



ExportPST User Guide

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Technical Support

With the purchase of Bynari products, one year of support and maintenance is included. Support and Maintenance includes product maintenance, upgrades, and unlimited email and telephone support.

To contact technical support:

U.S. Toll Free Telephone: 1-800-241-1086

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Overview

ExportPST exports Microsoft Personal Storage Table (PST) files to IMAP servers. This simplifies the process of migrating between PST files, and from one email server to another. Single or multiple PST files can be exported for a single or multiple users. Export tasks can be configured to run immediately, or scheduled to run at a later time.

Supported formats:

- Microsoft's native format
- iCalendar
- vCard
- Kolab

Download URLs:

- Standard version: <http://www.bynari.net/public/products/ExportPST/latest>
- iCal version: <http://www.bynari.net/public/products/ExportPST/latest/ical>
- Kolab version: <http://www.bynari.net/public/products/ExportPST/latest/kolab>

1. Installation

Once the installation file has been downloaded, extract the installer from within the .zip file. After the installer has been extracted from the .zip file, double-click on the Installer's icon to begin the installation process.

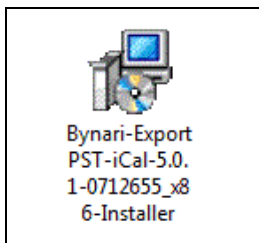


Figure 1- Installer Icon

Welcome

On the installer's Welcome screen, click the "Next" button to begin the installation.



Figure 2 - Welcome

License Agreement

If you choose to accept the terms of the license agreement, select the "I accept the agreement" radio button then click the "Next" button. If you choose not to accept the terms of the agreement, the installation will be cancelled.

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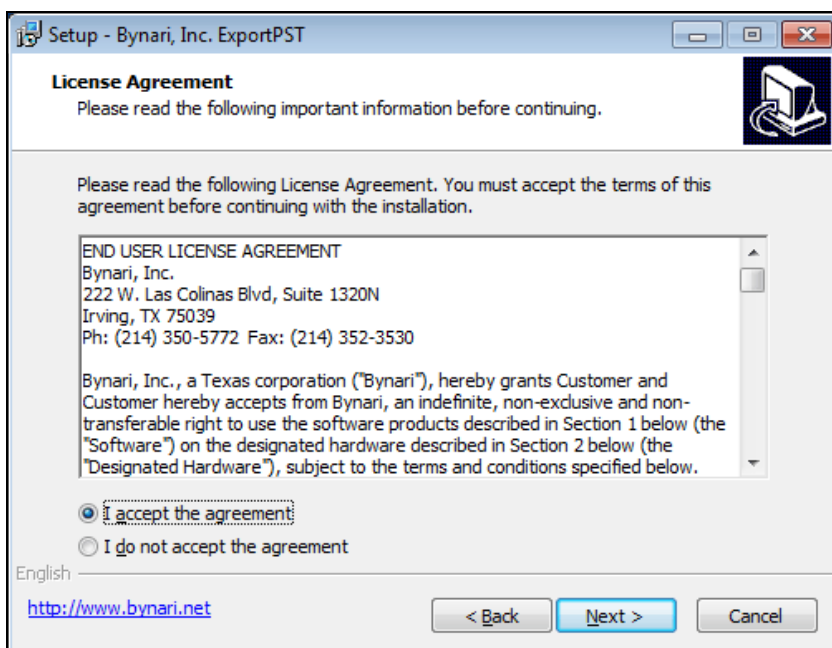


Figure 3 - License Agreement

Select Destination Location

On the “Select Destination Location” window, select the folder in which you would like to install ExportPST. In most situations, selecting the default location is recommended.

Once the installation location has been selected, click the “Next” button.

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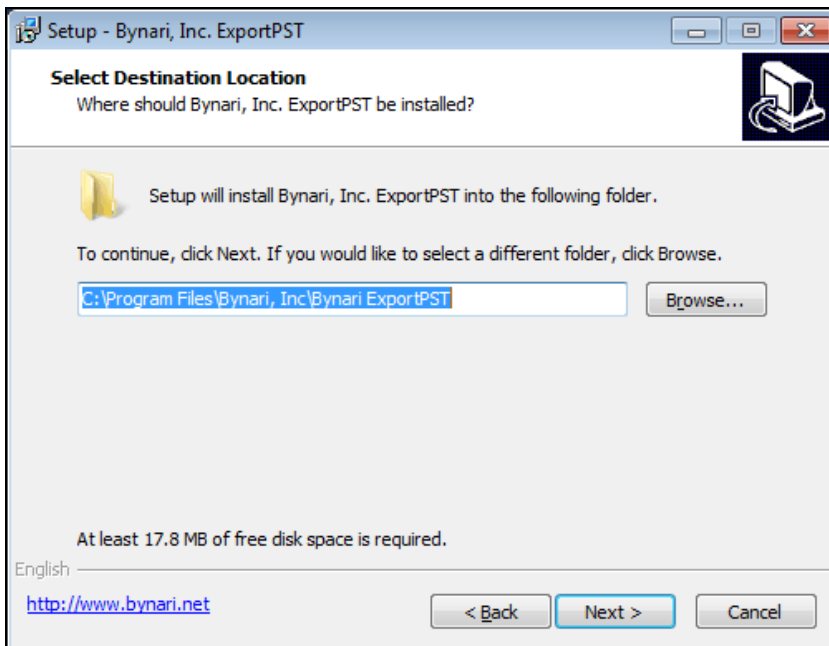


