

GWAVA Inc.

GWAVA Retain

PST Import tool

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PST Importer

The Retain PST Importer is a tool which inputs mail from PST archives into the Retain system. The PST Importer is a utility which is installed on a Windows machine, local to the PST archive and works in coordination with the Retain Server.

System Requirements

Java Runtime Environment 6 (No other Java can be present on the system.)

Windows 7, Windows 2008 R2

Open and direct network connection to the Retain Server

NOTE: If the correct Java is not present in the system, the Importer install will not start, but will provide a link to the download of the 1.6 JDK. Select the correct version, (32 or 64-bit), download and install it. Due to the way Windows interacts with Java, there can be no other version of Java on the host machine. Uninstall any other version.

Installation

Installation of the PST Importer is simple. From the tools\pstimporter directory, locate the 'Retain-PST-Importer.exe' file and run it.

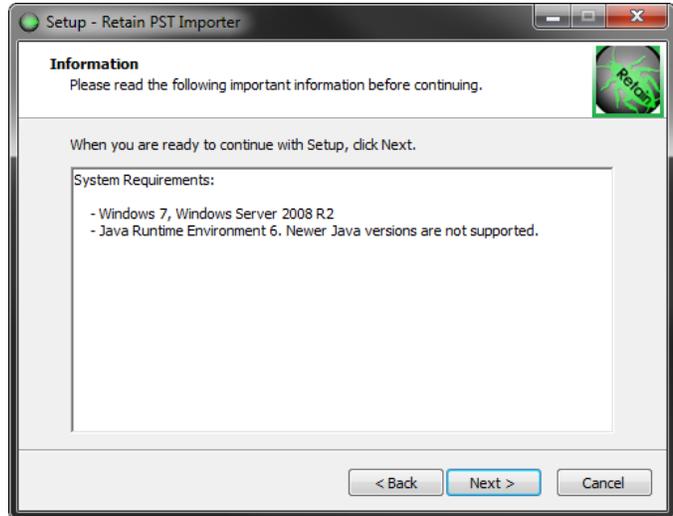
Once initialized, the installation will display this page. Select 'Next' to continue.



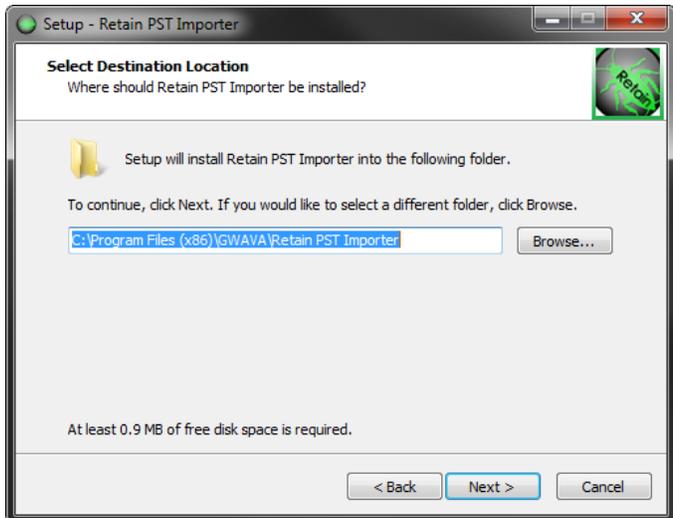
Accept the License agreement and select 'Next' to continue.



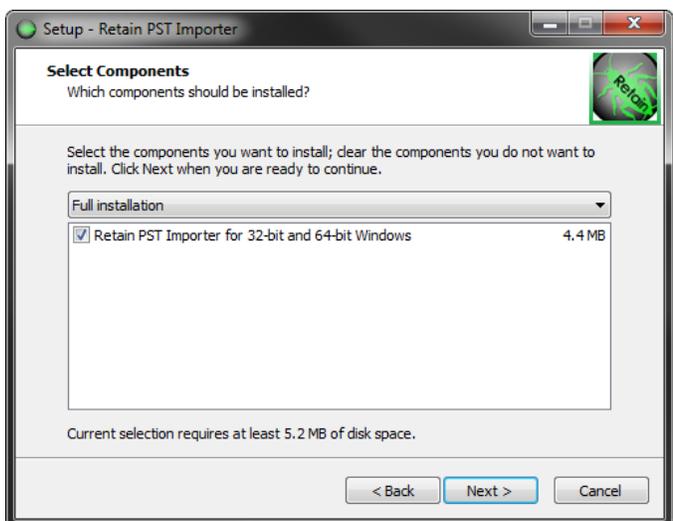
The System Requirements are listed. Select 'Next' to continue.



