



# **The Saviour OST Converter**

## **Installation Guide**

Version 1.0.0.0

# Overview

**The Saviour OST Converter** offers a complete solution to convert OST files to Microsoft Outlook Personal Storage (PST) files. It also gives you an option to save emails in other formats.

The software converts a complete OST file to PST mailbox including contents such as e-mails, attachments, contacts, calendars, tasks and journals. You can also save emails in any one of the five following formats:

- EML
- MSG
- PDF
- HTML
- RTF

To view data from a newly converted file, you need to import the new PST file into MS Outlook.

**The Saviour OST Converter** also ensures recovery of accidentally deleted e-mails that you have emptied from the deleted items folder. After converting an OST file, the software shows its original content. All folders from the original OST file are shown along with their content in a three-pane structure.

## Key features:

- Enables you to view messages in a 3-view format.
- Selective conversion of mails.
- Find option to search mails faster.
- Converts e-mails, calendar entries, contacts, notes, tasks and journals from OST files.
- Restores formatting from RTF and HTML messages.
- Supports conversion of encrypted OST files.
- Converted mailbox is saved as a new PST file on any drive (including network drives) visible to host computer.
- Can save single mail message in MSG format.

## **What's New in this Version?**

### **New features in The Saviour OST Converter include:**

- Support for MS Office 2016, 2013, 2010 (both 32 and 64 bit versions).
- Enhanced preview feature for calendars, tasks, journals and contacts.
- New GUI - look and feel matches MS Office 2007 GUI.
- Right-click option to save emails in MSG format from preview section itself.
- Option to arrange scanned emails and messages as per Date, From, To, Subject, Type, Attachment and Importance. You can also arrange scanned emails in form of groups.

# Installation Procedure

Before installing the software, ensure that your system meets the minimum system requirements.

## Minimum System Requirements

- **Processor:** Pentium Class
- **Operating System:** Windows 10 / Windows 8 / Windows 7 / Windows Vista / Windows XP
- **Memory:** 512 MB
- **Hard Disk:** 50 MB of free space
- **MS Outlook:** 2016 / 2013 / 2010 / 2007 / 2003 / 2002 (XP) / 2000
- **Internet Explorer:** Version 6.0 or later

## To install the software:

1. Double-click **TheSaviourOSTConverter.exe** executable file to start installation. **Setup - The Saviour OST Converter** dialog box is displayed.
2. Click **Next**. **License Agreement** dialog box is displayed.
3. Choose **I accept the agreement** option. **Next** button will be enabled. Click **Next**. **Select Destination Location** dialog box is displayed.
4. Click **Browse** to select the destination path where the setup files will be stored. Click **Next**. **Select Start Menu Folder** dialog box is displayed.
5. Click **Browse** to provide path for program's shortcuts. Click **Next**. **Select Additional Tasks** dialog box is displayed.
6. Select check boxes as per your choice. Click **Next**. **Ready to Install** dialog box is displayed.
7. Review your selections. Click **Back** if you want to change them. Click **Install** to start installation. The Installing window shows the installation process.
8. On completion of the installation process, **Completing the The Saviour OST Converter Setup Wizard** window is displayed. Click **Finish**.

**Note:** Clear *Launch The Saviour OST Converter* check box to prevent the software from launching automatically.

# Launching the Software

## To launch The Saviour OST Converter in Windows 10:

- Click Start icon -> All apps -> **The Saviour OST Converter** -> **The Saviour OST Converter** Or,
- Double click **The Saviour OST Converter** icon on the desktop. Or,
- Click **The Saviour OST Converter** tile on the home screen.

## To launch The Saviour OST Converter in Windows 8:

- Click **The Saviour OST Converter** tile on the home screen. Or,
- Double click **The Saviour OST Converter** icon on the desktop.