Figure 4 - Select Destination Location

Select Start Menu Folder

On the “Select Start Menu Folder” window, select the location of the ExportPST Start Menu folder. In most situations, selecting the default location is recommended.

Once the location for the Start Menu folder has been selected, click the “Next” button.

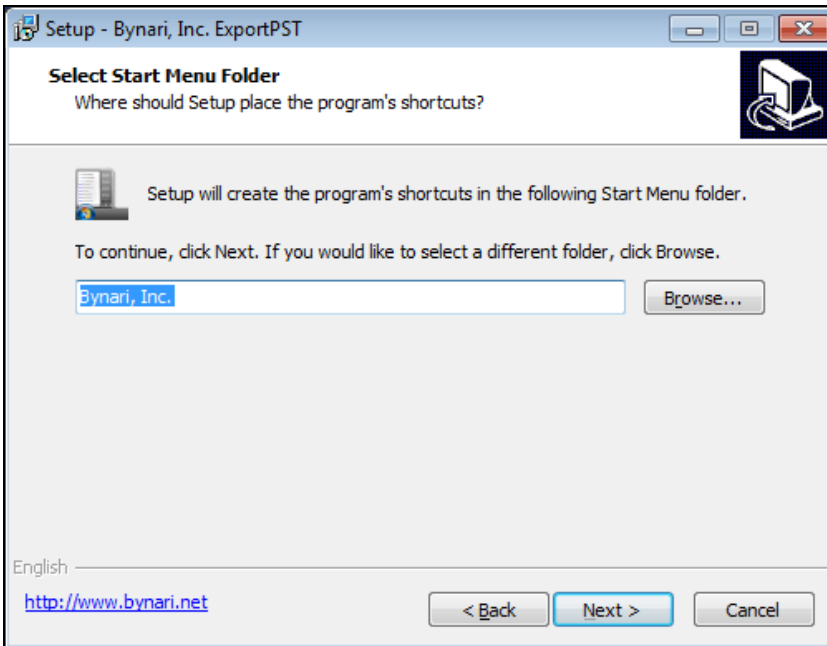


Figure 5 - Start Menu Folder

Ready to Install

On the "Ready to Install" screen, click the "Install" button to begin installing ExportPST on your computer.

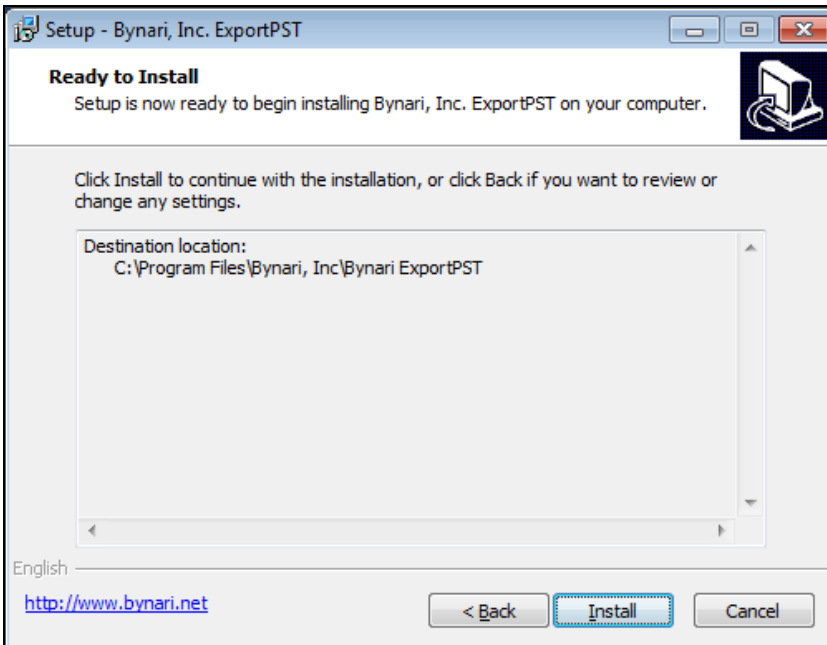


Figure 6 - Ready to Install

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Installation Complete

On the final screen of the installation, click the “Finish” button to complete the process. Placing a check in the “Run Export PST” checkbox will start ExportPST immediately after clicking the “Finish” button.



Figure 7 - Installation Complete

The installation is complete. ExportPST can now be opened by selecting its icon in the Windows Start menu.