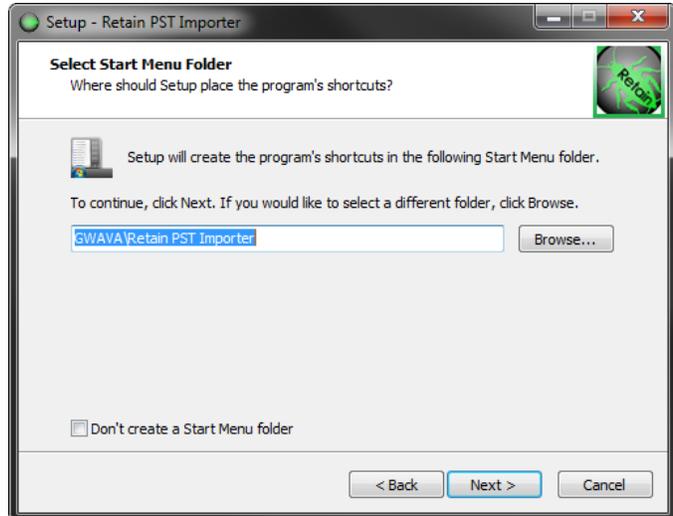
The installation folder is displayed. Change it as desired and select 'Next' to continue.



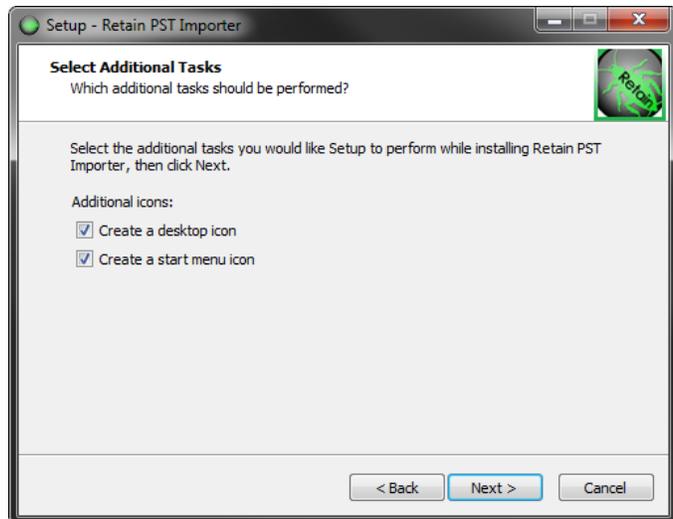
Installation scope is displayed. Select 'Next' to continue.



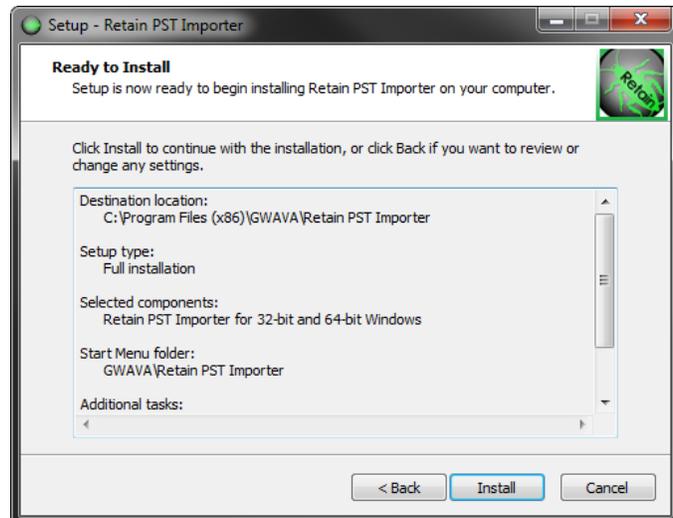
The PST Importer may be installed with a shortcut in any desired start menu folder. The default folder is displayed. Change as desired and select 'Next' to continue.



Select which icons are going to be installed in the system and select 'Next' to continue.



Review the installation settings. If any settings need to be changed or revised, use the 'Back' button to return to the appropriate pages and change them.



When correct, select 'Install' to install the program.

Once the installation is completed successfully, select the 'Finish' button.



Configuration and Use

The PST Importer requires a Worker configuration and a bootstrap file to know where and how to communicate with the Retain Server. A new worker must be created, configured, and the configuration file loaded into the PST Importer. Follow the steps below.

1. In the Retain Server administration console, create a new Worker. It would be appropriate to name it 'Importer' or 'pst importer' for ease of remembrance, but any name desired will do. Remember that this worker should never be configured with any jobs in the Retain Server. A general configuration is all that is required; no specific settings need to be changed from default, except the connection information if it needs to be modified in accordance to the needs of the local network. It is imperative that the PST Importer has an open connection to the Retain server. When the settings are correct, save the new Worker.

