



Kernel for Notes Contacts to Outlook

“Professional Tool to Convert
Lotus Notes Addressbook to Outlook”

PRODUCT GUIDE

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1. Introduction to Kernel for Notes Contacts to Outlook

Welcome to the user manual of Kernel for Notes Contacts to Outlook, the most powerful, professional and easy to use notes address book migration software that helps you to convert contact items from **Names.nsf** file to .PST or .XLS file. It also converts names.nsf file direct from Lotus Domino Server mailboxes. This user manual comprises step by step guidelines on using Kernel for Notes Contacts to Outlook.

1.1 Using this Manual

This user manual is intended to guide users on using Kernel for Notes Contacts 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 pertaining to the tasks that you need to perform by using Kernel for Notes Contacts 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
- How to convert Names.nsf file?
- Saving converted files
- Full Version
- Support
- Troubleshooting
- Legal Notices

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

1.1.1 List of Abbreviations

MS: Microsoft

NSF: Notes System File

XLS: Excel sheet

RAM: Random Access Memory

MB: Mega-Byte

GB: Giga-Byte

1.2 About Kernel for Notes Contacts to Outlook

Kernel for Notes Contacts to Outlook is a Lotus Notes Contacts migration tool to migrate/export Notes Contacts to MS Excel and MS Outlook. Easily export contacts of Lotus Notes to MS Outlook and MS Excel. 100s and 1000s of contact list from Names.nsf file(s) are easy to export to .PST and .XLS and viewable with MS Outlook and MS Excel. Several Names.NSF files can be listed and exported to Microsoft Outlook or Microsoft Excel.

Kernel software supports migration of names.nsf file created with Lotus Notes client 6.5, 7.0, 8.0 in Domino Server 6.5, 7.0, 8.0. Kernel for Notes Contacts to Outlook directly gets connected to the Lotus Domino Server user mailbox and lets the user select and convert Names.nsf file. Useful for Organizations/Companies/Individuals who need to export their notes contacts to other viewable medium like MS Outlook Contacts or MS Excel worksheet.

1.3 Salient Features

Salient features of Kernel for Notes Contacts to Outlook include:

- Efficient and embedded with algorithms to quickly perform conversion process
- Fully supportive to versions including: Lotus Notes 8.0, 7.0 and 6.5, MS Outlook 97, 98, 2000, 2003, 2007 and Lotus Notes, Lotus Domino Server 8.0, 7.0 and 6.5.
- User friendly graphical user interface
- Free demo to analyze capabilities of the tool before purchasing it

1.4 Who Should Use this Software?

The capability of Kernel for Notes Contacts to Outlook to convert Names.NSF files makes it an apt choice for organizations that need to migrate from Lotus Notes to Outlook. Kernel for Notes Contacts to Outlook - names.nsf file conversion tool uses quick algorithm to convert names.nsf files to .PST or .XLS files hence, organizations with instant Notes Contacts to Outlook migration requirements can use this software.

2. Getting Started

Now that you have understood the features and potential of Kernel for Notes Contacts to Outlook, you are ready to get hands on experience of the software. To start migration process, you will first need to download and install this software.


It is strongly recommended that before installing Kernel for Notes Contacts 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

Kernel for Notes Contacts to Outlook- names.nsf file conversion tool works on all Windows-based computers. Following are the system requirements for the host Computer:

2.1.1 To Convert from NSF file

- Supported Lotus Notes Version: Lotus Notes 8.0, 7.0 and 6.5
- Supported MS Outlook Versions: MS Outlook 97, 98, 2000, 2003 and 2007
- Supported MS Excel: MS Excel 97, 98, 2000, 2003 and 2007

 Note: Microsoft Outlook, Microsoft Excel and Lotus Notes should be installed on the computer system on which you are performing the conversion.

2.1.2 To convert from Domino Server Mailbox

- Supported Domino Server: Domino Server 8.0, 7.0 and 6.5
- Supported Lotus Notes Version: Lotus Notes 8.0, 7.0 and 6.5
- Supported MS Excel Versions: MS Excel 97, 98, 2000, 2003 and 2007
- Supported MS Outlook Versions: MS Outlook 97, 98, 2000, 2003, 2007

2.1.3 Other Requirements

Supported Operating System

Windows Vista, Windows 2003, Windows 2000, Windows XP and Windows 98

Memory (RAM)

At least 64 megabytes (the more the better)

CPU Processor

Pentium II 400 MHz

Available Space on the Good Device

Enough space to save the converted file(s) for example, if you expect to save 40 MB lost data, the Good Device should have at least 40 MB free space

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

After checking your computer with the prescribed system requirements for Kernel for Notes Contacts 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 – Element5, Asknet and 2CO.

If you want to try using Kernel for Notes Contacts to Outlook before buying it, you can download the evaluation version from the following link:

<https://www.nucleustechologies.com/lotus-notes-contacts-to-outlook.html>

2.3 Install Kernel for Notes Contacts to Outlook

After downloading the installer file for Kernel for Notes Contacts to Outlook, you can install the software by running the file.

To install Kernel for Notes Contacts to Outlook:

1. Double-click the Kernel for Notes Contacts to Outlook installer. Follow the on-screen instructions.

The **Setup Installation Complete** screen will be displayed.

2. Click **Finish** to launch the software.

2.4 Start Kernel for Notes Contacts to Outlook

To start Kernel for Notes Contacts to Outlook:

Click **Start → All Programs → Kernel for Notes Contacts to Outlook**

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


2.5 Uninstall Kernel for Notes Contacts to Outlook

You may need to uninstall Kernel for Notes Contacts to Outlook. To uninstall Kernel for Notes Contacts to Outlook:

1. Click **Start → All Programs → Kernel for Notes Contacts to Outlook → Uninstall Kernel for Notes Contacts to Outlook**

A warning message will be displayed.