2. Exporting Email Data

2.1. Getting Started

After ExportPST is launched, the main configuration window (figure 8) is presented. From here one or more user accounts can be added, edited or removed. From this window PST files can also be modified, previously configured export schedules can be accessed, and information about the ExportPST installation can be viewed.

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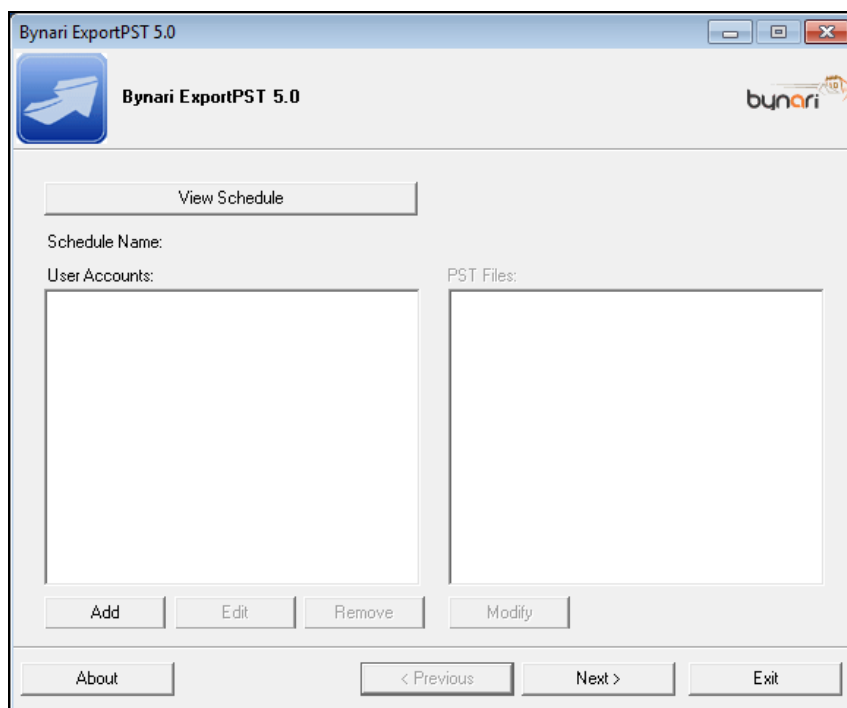


Figure 8 - Configuration Window

View Schedule

Clicking the “View Schedule” button presents a window (figure 12) displaying the schedule of currently queued export tasks.

User Accounts

The “User Accounts” window displays a list of all user accounts currently configured.

PST Files

The “PST Files” window displays a list of all PST files which have been added for whichever user has been selected, and is currently highlighted in the “User Accounts” window.

Add

Clicking the “Add” button allows the user to browse for and select both user accounts and their associated PST files for export to the server. Files may be selected from either the user’s local system, or a network share.

Edit

Clicking on a user account, to highlight it in the list, then clicking the “Edit” button will allow editing of the configuration information related to that user.

Remove

The “Remove” button is used to remove user accounts by clicking on the desired user account, to highlight it in the list, then clicking the “Remove” button.

Modify

The “Modify” button is used to make changes to PST data intended for export. The PST data is modified by clicking on the PST file, to highlight it in the list, then clicking the “Modify” button. Changes that can be made include selecting only certain mail folders for export rather than exporting all of the email data contained within the PST file.

About

Clicking the “About” button presents a screen with basic information about ExportPST, as well as access to the software registration information (section 4, Product Registration).

Exit

Clicking the “Exit” button will close ExportPST without exporting any PST data to the server.

Previous

The “Previous” button takes the user to the previous screen in the configuration. The “Previous” button is only accessible when user accounts and PST files from a previous session already exist in the in the “User Accounts” and “PST Files” windows.

Next

Clicking the “Next” button presents the next step in the configuration.

2.2. Adding Users

Clicking the “Add” or “Edit” (when at least one account already exists) buttons on the main configuration screen presents an window (figure 9) from which details about the user account being added (or edited) may be entered.

