How to use guide - Kernel OST Converter

Step 1: Launch the OST Converter and click **Select File** to add OST files for conversion.



Step 2: Click **Browse** to manually add OST file(s) or provide the directory or drive path using **Search** button.

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OST file to convert, load snapshot or t	find OST file(s).	OST
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File Name		•
		8
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	File Name	Snapshot OST file to convert, load snapshot or find OST file(s). File Name K

Step 3: Once files are added, expand and click on the mailbox folders from left to preview mailbox items.

Note: The tool provides two modes to preview the mailbox data: Simple View and Advanced Properties View.



Note: Use the **Find** feature to look for specific messages from the mailbox based on parameters, such as From, To, Subject, and Date.

ok in			
Quix A	From :		Find Now
Cia Scho	To :		Stop
Journal	Subject :		New Search
Norton /	Received before : 6/ 4/2025	Message has attachments	
	□ Received after: 6/ 4/2025 -		
	1 D 8 Emm	Subject	Receiver
	+ D 0 11011	Juliou	THECEIVEL
Sent Iten			
Sent Iten			
Sent Iten Sync Issu Conf Local Serve			
Sent Iten			
Sent Iten Sync Issu Conf Local Serve Tasks Shortcuts			
Sent Iten Sync Issu Conf Local Local Serve Tasks Views Root - Public Root - Public			
Sent Iten Sync Issu Conf Conf Local Local Serve Tasks Shortcuts Views Public IPM_SUBTRE NON_IPM_SU			
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Step 4: Select the mailbox folder and click **Save** to export emails to a single file output format.



Note: In this process, we're proceeding with the **PST** file format. However, you can select any of the single file format, including DBX file or MBOX file.

	×
	-
< Back Next > C	ancel

Step 5: Choose the desired filters to convert specific mailbox data and click **Next**.

Select Filter(s)		×
Select the desired filters to save specific data (Optional).		
From To Subject Folder Name Item Type Date Range		Þ
Include : All		
		×
To know more about this step, please click here.	< <u>B</u> ack <u>N</u> ext >	Cancel

Step 6: To manage large mailboxes, use **Split option** to create multiple PST files of the mailboxes after 1GB, 1.5GB, 2GB, 2.5GB, etc. Click **Next**.

Manage Recovered PST	×
Manage recovered PST data using Split option and Attach prefix to store name.	
Split option : Do not split file Select "Do not split file" option if you want to create single PST file. Select other PST size split options, if you want to split the PST file after a particular size.	
Attach prefix to store name	
Store name prefix :	
Select "Attach prefix to store name" option to add prefix to store name that will be visible in Ms Outlook.	
To know more about this step, please click here. <a>K <a>Back <a>Next > Cance	4

Step 7: Use the **Browse** button to specify the location to save the PST File.

After that, apply your **Saving Preferences** from the options and click **Finish** to begin the file conversion. Use Exclude the IPM_SUBTREE from the folder hierarchy option, if required.

Select Destination Path	×
Select the desired location to save PST file.	
Saving Path C:\\ C:\\ Browse	
Exclude the following "IPM_SUBTREE" from the folder hierarchy (Not mandatory	0
Saving Preferences Save all emails (including deleted) Save all emails (excluding deleted) Save deleted emails only	
To know more about this step, please click here.	< <u>B</u> ack Finish Cancel

Step 8: After the process completion, the tool provides the link to saved output file.

Select File	Saved Files	for OST to PST
Folder List	New PST file (s) saved successfully at C: Desktop\pst To add PST file(s) in MS Outlook, follow these steps: Open MS Outlook >> Go to File Menu >> Click Open >> Select Open Data File >> Browse and select PST file from drive.	Saving Options (Single File) PST file (MS Outlook) DBX file (Outlook Express) MBOX file Saving Options (Multiple Files)
	File Name Outlook Store Name C:\USER: I	MSG file EML file TXT file RTF file HTML file MHTML file
	OK Client En Credit Ca Databası v	PDF file DOC file DOCX file Saving Options (Email Servers) Office 365 GroupWise
<		IBM Domino (Lotus Domino) Microsoft Exchange Server

Step 9: Click on the link to go to the saved destination and access the emails.