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

 Before proceeding to uninstall Kernel for Notes Contacts to Outlook, you must ensure that the software is not running on your computer.

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

1. Click the **Start Menu → Control Panel** and then double click the **Add or Remove Programs** icon.
2. Select **Kernel for Notes Contacts to Outlook** and click **Remove**.

A warning message will be displayed.

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

3. Software Interface

Now that Kernel for Notes Contacts 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 Notes Contacts to Outlook comprises two main menus – File, and Help.

3.1.1 File Menu

The **File** menu comprises four menu items.

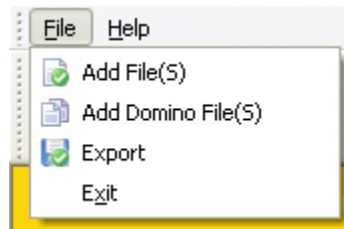


Figure 3.1: File Menu

Menu items in the **File** menu:

Field Name	Field Description
Add File(s)	Opens the Open window
Add Domino File(s)	Opens the Domino Server file selection window
Export	Opens the Save Option window
Exit	Closes the software

3.1.2 Help Menu

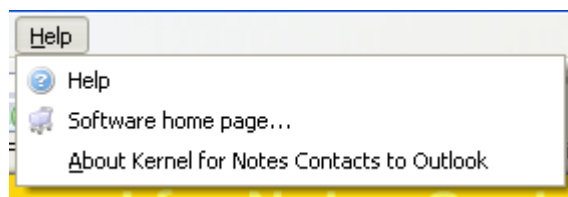


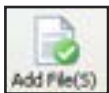




Figure 3.2: Help Menu

Menu items in the **Help** menu:

Field Name	Field Description
Help	Displays information pertaining to performing various tasks using Kernel for Notes Contacts to Outlook
Software Homepage	Visit software homepage on our website
About Kernel for Notes Contacts to Outlook	Displays version-related and support information of Kernel for Notes Contacts to Outlook

3.2 Tool-bar

Read the information in the table below to find out about the tool-bar buttons:

Button	Button Name	Button Description
	Add File(s)	Opens the 'Open' Window for listing the names.nsf file for conversion
	Add Domino File(s)	Opens the Domino Server file selection window
	Export	Opens the Save Option window
	Help	Displays the version- and support related information of Kernel for Notes Contacts to Outlook
	Buy Online	Purchase the Software from website

3.3 Status Bar

Status bar is displayed at the bottom of the software window. The text 'www.nucleustechnologies.com' is displayed on the status bar when you open the software. This text changes according to the actions which are performed with the tool bar buttons. The Status bar also displays the text 'CAP', 'NUM', 'SCRL' which

respectively correspond to the Caps Lock, Num Lock, and Scroll Lock keys on your keyboard. If any of these keys are pressed, the color of the corresponding text will turn blue/black.

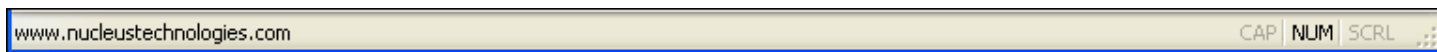


Figure 3.3: Status Bar

3.4 Customize User Interface

You can add or remove toolbar buttons by clicking:

▼ → **Add or Remove Buttons** → **Standard** in the toolbar and selecting appropriate buttons.