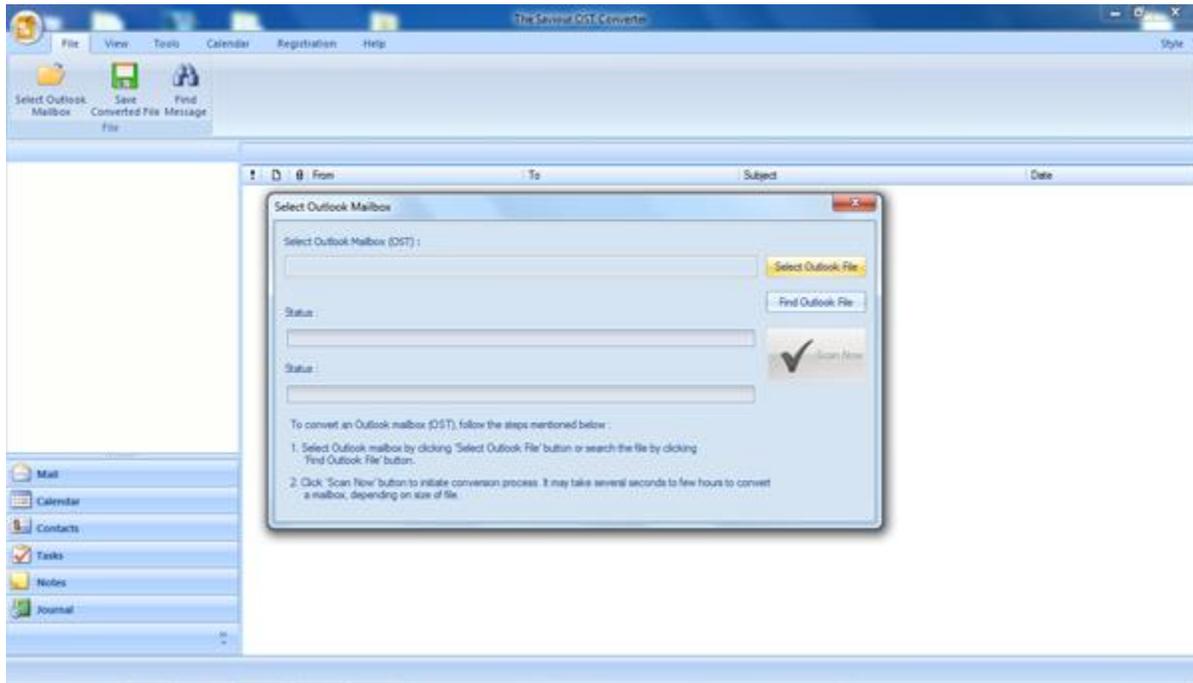
## To start the application, do one of the following in Windows 7 / Vista / XP:

- Click Start -> All Programs -> **The Saviour OST Converter** -> **The Saviour OST Converter**. Or,
- Double click the **The Saviour OST Converter** icon on the desktop. Or,
- Click **The Saviour OST Converter** icon in Quick launch.

# User Interface

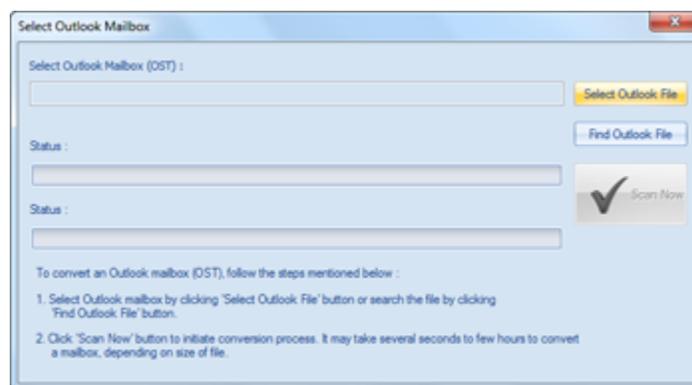
The **Saviour OST Converter** has a simple and easy to use Graphical User Interface (GUI). The GUI of **The Saviour OST Converter** resembles the GUI of MS Office 2007.

After launching the software, the main user interface appears as shown below:



The user interface contains menus and buttons that allow you to access various features of the software with ease.

When you start **The Saviour OST Converter**, the **Select Outlook Mailbox** dialog box opens as shown below:



To select an OST file, click on **Select Outlook File** button. Select the OST file that needs to be converted and then click **Scan Now** to initiate the conversion process.