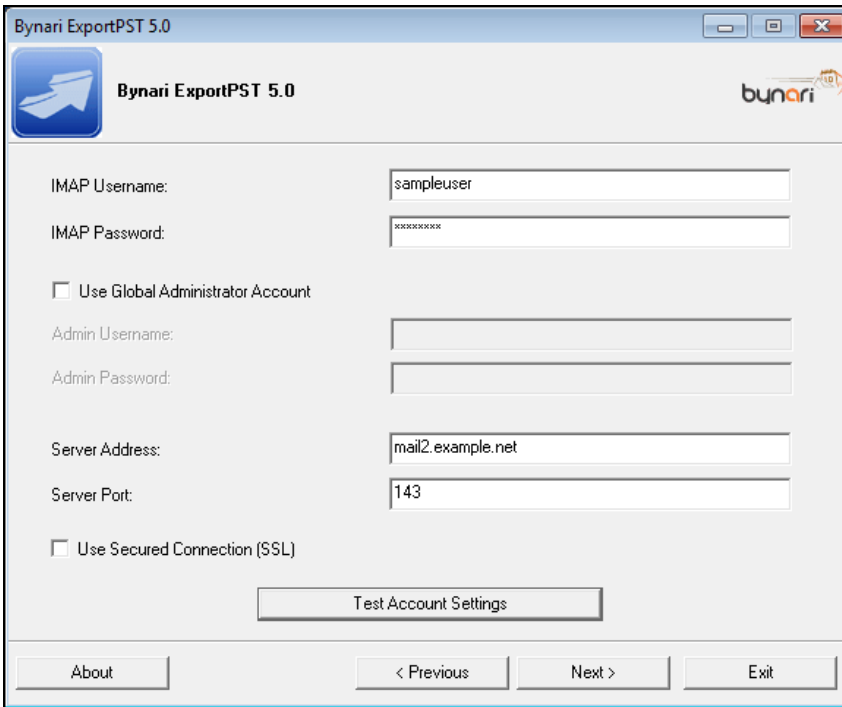


Figure 9 - Configuration Window

IMAP Username

In the “IMAP Username” field enter the username for the email account to which the PST data is being exported.

IMAP Password

Enter the password for the email account to which the PST data is being exported, in the “IMAP Password” field.

Use Global Administrator Account

The “Use Global Administrator Account” feature allows server administrators with access to a global administrator account to export on behalf of any user on the server by using that user’s username in conjunction with the global administrator accounts user’s password.

Note: The “Use Global Administrator Account” feature is currently tested and supported only for users who are exporting PST files to a Bynari Server, and using the Bynari Server’s “manager” password as the global administrator account password.

Server Address

In the “Server Address” field place the IP (Internet Protocol) address or fully qualified domain name of email server to which the data is to be exported.

Note: If you do not know the IP address or fully qualified domain name of the email server, it can be provided by the email server administrator.

Server Port

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Enter the port number for the mail server in the “Server Port” field. Port 143 is the default value for this field.

Note: If you do not know the email server's server port number, it can be provided by the email server administrator.

Use secured connection (SSL)

Place a check mark in the “Use secured connection (SSL)” checkbox if the email server requires a secured connection (SSL).

Note: If you are unsure whether or not the email server requires a secured connection, contact the email server administrator.

Note: Placing a check in the “Use secured connection (SSL)” checkbox will automatically change the Incoming Mail Port field to 993 (the default SSL port). If you are unsure the port required by the server for SSL, contact the email server administrator.

Test Account Settings

It is recommended that when account information is edited or entered for the first time that the account information is tested by clicking the “Test Account Settings” button before configuring additional accounts or proceeding to the next stage of the export process.

2.3. Adding PST Files

After adding a user and clicking the “Next” button a window (figure 10) from which you can to add one or more PST files to be exported for the user is presented.

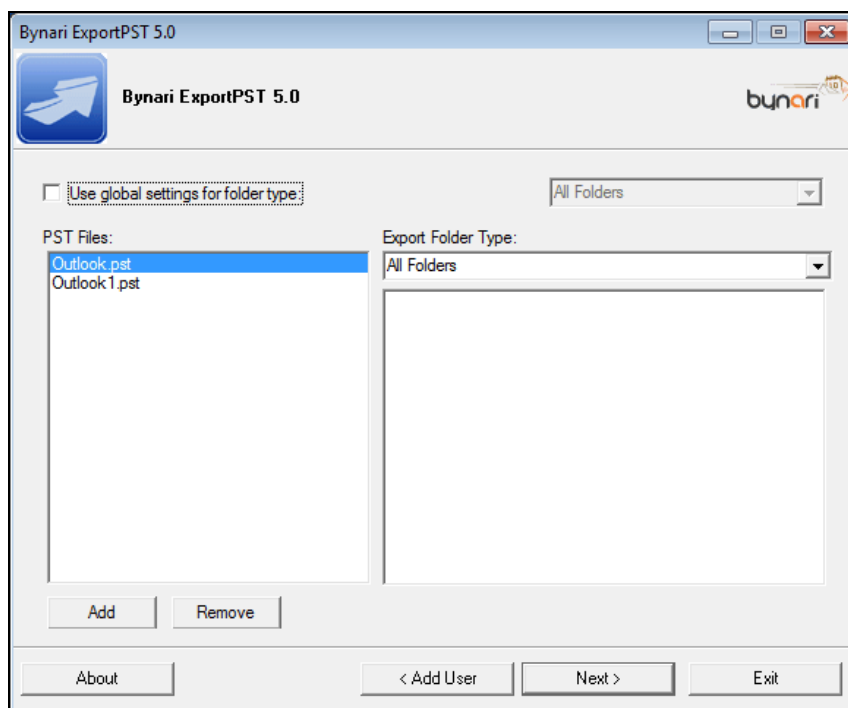


Figure 10 Adding PST Files

PST Files

The “PST Files” window displays all PST files which have been added for the user.