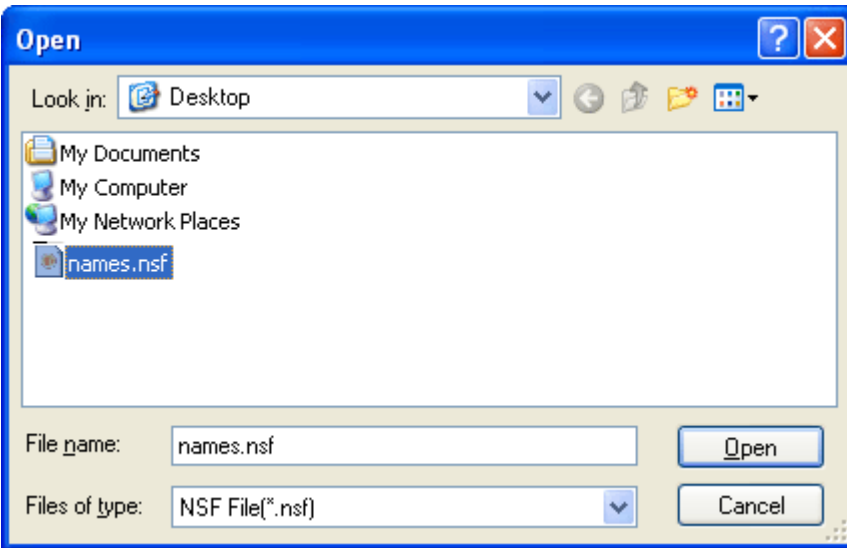


Figure 4.2: Select NSF File

3. Select the Name.NSF file.
4. Click **OK** to list the file in Kernel software.

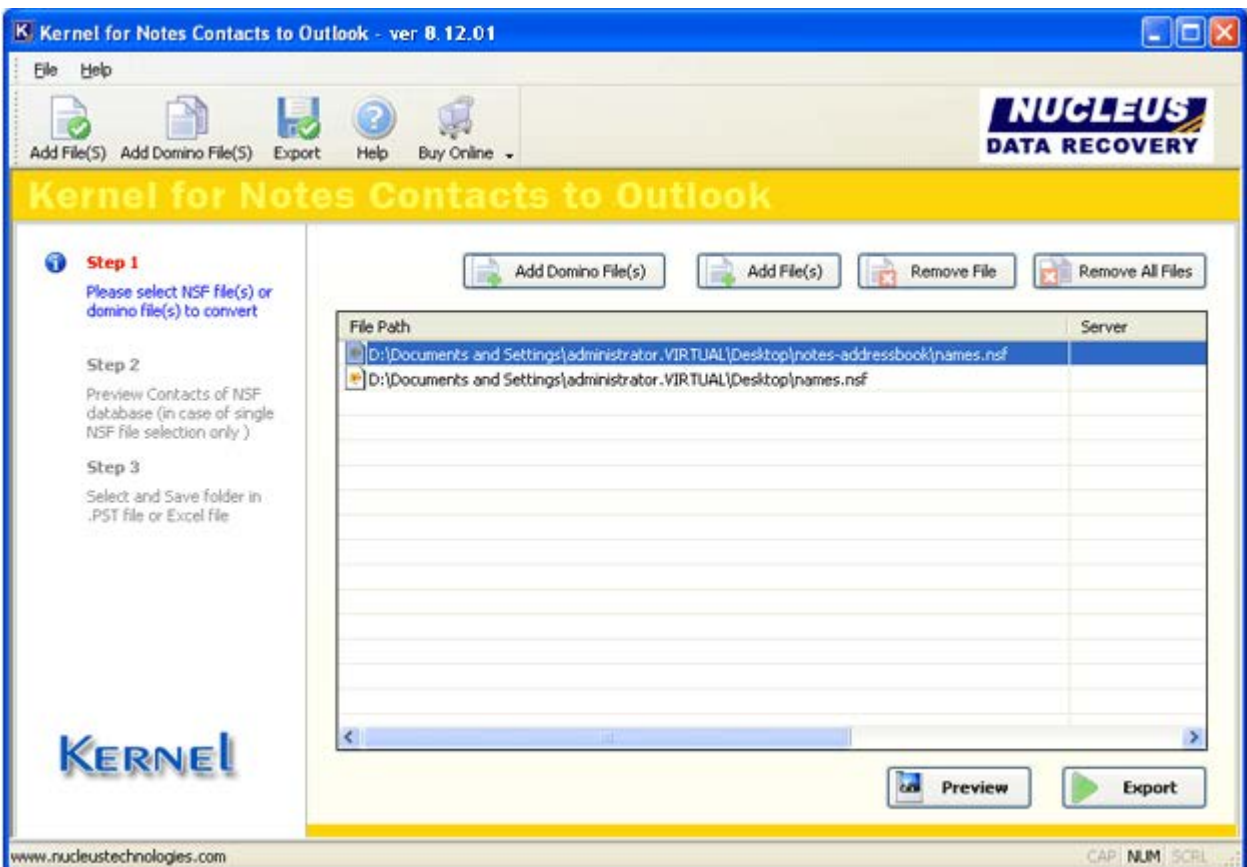


Figure 4.3: Selected NSF Files

5. Click **Preview** to view preview of the file contents before saving them or click **Export** to save the converted items in .PST or .XLS file.

