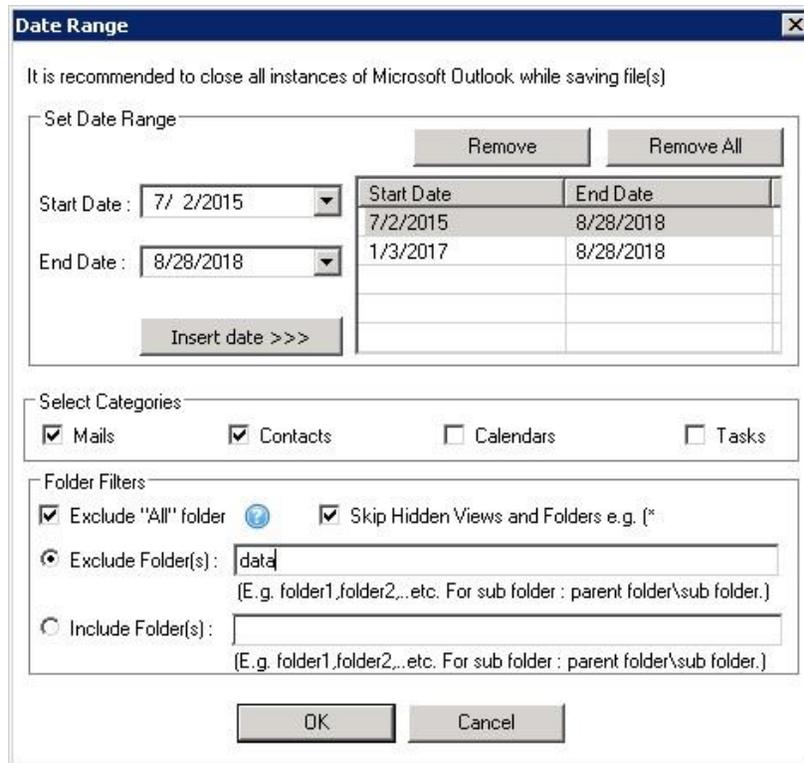


Figure 4.35 Filters options

Step 15: Kernel for Lotus Notes to Outlook software then displays the **Saving Mode Selection** window. Select the desired option and click **OK** to continue.

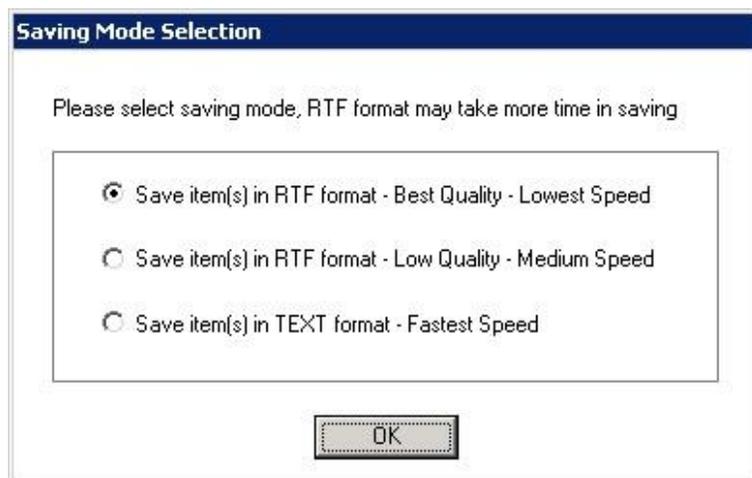


Figure 4.36 Saving modes

Step 16: Kernel for Lotus Notes to Outlook software will start the Domino Server files to Exchange Server migration process. After successful conversion, Kernel for Lotus Notes to Outlook software displays the successful conversion message.