**The Saviour OST Converter** also allows you to find OST files, in case you don't know the location of the OST file, you want to convert. Click on **Find OST File** button, **Find Mailbox** dialog box opens. Use **Look in** to specify the drive in which you wish to search for OST files, and then click **Start** to search for files.

**Note:** *Select Outlook Mailbox dialog box can also be opened by selecting Select Outlook Mailbox in the File menu.*

# Menus

## File

### Select Outlook Mailbox

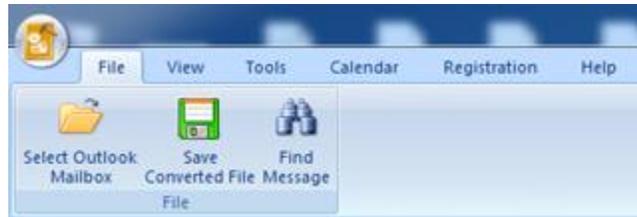
Opens **Select Outlook Mailbox** dialog box, using which you can select / search for OST files.

### Save Converted File

Saves the PST file at your specified location.

### Find Message

Use this option to search for specific emails and messages from the list of emails.



**File Menu**

## View

### Switch Reading Pane

Use this option to switch between horizontal and vertical views of the reading pane.

### Log Report

Use this option to view the log report.

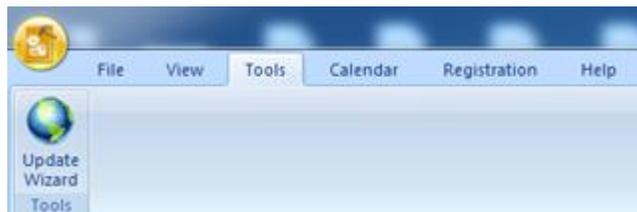


**View Menu**

## Tools

### Update Wizard

Use this option update your software



**Tools Menu**

## Calendar

### Day

Use this option to list all the entries of a particular day from the list of the scanned emails.

### Work Week

Use this option to list all the entries of a work week (from Monday to Friday).

### Week

Use this option to list all the entries of a week (from Monday to Sunday).

### Month

Use this option to list all the entries of a particular month.

### GoTo

Use this option to list all the entries of the current date or any particular date.

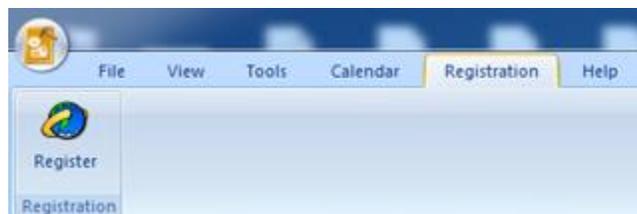


**Calendar Menu**

## Registration

### Register

Use this option to register the software after purchasing the software.



**Registration Menu**

## Help

### Help Topics

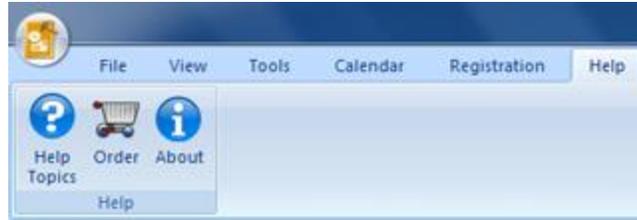
Use this option to open the help manual of the software.

## Order

Use this option to [buy](#) **The Saviour OST Converter**.

## About

Use this option to read information about the software.



**Help Menu**

## Style

Use this option to switch between various themes for the software, as per your choice. **The Saviour OST Converter** offers the following themes: **Office 2007 (Blue, Black, Silver, Aqua)**, **Office 2010 (Blue, Black, Silver)**, and **Office 2013 Theme**.



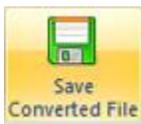
**Style Menu**

# Buttons

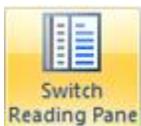
The Saviour OST Converter toolbar has following buttons / options:



Click this button to open **Select Outlook Mailbox** file dialog box.



Click this button to save the PST file to a location of your choice.