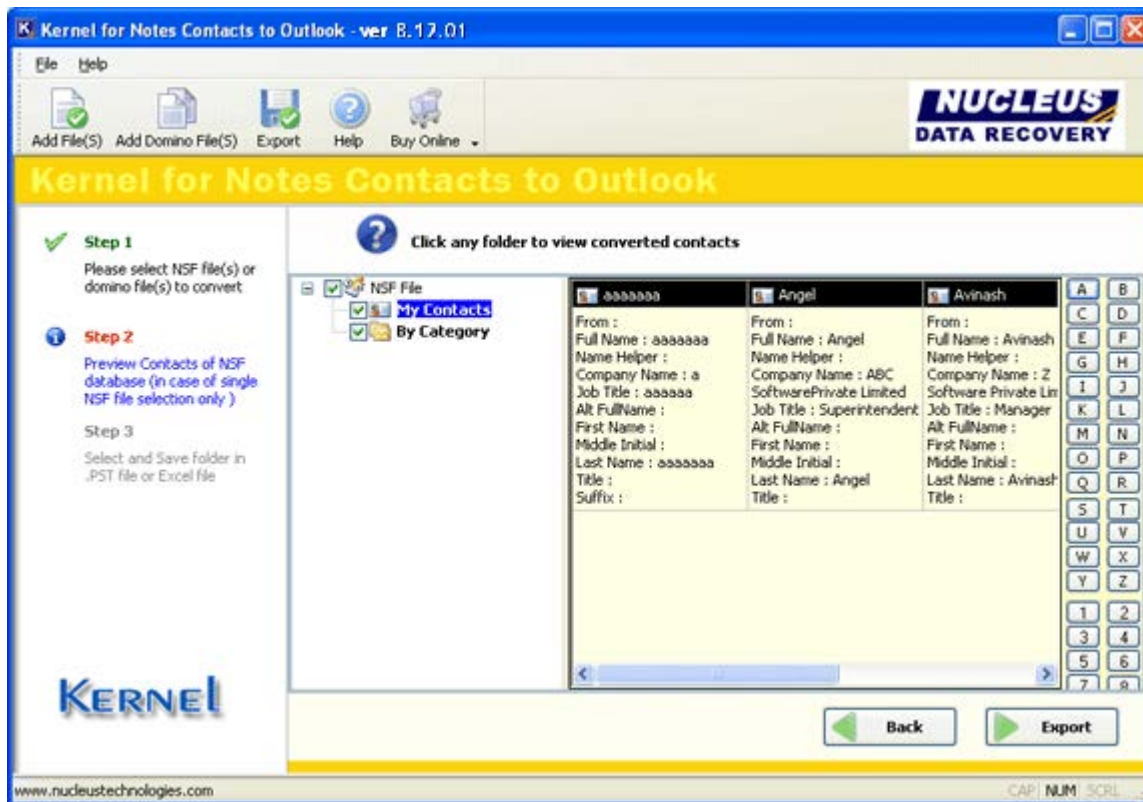


Figure 4.4: Preview of the File Content

6. When you click **Preview**, Kernel software displays preview of the converted contacts in two categories: My Contacts and By Category. The right pane displays the alphabetical and numeric filter options, where you can view the contacts details of specific user by filtering his name first alphabet. Click the alphabet, numeric value or the categories to view preview of the contact details before saving them.
7. When you click Export button the software provides you with two saving options:
- Save in PST: Saves the calendar entries to new or existing PST file
 - Save in Excel File: Saves the calendar entries to new .XLS file

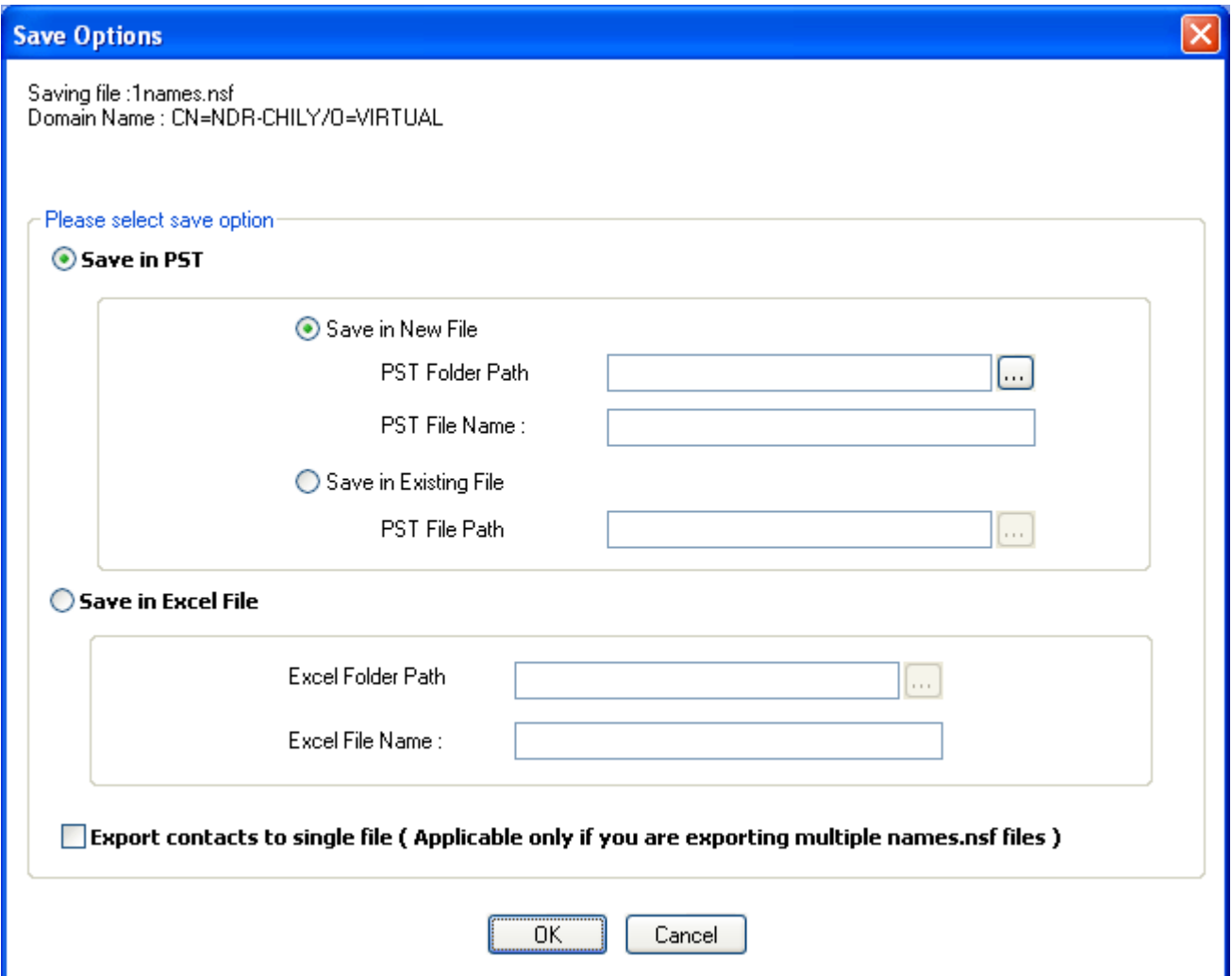


Figure 4.5: Select Saving Option

8. Export contacts to the desired file and the Names.NSF file will be converted.

4.2 Converting Names.NSF file from Lotus Domino Server Mailboxes

Kernel for Notes Contacts to Outlook software enables the administrators to convert the names.nsf file directly from the Lotus Domino Server. Access the Domino server with the help of Kernel software and convert the notes contacts to Outlook or Excel file by following these simple steps:

1. Launch Kernel for Notes Contacts to Outlook software.
2. Click **Add Domino File(s)**. Domino Server File Selection Window will appear to define the Domino Server settings.

