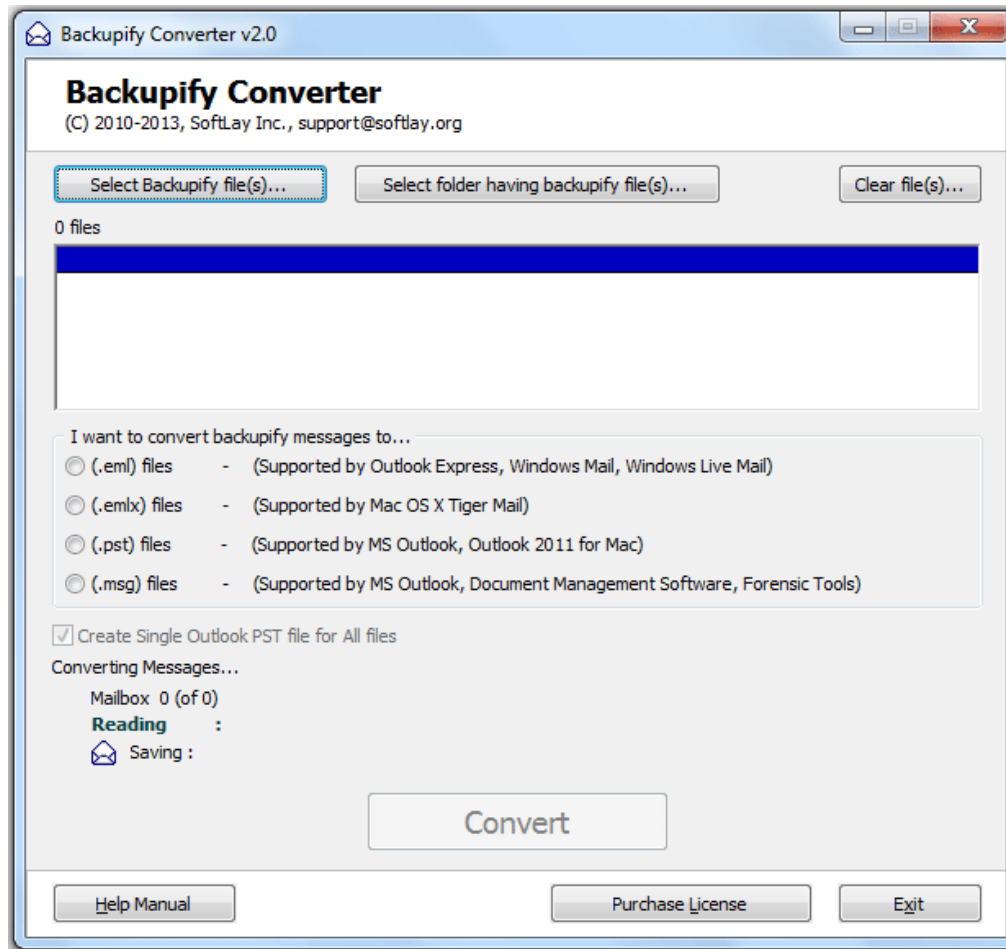# "BACKUPIFY CONVERTER – STEPS FOR MIGRATION"