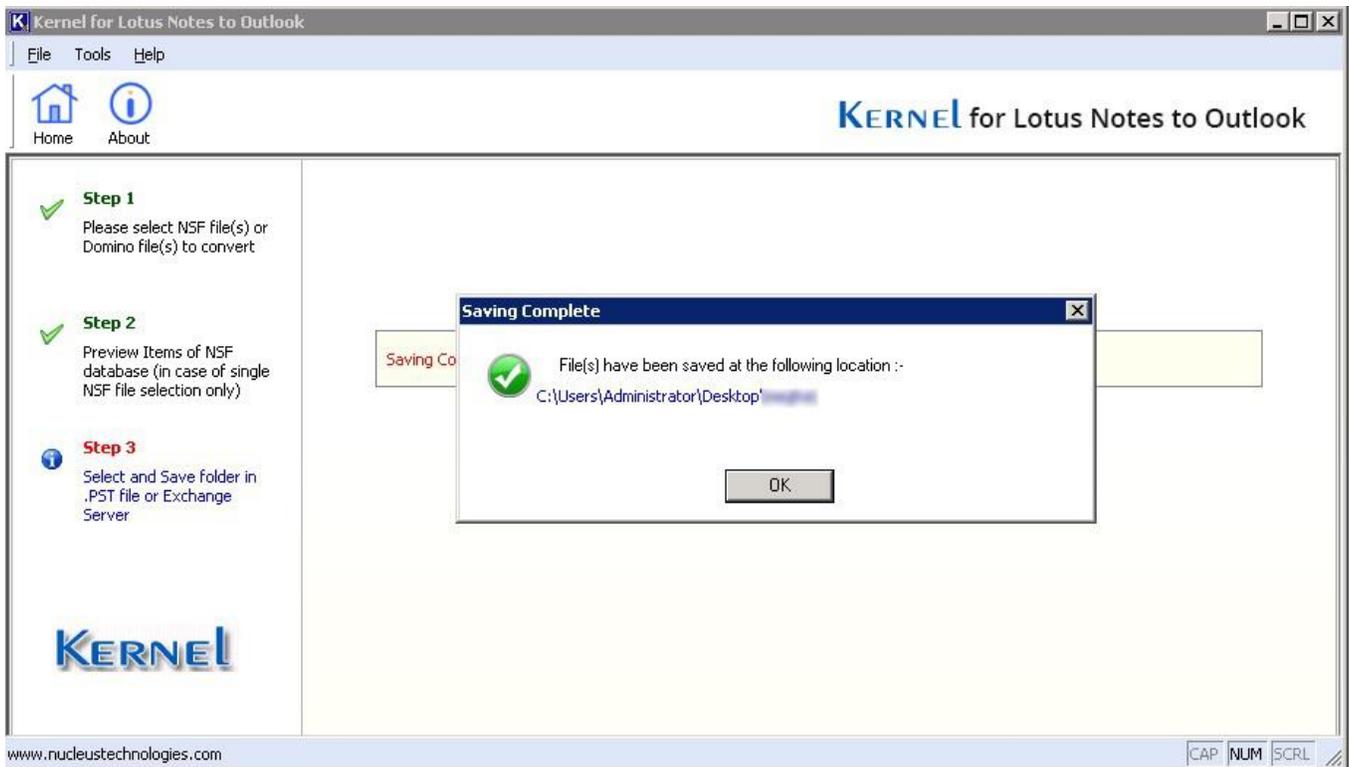


Figure 4.37 Migration process completed

Hence, the software converts desired Lotus Notes Domino Server files into Exchange Server and saves at the given location.

4.4 Convert Domino Server files to PST files

The process of saving Domino Server files to PST files by selecting the **Outlook PST** option is similar to the **Exchange** option. The only difference between these two is their saving location. In the **Outlook PST** option you need to provide the saving location for the PST file.

Step 1: Select the **Outlook PST** option. Click OK.



Figure 4.38 Saving options

Step 2: Choose **Map using CSV** to add the mapped source and target PST files using **Import from CSV** option. You can export the mapping details to CSV file with **Export to CSV** option.