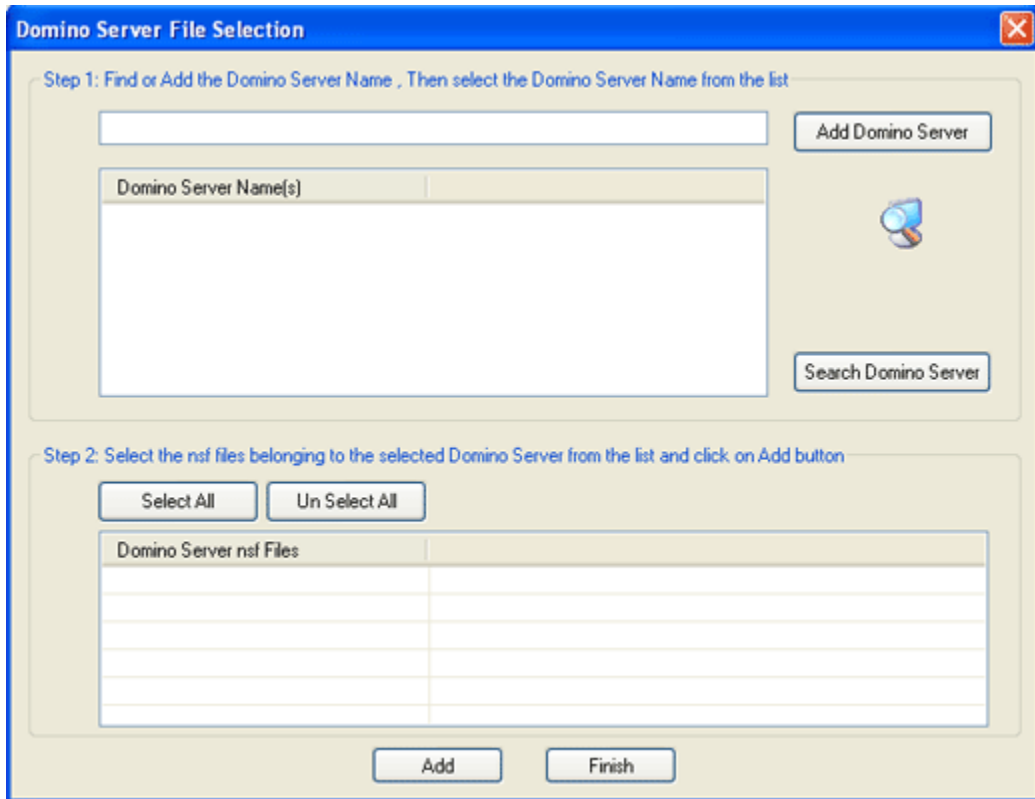


Figure 4.6: Domino Server File Selection Window

3. Click **Add Domino Server** to define the Domino Server name. If you want to search for Domino Servers that are available on the network, click **Search Domino Server**.
4. Kernel software asks for the ID file password to access the Domino server user mailbox. Type the password and click **OK**.