Add

Clicking the “Add” button allows you to browse your computer for PST files to export.

Remove

Clicking on a PST file, to highlight it in the list, then clicking the “Remove” button will remove the selected PST file from the list.

Export Folder Type

In order to select which portion of a particular PST is to be exported, select the PST in the “PST Files” window, to highlight it within the list, then select from the “Export Folder Type” drop-down menu the portion of the PST file that you would like to have exported to the email server. The “Export Folder Type” drop-menu options are: “Inbox Folder Only”, “All Folders”, “All Calendars”, “All Contacts”, “All Tasks”, and “Select Folders”, which allows selecting one or more specific folders (including custom folders) from within the PST file.

Use global settings for folder type

Placing a check mark in the “Use global settings for folder type” checkbox allows you to use the menu to the right of the checkbox to make a single selection about which part of a PST file to export, and have that selection automatically applied to every PST file in the list.

Add User

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The “Add User” button presents the Add User configuration window (figure 9).

Next

Clicking the “Next” button presents a new window (figure 11) from which the Export task can be set to initiate immediately, or scheduled to run at a later time.

Exit

Clicking the “Exit” button will exit the program, discarding all settings.

About

Clicking the “About” button presents a screen with basic information about ExportPST, as well as access to the software registration information (section 4, Product Registration).

2.4. Initiating the Export

Once at least one user has been added with at least one PST file added for that user, clicking the “Next” button will present the scheduling screen (figure 11). From this screen the export can be either initiated immediately, or scheduled for a later time.

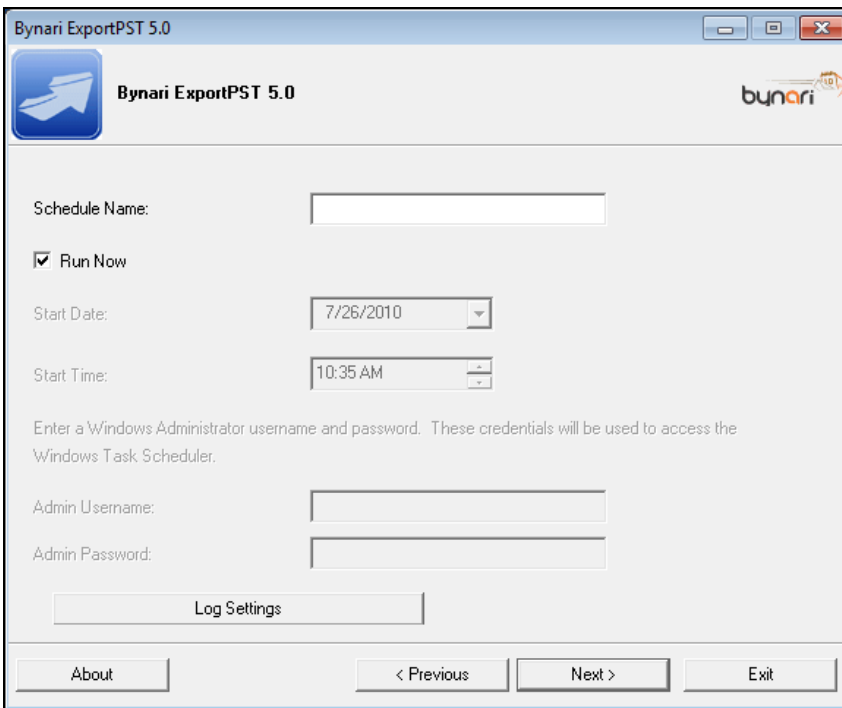


Figure 11 Scheduling the Export

Schedule Name

The “Schedule Name” field can be populated with any name that you wish to use for identifying the export task, whether initiated immediately, or scheduled to run at a later time.

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Run Now

Placing a check in the “Run Now” checkbox will disable all schedule-related settings and prepare ExportPST for immediate initialization of the configured export task.

Start Date

In the “Start Date” field select the date on which you would like to run the configured export task.

Start Time

In the “Start Time” field select the time at which you would like to run the configured export task.

Administrator Username

In the “Administrator Username” field, enter the username for any user with Administrator privileges on the computer where ExportPST is installed.

Administrator Password

In the “Administrator Password” field enter the password associated with the user whose username was entered in the “Administrator Username” field.

Previous

The “Previous” button presents the previous screen in the configuration (figure 10), where users and PST files can be added, edited and removed.

Next

Clicking the “Next” button presents a new window (figure 12) in which a list of scheduled exports can be viewed.

Exit

Clicking the “Exit” button will exit the program, discarding all settings.

About

Clicking the “About” button presents a screen with basic information about ExportPST, as well as access to the software registration information (section 4, Product Registration).

Log Settings

Clicking the “Log Settings” button presents the configuration options for ExportPST’s logging capabilities (section 3, Log Settings).