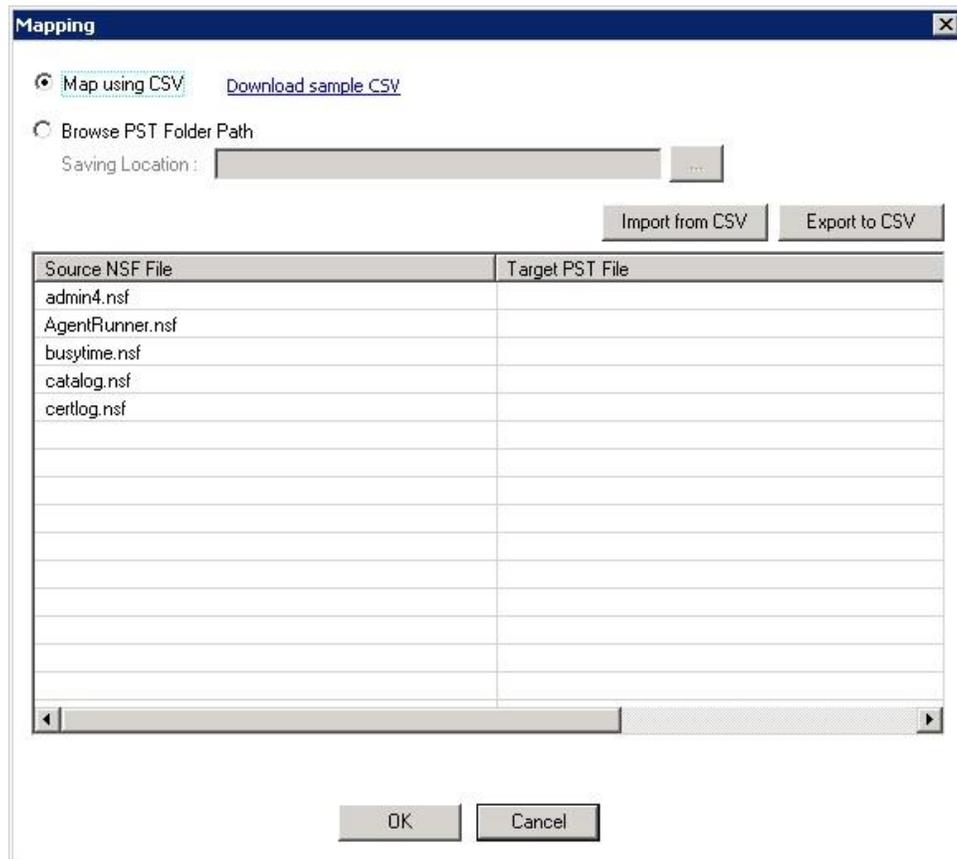


Figure 4.39 Added Domino files

Step 3: Kernel for Lotus Notes to Outlook software will ask you to define the file location (can be different for different source NSF files).

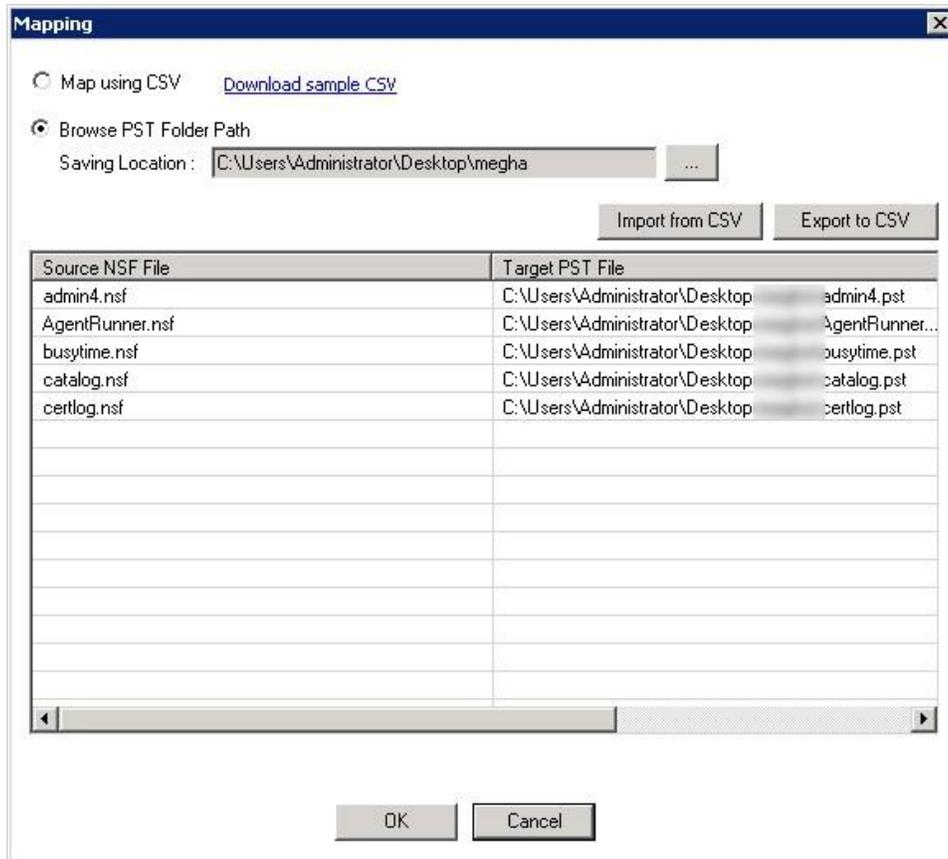


Figure 4.40 Browsing PST path

Step 4: You can use **Split PST** filter to save into multiple small PST files of defined size (in MB or GB). Define the **Date Range** and insert that date range to convert NSF files from start date to end date into PST File.