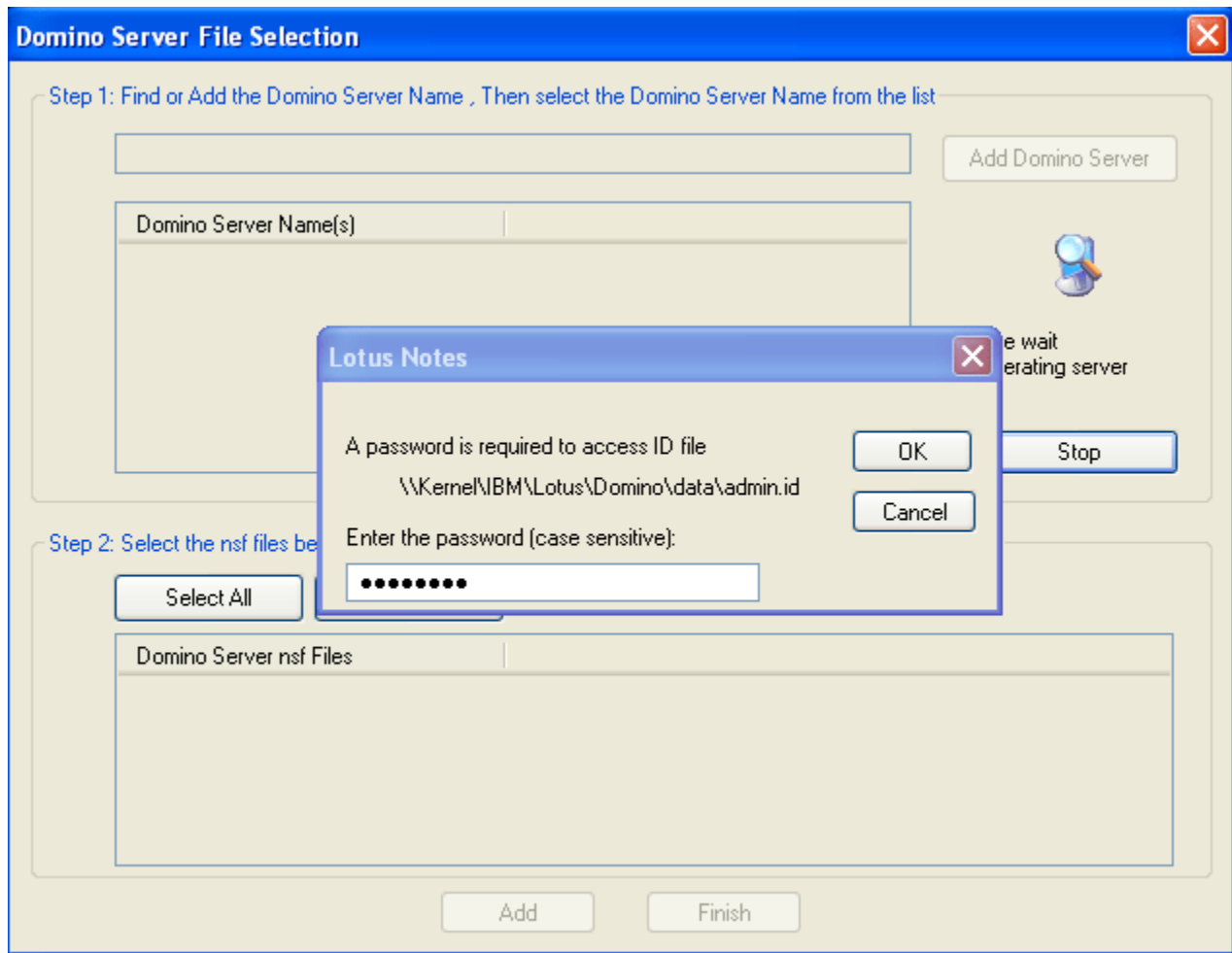


Figure 4.7: Search for Domino Server

5. Now all available Domino servers will get listed. Select the Domino server name from the list.

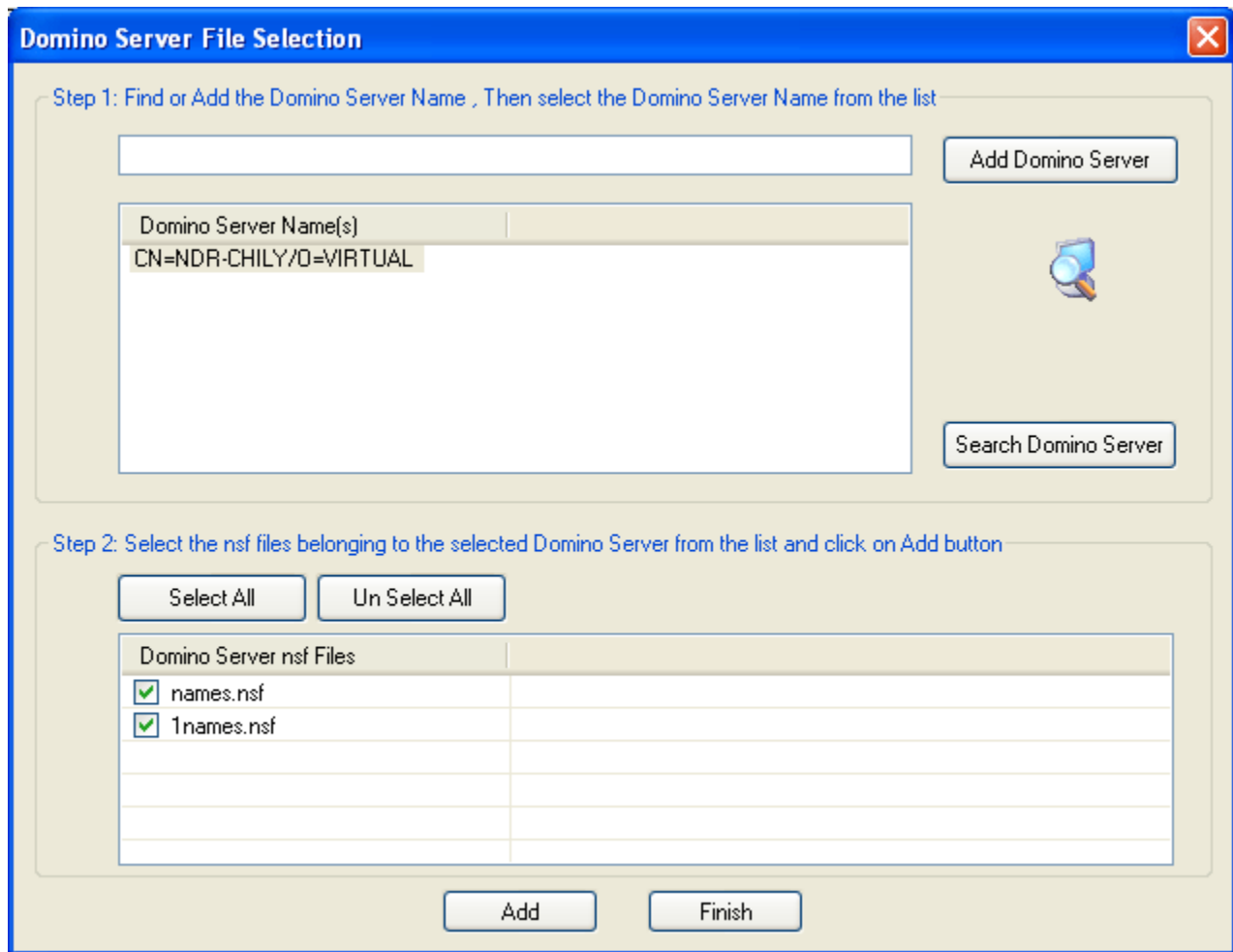


Figure 4.8: Available Domino Server

6. Select the Names.NSF file(s) and click **Add**.
7. Selected file(s) will get listed in Kernel software. Click **Finish** to close the window.
8. Select the file you want to save and click **Export**.