Click this button to switch between horizontal and vertical views of the reading pane. When you click on a folder in left-pane, by default, the right pane shows the details in horizontal columns. Click **Switch Reading Pane** button to change the position to vertical columns.



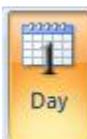
Click this button to view the **Log Report**, which contains the details of the conversion process.



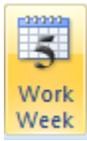
Click this button to open **Find Message** dialog box, using which you can search for specific emails using sender's email, recipient's email, subject or date.



Click this button to update your software. Use this option to check for both, major and minor versions of the software.



Click this button to list all the entries of one particular day from the list of the scanned emails.



Click this button to list all the entries of a work week (from Monday to Friday).



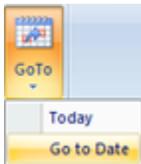
Click this button to list all the entries of a week (from Monday to Sunday).



Click this button to list all the entries of a particular month.



Click this button to list all the entries of the current date.



Click this button to list all the entries of a particular day (any single day except the current date).



Click this button to register the software after purchasing.



Click this button to open the help manual for **The Saviour OST Converter**.



Click this button to purchase the software.



Click this button to read more information about the software.

# Ordering the Software

To know more about **The Saviour OST Converter**, click [here](#).

To purchase the software online, please visit <http://www.dsaviour.com/convert-ost-pst/buy-now.php>

Alternatively, click on **Order** icon in **Help Menu** on the **Menu Bar** to purchase the software online.

Select either of the methods given above to purchase the software.

Once the order is confirmed, a serial number will be sent to you through e-mail, which would be required to activate the software.

# Registering the Software

You can download demo version of **The Saviour OST Converter** software from [here](#). The demo version is just for evaluation purposes and you must eventually register the software to use its full functionality. Once you purchase the software, you will receive a key using which you can register the software.

You can register the software using any of the following methods:

- Online Registration

After purchasing the software, a serial number will be sent via email, which is required to register the software. You need to enter the serial number, which is then verified by a license server and on verification, the software is registered.

- Manual Registration

To register the software manually, you will need to generate a PHX\_REG.txt file. After verification of the serial number and purchase details, the site key, which is required to register the software manually, will be sent to your email address.

**Note:** *If the software is downloaded from <http://www.dsaviour.com/convert-ost-to-pst.php> (i.e., ESD version), it must be registered using Serial Number (received through email after purchasing the product) to use all the features of the software. If the software is installed using the product installation CD (i.e., BOX version), hardware lock , that is available with the software kit, is mandatory for the functioning of the software.*

# Online Registration

To register the software online:

1. Launch demo version of **The Saviour OST Converter** software.
2. From **Menu Bar**, select **Registration**. Click **Register**.
3. In **Registration Option** dialog box, select **I have the registration key**.
4. Select **Online Registration**. Click **OK**. A warning will appear, click **OK** to continue.
5. In **Welcome to The Saviour - Electronic Registration** wizard, click **Next**.
6. Type the serial number (received through email after purchasing the product) in serial number field. Click **Next**.
7. The software would automatically communicate with the license server. After the registration is done, click **Finish** to complete the registration process.

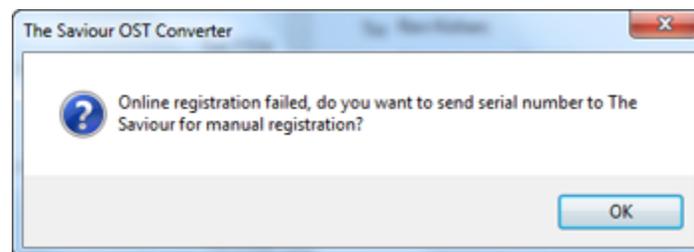


Registration Screen

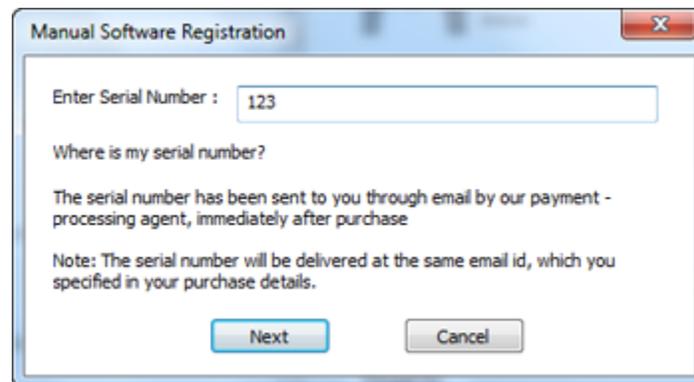
# Manual Registration

To register the software manually:

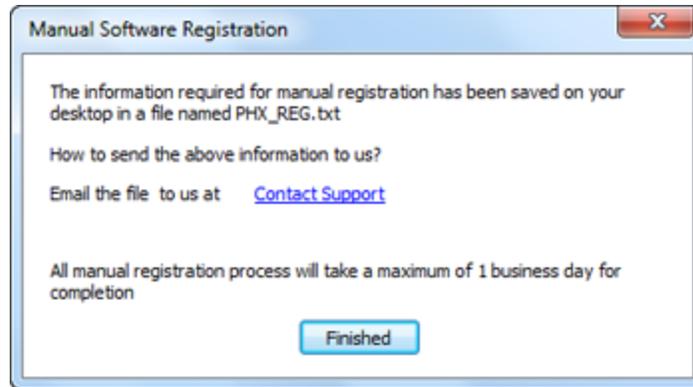
1. Launch the demo version of **The Saviour OST Converter**.
2. From **Menu Bar**, select **Registration** option. Click **Register**.
3. In **Registration Option** dialog box, select **I have the registration key**.
4. Select **Online Registration**. Click **OK**. A warning will appear, click **OK** to continue.
5. In **Welcome to The Saviour - Electronic Registration** wizard, click **Cancel**.
6. **The Saviour OST Converter** dialog box will open, click **OK**.



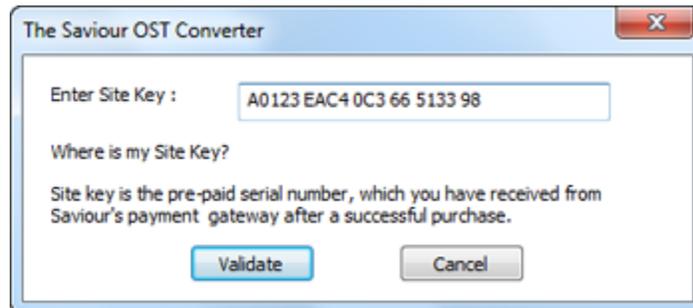
7. In **Manual Software Registration** dialog box, enter the serial number that you receive once you purchase the software. Click **Next**.



8. A file named PHX\_REG.txt is created on your desktop. Click **Finished**.



9. After verifying the purchase details, you will receive the site key, which is required to register the software manually.
10. After receiving the Site Key, open **The Saviour OST Converter**. In **Registration Option** dialog box, select **I have the registration key**.
11. Select **Manual Registration** and Click **OK**.
12. Enter the Site Key in **The Saviour OST Converter** dialog box. Click **Validate**.



**Note:** *The site key is delivered to the email address through which the serial number is sent.*

# Updating the Software

**The Saviour** releases periodical software updates for **The Saviour OST Converter** software. You can update the software to keep it up-to-date. These updates can add a new functionality, feature, service, or any other information that can improve the software. Update option of the application is capable of checking for latest updates. This will check for both latest minor and major versions available online. You can easily download minor version through the update wizard. However, the major version, if available, has to be purchased. While updating the software, it's recommended to close all the running programs. Note that demo version of the software cannot be updated.

## To update The Saviour OST Converter:

1. Go to **Tools** option in **Menu Bar**. Click **Update Wizard**.
2. **The Saviour Update Wizard** window will open. Click **Next**. The wizard will search for latest updates, and if it finds any new updates, a window will pop up indicating its availability.
3. Click **Next** and the software will download the files from the update server. When the process is complete, the software will upgrade to the latest version.

## Live Update may not happen due to following reasons:

- Internet connection failure
- Updates are not available

**Note:** *If a major version is available, you need to purchase the software in order to upgrade it.*