You can select the categories under the **Select Categories** option. Provide Folder filters by checking/un-checking **Skip folder name "All"** and **Skip Hidden Views and Folders** options.

Check, different fields like **Exclude Folder(s)** and **Include Folder(s)** if you want to exclude or include any folder(s) and click **OK**.

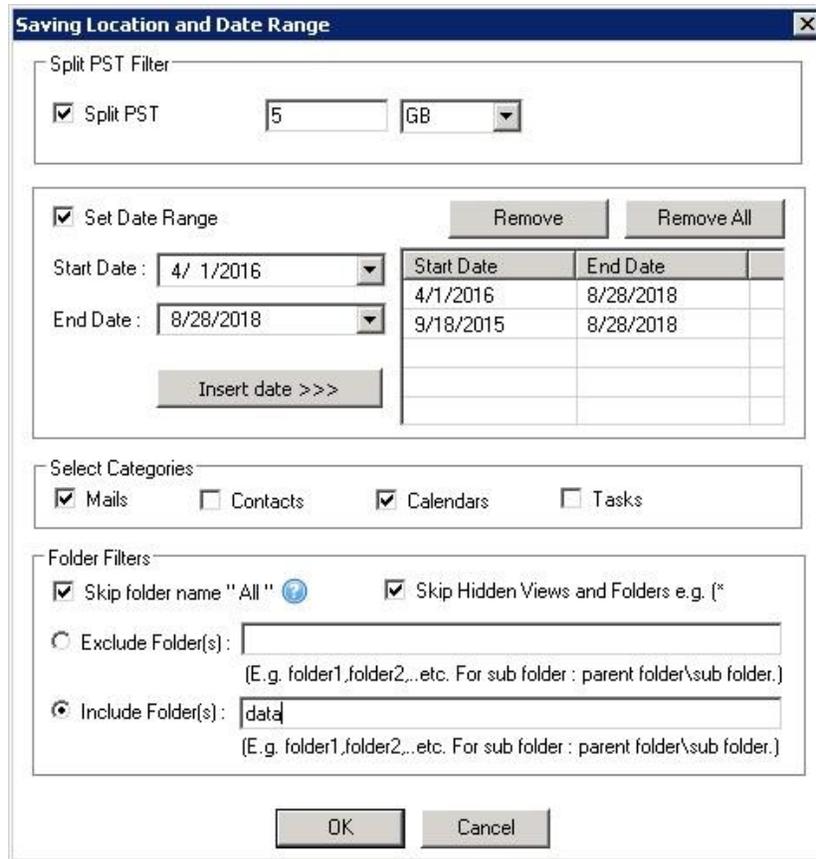


Figure 4.41 Filters Application

Step 5: The following window appears that asks the user to close all instances of MS Outlook (if running). Click **OK**.

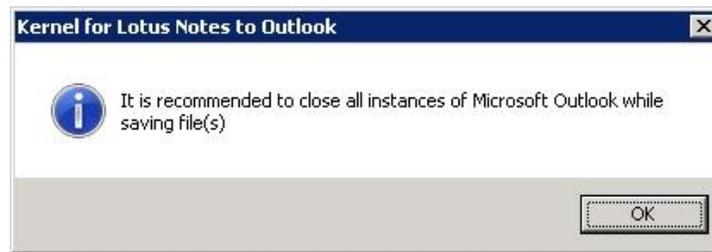


Figure 4.42 Warning pop-up message

Step 6: The software displays **Saving Mode Selection** window. Select the desired option and click **OK**.

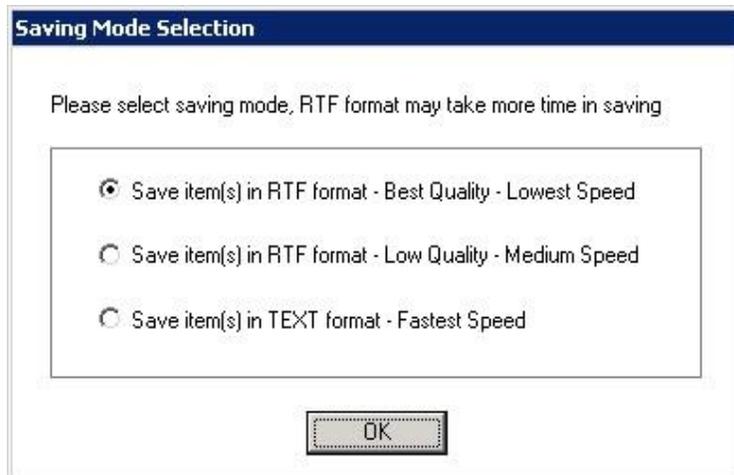


Figure 4.43 Saving modes

Step 7: Kernel for Lotus Notes to Outlook software will now start the saving process and will display a successful message on the completion of saving of the files. When the conversion process completes, the software displays the location in which PST file has been saved.