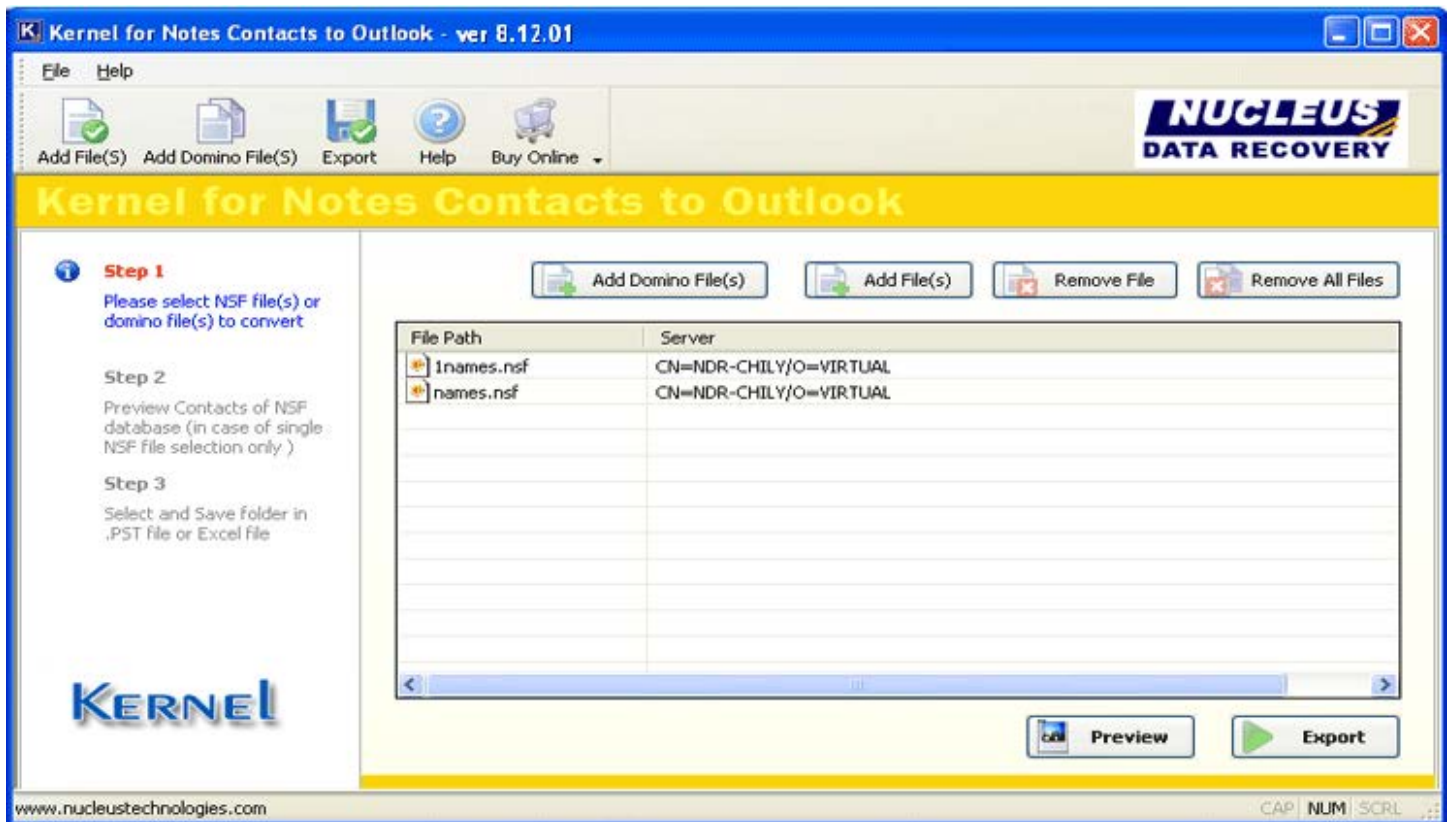


Figure 4.9: Select File to Export

9. When you click **Export** button the software provides you with two saving options:

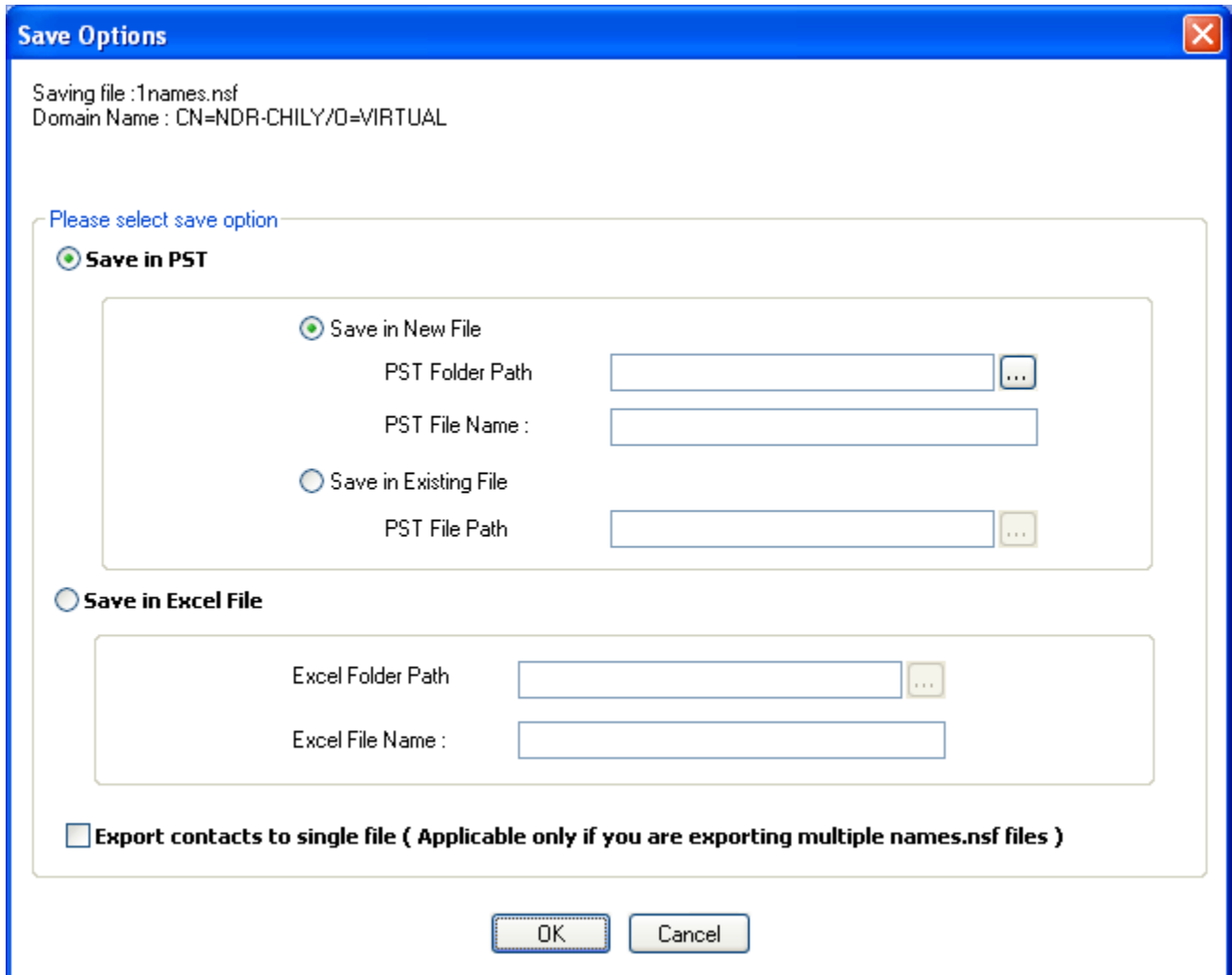


Figure 4.10: Saving Options

- Save in PST: Saves the calendar entries to new or existing PST file
- Save in Excel File: Saves the calendar entries to new .XLS file

10. Export Domino Server Mailboxes to the desired file.

5. Saving Converted Files

5.1 Save in Excel

To save the converted file in Excel, follow these simple steps:

1. Click **Save in Excel File** radio button. Define the Excel file path location where you want to save the file on your hard drive.
2. Name the Excel file and click OK. Kernel for Notes Contacts to Outlook will start the saving process.
3. Once saving process is complete, a message will be displayed. Click **OK**.

5.2 Save in PST

To save the converted file in PST, follow these steps:

1. Click **Save in PST File** radio button. In Save Options Window, define the PST file setting. To define PST file setting two options will appear i.e. Save in a New File and Save in Existing File.
2. If you want to save the converted items in any new PST file, define: PST Folder Path: The PST file path location where you want to save the file on your hard drive. PST File Name: The name of the PST files which you are saving.
3. If you want to save the converted items in any existing PST file, define PST file location where you want to save the converted file.
4. Click **OK** and the saving process will start. Once the saving process is complete, a message will appear. Click **OK**.

6. Full Version

Although you can use Kernel for Notes Contacts to Outlook evaluation version for free and experience the capabilities of the software but there are certain features that are not available in the evaluation version.

6.1 Requirement of Full Version

The free to evaluate demo version of Kernel for Notes Contacts to Outlook software is fully functional in its conversion capabilities. It will convert your names.nsf files to .PST file and .XLS and will show preview of the converted contacts with data. But due to demo limitations it allow you to convert only single Names.NSF file and save first five contacts existing in the NSF file.

You will need to buy the full version of the software to save desired Names.NSF files.

6.2 Purchasing Full Version