2.5. Scheduled Exports

A window displaying scheduled exports (figure 12) is displayed when ExportPST first starts, if exports have been previously scheduled and are currently queued. This same window is also displayed following the configuration of a new export task.

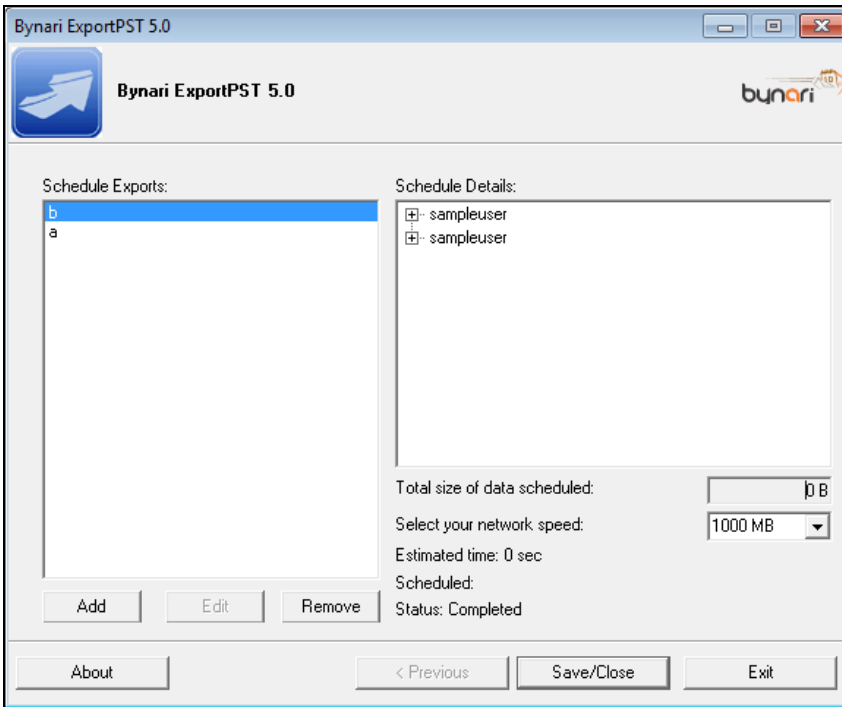


Figure 12 Saved Schedules

Schedule Exports

The “Schedule Exports” window displays a list of the currently queued export tasks.

Schedule Details

The “Schedule Details” window provides detailed information about the currently scheduled exports.

Add

Clicking the “Add” button allows you to add a new schedule.

Edit

Clicking on a queued schedule, to highlight it in the list, then clicking the “Edit” button allows you to edit the selected schedule.

Remove

Clicking on a queued schedule, to highlight it in the list, then clicking the “Remove” button will remove the selected schedule from the queue.

Select your network speed

The “Select your network speed” drop-down menu allows you to set the maximum network speed with which ExportPST should attempt to execute the export task. The “Select your network speed” drop-down menu options are: “56k”, “T1”, “10mb”, “100mb”, “1000mb”, and “E1”.

About

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Clicking the “About” button presents a screen with basic information about ExportPST, as well as access to the software registration information (section 4, Product Registration).

Previous

Clicking “Previous” returns you to the previous screen.

Save/Close

Clicking the “Save/Close” button will begin the export, if an export has been configured with the “Run Now” (section 2.4, Initiating the Export) option selected. If the “Run Now” option has not been selected for any currently queued export tasks, clicking the “Save/Close” button will close ExportPST, saving all configuration and schedule information.

Exit

Clicking the “Exit” button will exit the program, discarding all settings.

3. Log Settings

Clicking the “Log Settings” button on the main ExportPST configuration window provides access to the various ExportPST log-related features.

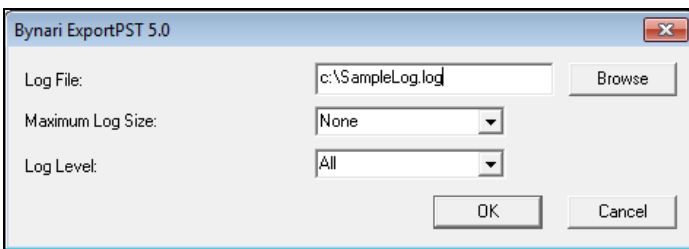


Figure 13 Log Settings

Log File

In the “Log File” field choose the desired log file name and location by entering a complete path to the file (including the filename). The browse button may also be used to select a location for the log file. The example in figure 13 creates a log file named “SampleLog.log” and places it in the top level of the C drive.

Maximum log size

The “Maximum Log Size” drop-down menu provides six options for controlling the size of the logs generated by ExportPST.

The six different log size options are:

- None
- 100kb
- 200kb
- 300kb
- 400kb

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- 500kb

Selecting “None” from the “Maximum Log Size” drop-down menu will place no restrictions on the maximum size of the log file.

