## SysTools OST Viewer Pro Tool

Open, Read & Save Inaccessible OST Files in PDF Document or Print Directly

**SysTools OST Viewer Pro Tool** is a versatile solution for viewing, analyzing, and managing OST files without needing Microsoft Outlook. This tool provides multiple preview modes to deeply analyze emails and attachments, such as **Normal View**, **Hex View**, **Properties View**, **Message Header View**, **MIME View**, **HTML View**, **RTF View**, **and Attachments View**. It also supports exporting OST file data to **PDF format** and includes an **Email Print** option, making it ideal for forensic investigations, legal documentation, and professional email management tasks.

Note: Visit Official Webpage of SysTools OST Viewer Pro Tool

## Steps to Explore OST File using SysTools Software

All the instructions are listed below, simply follow, and explore the content of OST files. Visit official webpage and download the utility and then install.

**Step-1:** Go to *Start* » *All Programs* » **SysTools OST Viewer Pro**. First window of the software appears. Click **Add File** to start the process of adding .ost file in application.

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**Step-2:** As soon as you click on the Add Files button, **"Add File"** Window pops up to let you select one of the given options like **Select / Search** OST files. The software provides two modes for scanning: **Quick and Advance.** At last hit **Add** button.

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**Step-3:** User can preview mail according to desired like, **Normal View, Hex View, Properties View, Message Header View, MIME View, HTML View, RTF View, Attachments** also.

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**Step-4:** Click the **Search button** to find the specific email within single OST or from multiple OST file. Tool also provided Support to **Search Calendars** using different criteria. The user can also search email attachments using add criteria options.

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Step-5: User can export OST email data in two ways:

- (a) **Export selected Emails:** To export selected email data, check-mark the box corresponding to required emails. Then, press right click and choose **Export** option.
- (b) Export All Folder: To export all the OST folders, directly click on Export button from the menu bar. Then fill required details to proceed further.

SysTools OST Viewer Pro v7.0 - Full Version		-					4		
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**Step-6:** This software provides two option to export options. Click on the "PDF" Radio button and click on the **"Advanced Settings"** button

- 1. Export as PDF file
- 2. Print Email-Items

Folder List	Select Export Type  PDF Export as .pdf file  PRINT Print Mail(s) file
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E. Via Root - Public	Destination *
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	Maintain Folder Hierarchy 121
	Don't Export Empty Folder (To use, Uncheck Maintain Folder Hierarchy option)
	✓ Ignore System Folders <u>What are system folders ?</u>
<	
	Export Cancel

**Step-7:** On the Advanced settings you can specify the settings for PDF file conversion, the software gives 3 different tabs for arranging your PDF file efficiently. Choose options from following: **General Settings, Page Layout, Attachment, Bates Number.** 

SysTools OST Viewer Pro				
PDF Settings				
- Naming Convention				
Naming Convention :	Subject		-	
Page Layout	AutoIncrement			
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To Date : Wee	From+To+CC			
✓ Include Internet Message Header				
		Save	Cancel	

**Step-8:** Now, click on the **"Browse"** to button to save the OST file data. Click on **"Export"** button to save the previewed items in PDF file format.

Export Option	
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Folder List	Select Export Type         PDF       Export as .pdf file         C PRINT       Print Mail(s) file         Adv. Settings         Destination *         C:\Users\       \Desktop\Result Files         Browse         Maintain Folder Hierarchy       [2]         Dap't Export Empty Folder. (To use Unchack Maintain Folder Hierarchy option)
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	<u>Export</u> Cancel

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**Step-9:** Now you can verify the items exported after using OST Viewer Pro software.

## **Final Points**

- **No Outlook Dependency**: View and analyze OST files without needing Microsoft Outlook.
- **Export to PDF**: Save emails as PDF files for secure documentation and sharing.
- **Email Print Option**: Print emails, either individually or in bulk, directly from the interface.
- Advanced Email Preview Modes: Analyze email content in multiple views like Hex, MIME, HTML, and more.
- Supports Corrupted Files: Access and analyze data from damaged or inaccessible OST files.
- Metadata Retention: Maintain all email properties during export to ensure data integrity.
- Advanced Search Filters: Quickly locate emails using keyword, date, and property filters.
- Attachment Support: Preview and extract associated attachments seamlessly.

The **SysTools OST Viewer Pro Tool** is a reliable, feature-rich application for accessing, exporting, and printing OST file data. It meets the demands of forensic investigations, legal requirements, and professional email management tasks with precision and ease.