Worker

Polling Logging Connection **Module specific** Status Bootstrap

Server Connection

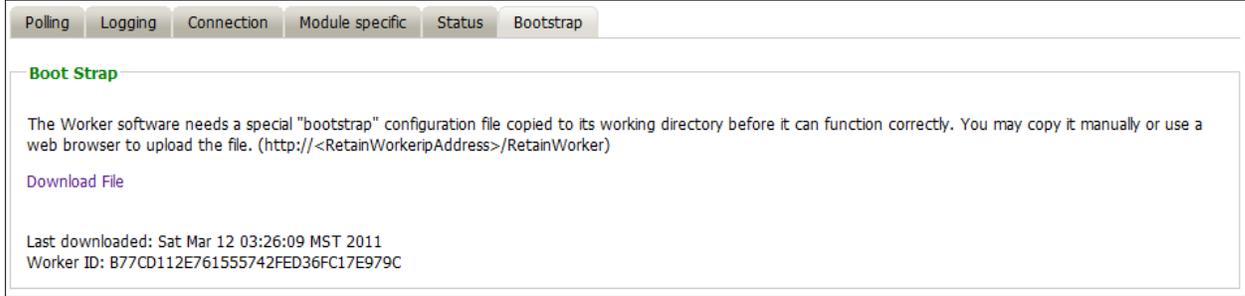
The worker will need to know how to connect to the Server. It is highly recommended that you use a DNS host name for the Host Name. It's important to note that you are specifying the URL from the point of view of the **Worker contacting the Server**, which may or may not match the URL you'd use from your browser to reach the Worker or Server.

For administrators using the Reload interface, note the worker password assigned must be the same for each worker that contacts the Reload Server. As part of setting of the Reload Server, you must know this password.

Server Protocol	http
Server Host Name	10.1.12.60
Server Port	48080
Server Path	/RetainServer
Worker Password (Password is default)

Note: Changing any of these parameters will require recopying the worker bootstrap file!

2. Download the bootstrap file.

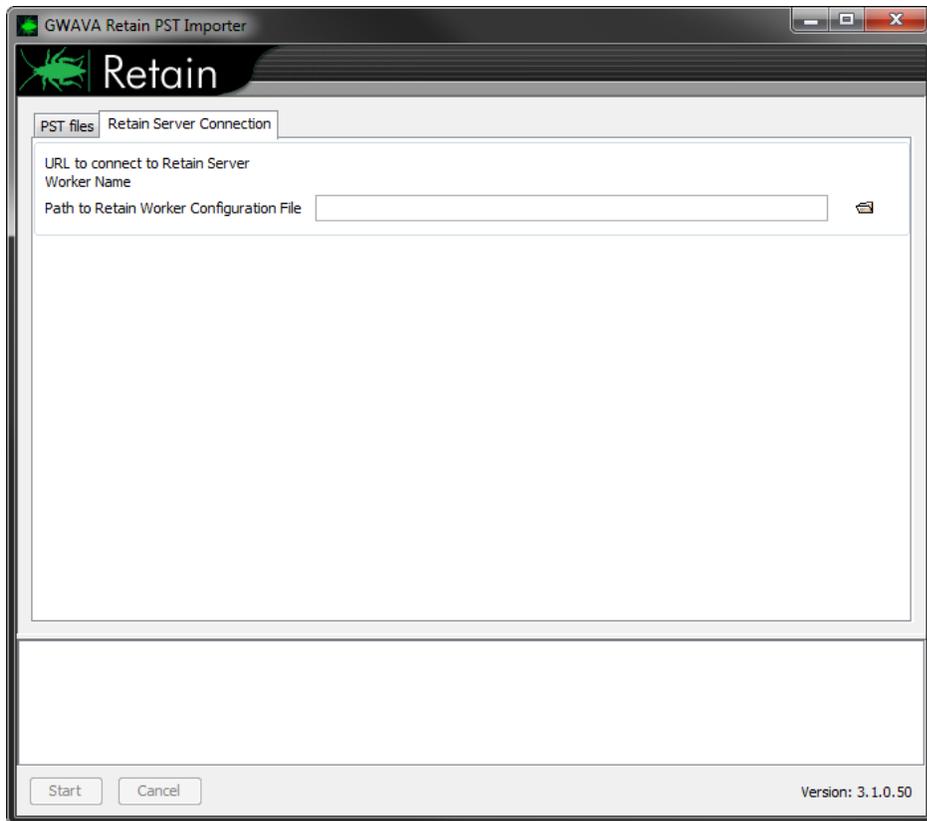


3. Run the PST Importer utility. Locate the Retain PST Importer icon or start menu item and run the program.



On initial startup, the Retain PST Importer opens to the configuration page.

The worker configuration file contains all the connection information for the Retain Server. (If the location changes, the worker configuration file will need to be re-downloaded.)



