



IMAP Backup Tool

www.cigatisolutions.com



SOFTWARE GUIDE



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1. Software Installation

For proper system installation of the **Cigati [IMAP Backup Tool](#)**, your computer should have the minimum configuration requirements that are mentioned below.

Minimum System Requirements

Processor	Intel® Pentium 1GHZ Processor(x86, x64) or equivalent
Hard Disk	500MB of Free Hard Disk Space Required
Memory	Minimum 512MB (1GB Recommended)
Operating System	Windows 10 and all below Versions

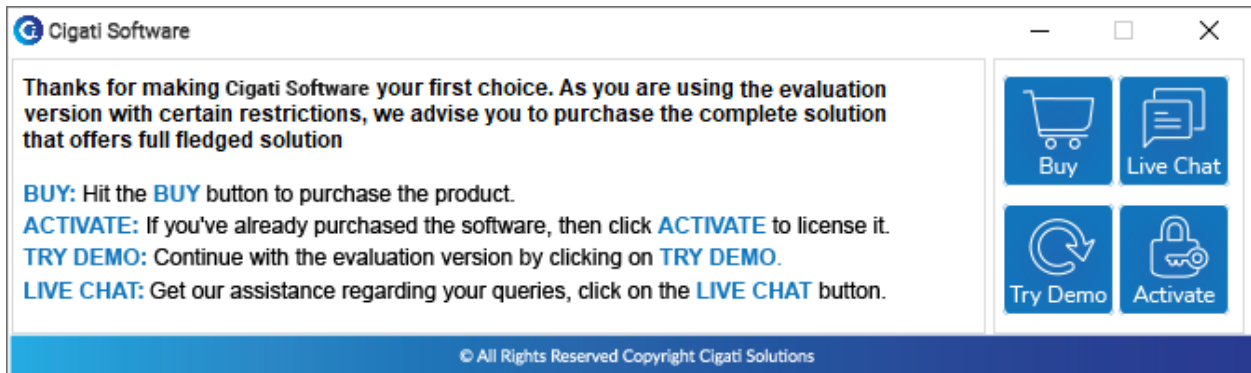
Installing the Software

To install the **Cigati IMAP Backup Tool**, you need to follow the below installation steps precisely.

- Firstly, navigate to the [Cigati Solutions](#) website.
- Go to the **IMAP Backup Tool** page and download the tool.
- Now, click on the downloaded file to start the installation setup.
- Press the **Next** icon to proceed further in the steps.
- Choose the location on your PC to install the software and hit **Next**.
- Once the installation completes, tap on **Finish** to exit the setup.

Evaluation Version Tab Buttons

As you launch the demo version of the software, the following buttons are displayed on the first tab that is displayed.



Buy: It redirects you to the [Purchase now](#) webpage, from where you can buy the licensed version of the software.

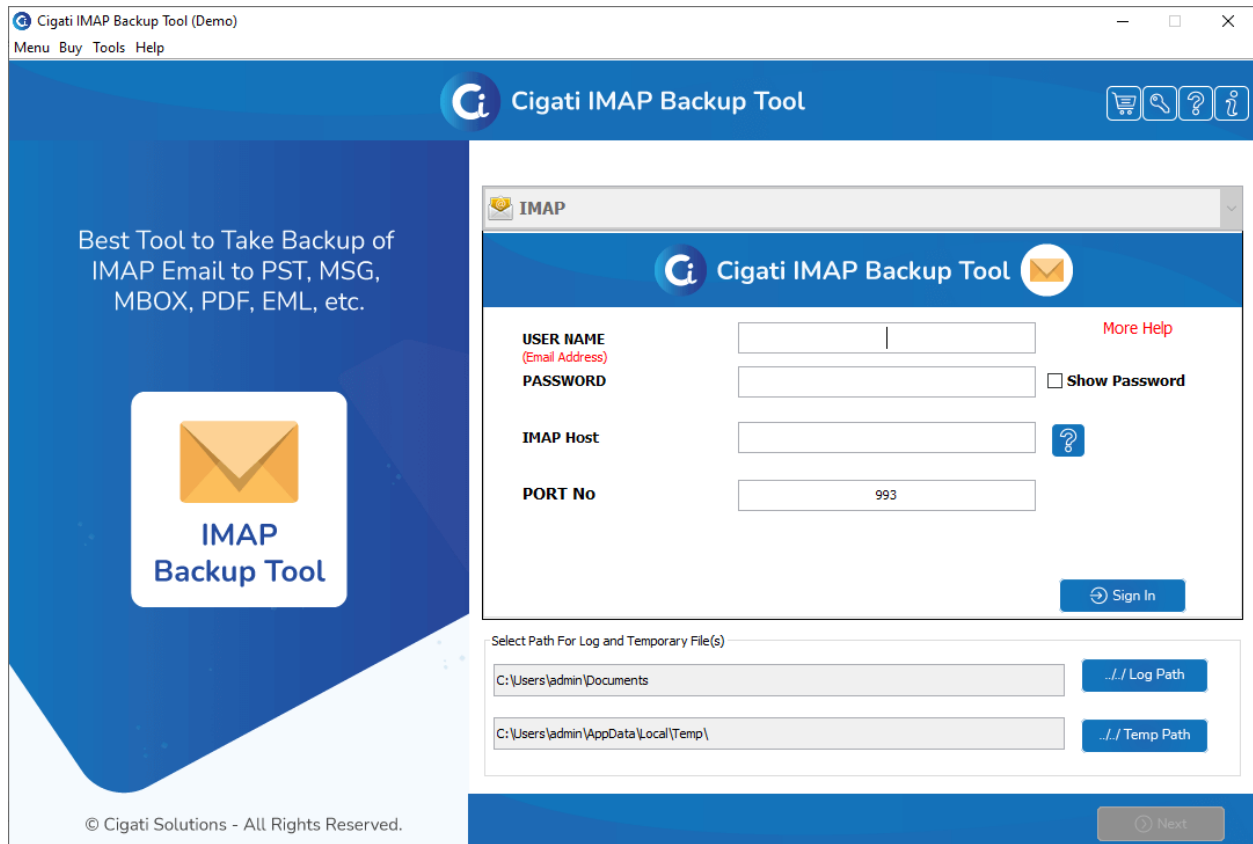
Live Chat: This button will take you to the [Customer Support](#) page if you require any technical support.