Log level

The “Log Level” drop-down menu provides a choice between writing all ExportPST activity to the log, or writing only error-related activity to the log.

OK

Clicking the “OK” button will close the log configuration window, and save all changes.

Cancel

Clicking the “Cancel” button will close the log configuration window without saving any changes.

4. Product Registration

4.1. Demo Mode

Export PST will operate in “Demo” mode until registered. “Demo” mode provides an opportunity to try ExportPST before making the decision to purchase. ExportPST is fully functional when in “Demo” mode, with the following exceptions.

- The options in the “Export Folder Type” drop-down menu are limited to “All Folders”, “Inbox Folder Only”, “All Calendars”, and “All Contacts” when Export PST is used in demo mode.
- When “All Folders” is chosen from the “Export Folder Type” drop-down menu, the export is limited to 15 items. In Demo mode selecting “All Folders” will export PST data from the Inbox, Calendars and Contacts folders only.
- When “Inbox Folder Only”, “All Calendars”, or “All Contacts” is chosen in the “Export Folder Type” drop-down menu, the export is limited to five items, while running in demo mode.

4.2. Registering ExportPST

There are no restrictions placed on fully registered ExportPST installations. Product registration information is accessed through the ExportPST “About” window. The “About” window can be displayed by clicking the “About” button on the main ExportPST configuration window.

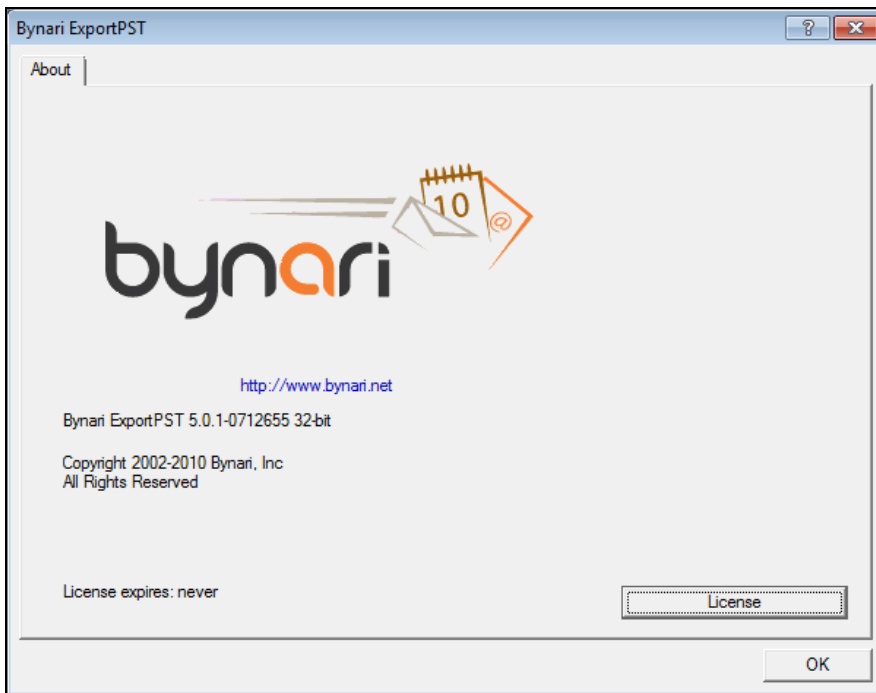


Figure 14 About ExportPST

Clicking the “About” window’s “License” button displays detailed license and registration information, as well as providing an opportunity to register a previously unregistered copy of ExportPST.

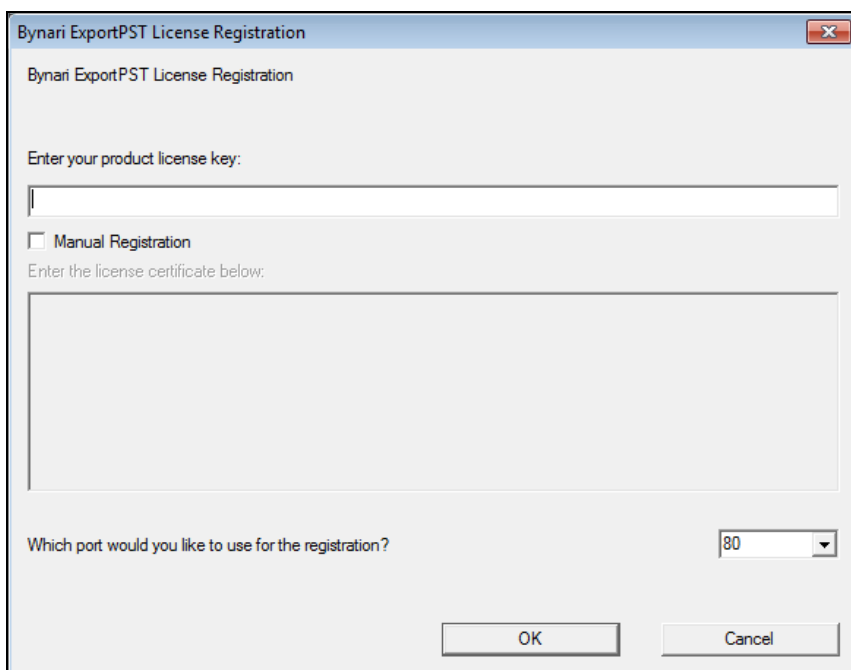


Figure 15 Entering Product License Key

Enter your product license key

An ExportPST license key will be provided at the time of purchase. The license key enables the full functionality of ExportPST. The license key must be entered into the “Enter your product license key” field in order to register ExportPST.