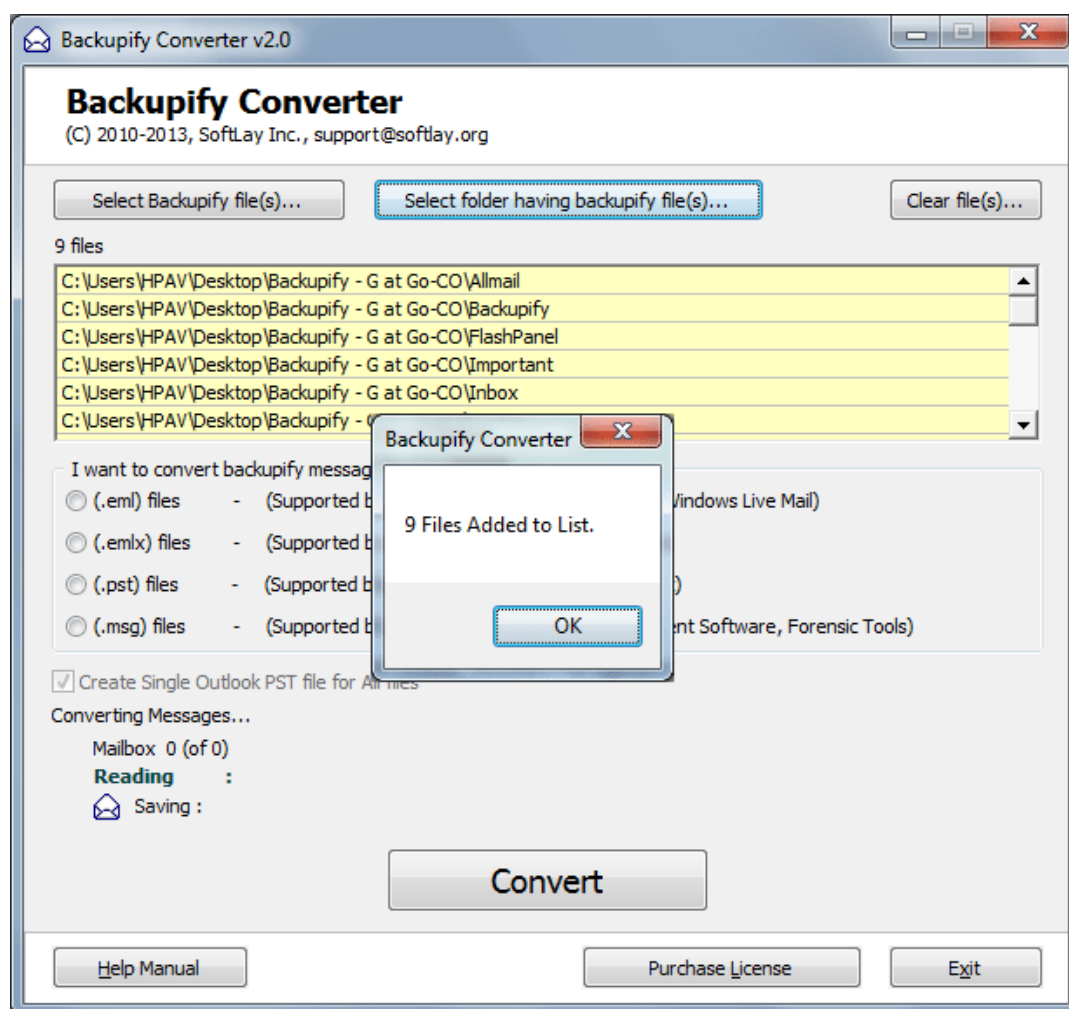**Step1**: Download and Install licensed version of **Backupify Converter** on your Windows machine. Launch Backupify Converter Go to **Start** » **All Programs** » **Backupify Converter** » **SoftLay Backupify Converter**.

Step2: There are two options to select your Backupify emails or folder click on any one with which you want to perform the migration.
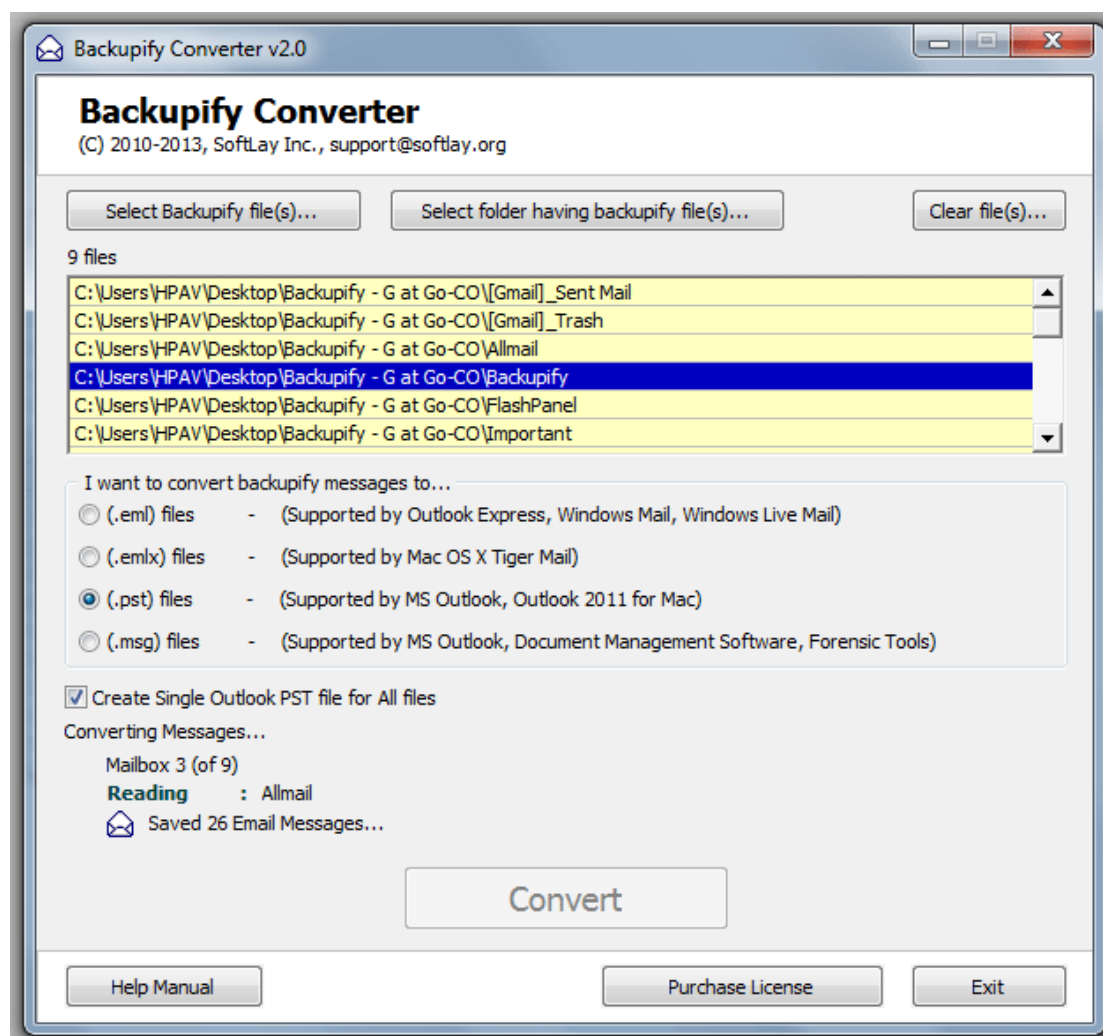
- **Select (Backupify) files** - To select and convert 1 file at one time
- **Select folder having (Backupify) files** - To select and convert multiple files at one time.