You can buy the full version of Kernel for Notes Contacts to Outlook from any one of our authorized resellers – Element5, Asknet and 2CO.

As soon the purchase transaction with our resellers gets completed, our sales team will send you an email comprising the URL to download the full version of Kernel for Notes Contacts to Outlook and activation details of the software.

7. Support

We have an extensive and efficient support system in place to assist our customers with all issues related to using Kernel for Notes Contacts to Outlook. The software comes with an embedded help manual that can be accessed by clicking **Help**→ **Help** in the menu-bar. You can also press the F1 key on the keyboard of your computer to access the embedded help of Kernel for Notes Contacts to Outlook.

We also have live support wherein you can chat with our software experts at <https://www.nucleustechnologies.com/supportcenter/>

To talk on phone with our software experts call:

Help line:

+91-9818725861

1-866-348-7872 (Toll Free for USA/CANADA)

You can also email us about your queries at;

sales@nucleustechnologies.com for Sales

support@nucleustechnologies.com for Support

contact@nucleustechnologies.com for General Queries

8. Troubleshooting

This section deals with your generic and specific queries pertaining to using Kernel for Notes Contacts to Outlook.

8.1 Common Issues

Why does Kernel for Notes Contacts to Outlook have limitations in evaluation copy?

The free evaluation version of Kernel for Notes Contacts to Outlook is intended to enable you to experience the capabilities of the software. With demo version of the software, you can convert contact addresses of single .nsf file and save only first five contacts per folder which exists in the .nsf file. You will need to buy the software to perform complete conversion and saving.

8.2 Frequently Asked Questions

How to Buy Kernel for Notes Contacts to Outlook?

You can buy Kernel for Notes Contacts to Outlook online at <https://www.nucleustechnologies.com/buy-notes-contacts-to-outlook.php>

I have lost my full version for Kernel for Notes Contacts to Outlook. Can you help me?

Please email us at sales@nucleustechnologies.com. Please include your name, address, email address, and order confirmation number (if you have it). We will be happy to help you.

9. Legal Notices

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