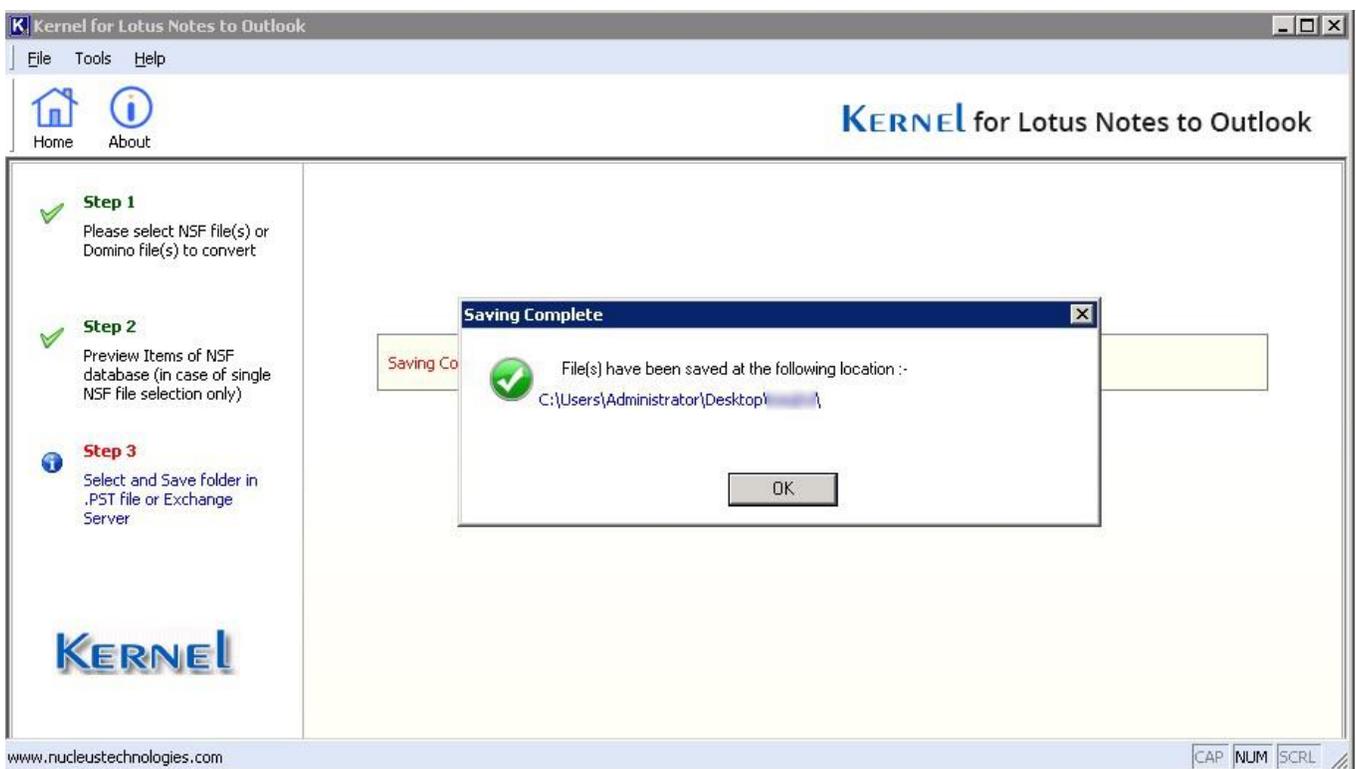


Figure 4.44 Migration Completed

Hence, **Kernel for Lotus Notes to Outlook** software has completed the Domino files to PST files conversion.

5. Conclusion

The User Guide is easy to understand and helps to migrate Lotus Notes to Outlook and Exchange. Learn more about the product and its benefits here: <https://www.nucleustechnologies.com/lotus-notes-to-outlook.html>.

6. Support

Connect to our experts immediately while facing any issues during installation, configuration, or associated matters:

- 1-866-348-7872
- 0-808-189-1438

Additionally, you can connect with us at <https://www.nucleustechnologies.com/Contact.html> to submit your query, or chat with one of our support team.

Moreover, you can write to us at the following email addresses:

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

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