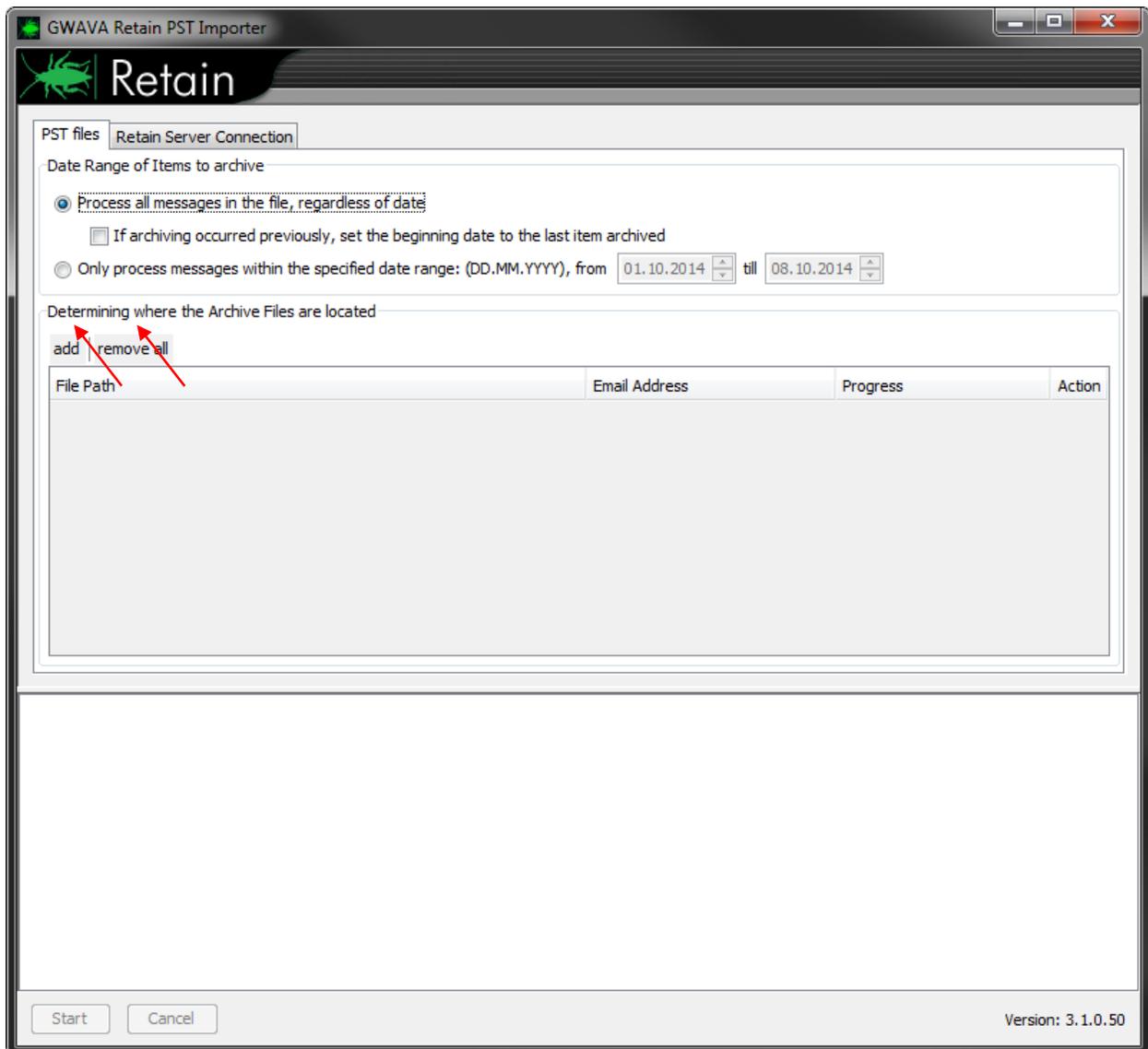
4. Upload the Worker Configuration file to the PST Importer.

Select the Retain Server Connection tab, where the bootstrap file is specified and select the 'folder' to browse to the file location. Select the appropriate worker configuration file and load it into the Import tool.

Use

Use of the PST Importer is very simple. The PST Importer tool may be restricted to import only messages in the archive which fall into a specified date range or it will attempt to import the entire archive.

If a previously running archive job had already been performed, the tool may resume importing the archive into Retain where it left off.



To add or remove an archive to or from the PST Importer tool, use the 'add' and 'remove all' buttons at the top of the archive window. Adding an archive opens a browse window to allow selection of the archive. To remove all the archives from the list, select 'remove all'.

When the desired archive or archives have been added, select the 'Start' button to begin importing the archive. Rolling information is displayed in the information window at the bottom of the screen.