Also our Backupify Converter will not ask you to rename your files with any extensions it will directly select the file as it is. There is no need to rename the file for selection.
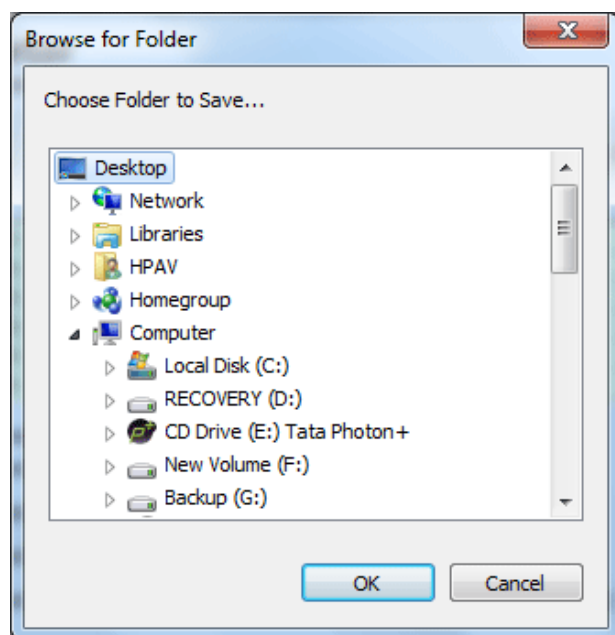
Step3: Now select the format in which you want to save your Backupify file emails. If you select .PST format then there is another option to create single PST for all Backupify emails or you can uncheck the tick mark and can save all your files into separate PST files.

Select Output format as (**.pst files**) - supported by MS Outlook as to convert Backupify to Outlook **2003/2007/2010** format using our **Backupify Converter**.
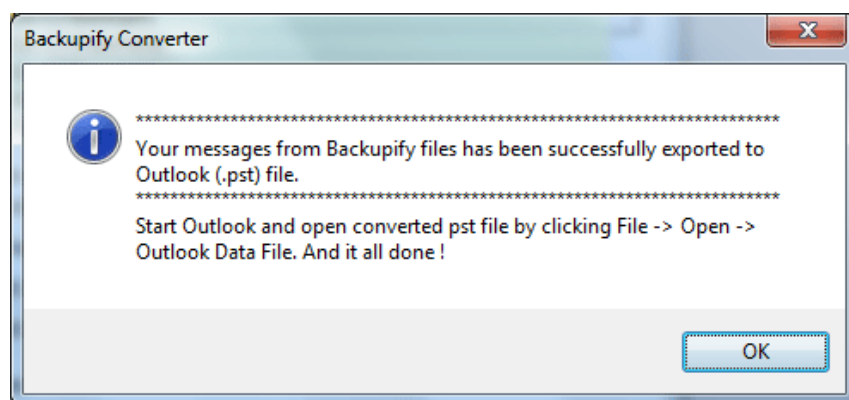
Step5: After select output format please click on **Convert** button it will ask you to choose folder to save on your desirable location now save converted PST files on destination path to start the conversion process from Backupify to Outlook.

In the below screen you can see conversion is started.

Step6: After successfully converted Backupify to Outlook a confirmation message box will appear as shown below.

After successfully convert your BACKUPIFY files to PST files you can open the converted PST into any version of Outlook and check the converted PST by yourself.
Open Outlook >> Go to File menu >> Open >> Outlook data file.

You can also select other format to convert your BACKUPIFY files as per your requirement: **EML/EMLX/MSG**