Manual Registration

For systems with limited or no Internet access it may be necessary to register ExportPST manually. In order manually register ExportPST you must request a PGP signed certificate from a Bynari representative. Placing a check in the “Manual Registration” checkbox allows access to the “Enter the license certificate below” field, where the PGP signed certificate can be entered.

Note: Manual registration requires both a license key and a PGP signed certificate.

Which port would you like to use to register?

The “Which port would you like to use to register” drop-down menu provides a choice between port 80 and port 3080 for connecting to the Bynari registration server to register ExportPST. The default setting is 80, which is the best choice for most installations. If the system on which ExportPST is installed is unable to connect to the Bynari registration server on either port 80 or 3080, it will be necessary to register manually.

OK

Once the license key (and the PGP signed certificate, if required) has been entered and the registration port has been selected, clicking the “OK” button on the license window will initiate the ExportPST registration.

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Cancel

Clicking the “Cancel” button on the license window will close the window, making no attempt to register ExportPST.

Once registered, ExportPST will display the following information in the license window.

- The license key used to register ExportPST
- The date, if any, on which the license expires
- The number of licenses currently in use
- The total number of licenses provided for use by the license key
- The versions of ExportPST supported by the license
- Supported, special, additional options provided by the license

Once the registered, the license window will also display the following button changes.

Refresh

If changes are made to the license information, clicking the “Refresh” button will display the changes immediately. Otherwise the changes will be displayed after ExportPST is closed and reopened.

Unregister

Clicking the “Unregister” button will remove the ExportPST registration and disable all features other than starting and re-registering the software.

OK

Clicking the “OK” button will close the license window.

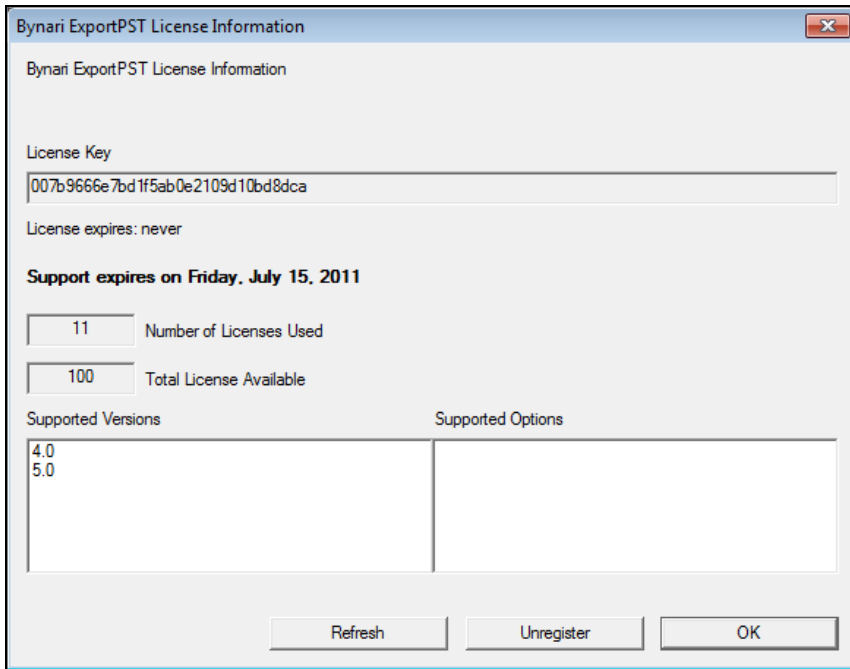


Figure 16 Registered

Reporting Problems

Be sure to include the following information when reporting problems to Bynari:

- **The Microsoft Windows version number and patch level.**
 - The Microsoft Windows version number and patch level are obtained by right-clicking on the “My Computer” icon on the “Desktop” (or in the “Start” menu) and selecting “Properties” from the pop-up menu.
 - In Windows 7/Vista, the Windows version and patch level will be listed in the “System” section of this window.
 - In Windows XP, the Windows version and patch level will be listed under “System” on the “General” tab of this window.

- **The full version number of ExportPST.**
 - The Bynari ExportPST full version number is obtained by clicking the “About” button on the main configuration window.

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To open a new support ticket: <http://www.bynari.net/support/>

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