Try Demo: It opens the demo version of the utility that comes with some restrictions.





Activate: You can activate your software with this button using the Order Id and [Activation](#) Key if you have already made the purchase.

2. User Interface

You will see the below user interface as you open the **Cigati IMAP Backup Tool**.

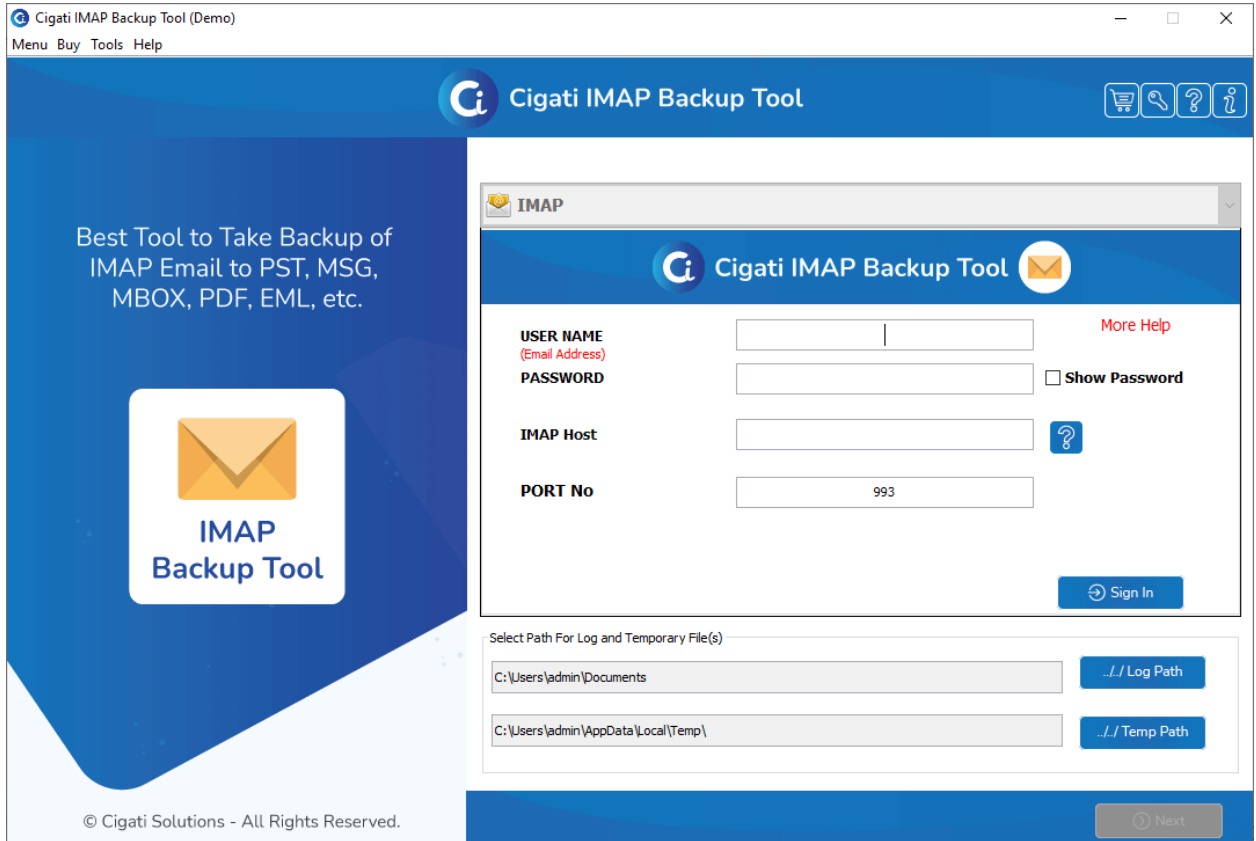


You can use the four icons displayed on the tool for their below-mentioned functions.

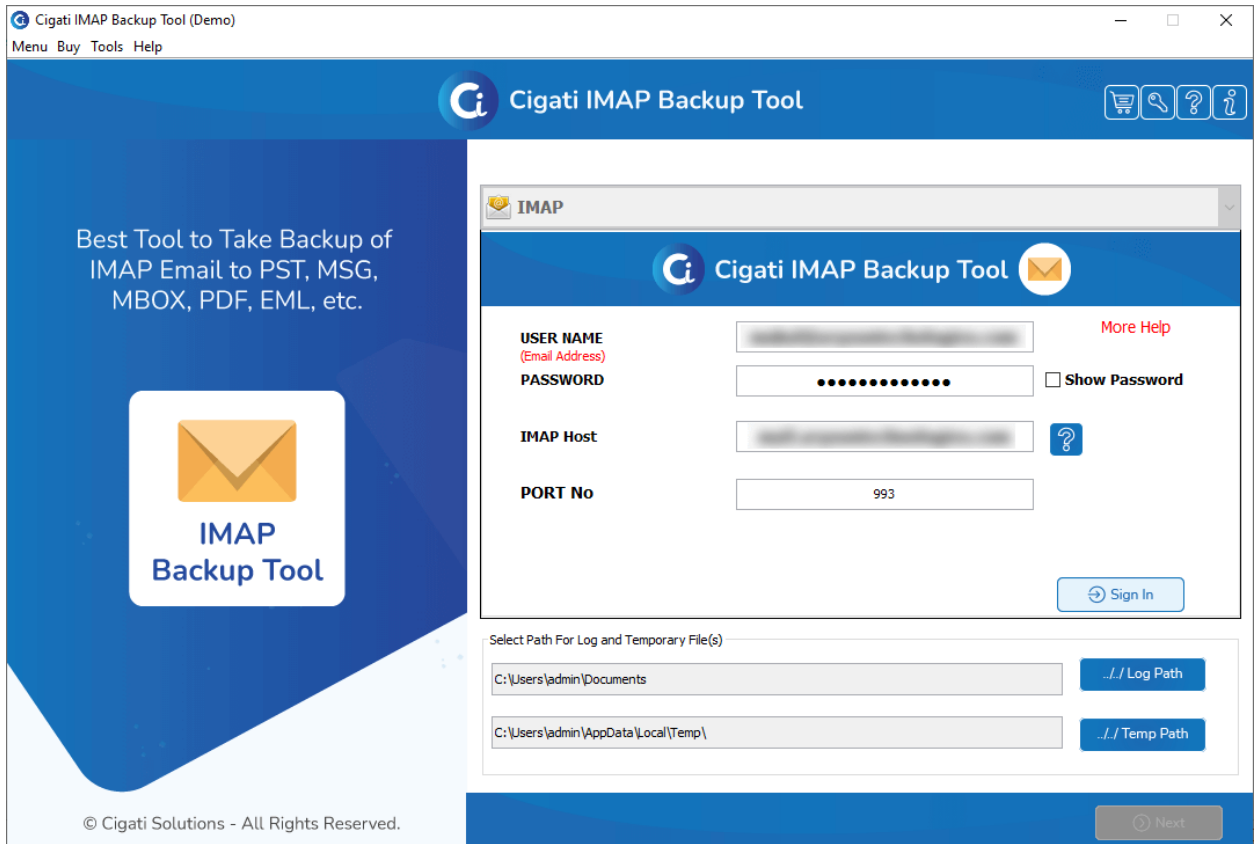
	Buy	Click on this button to buy the licensed version of the software.
	Activation	You can activate the full software using the Order ID and Activation Key with this icon.
	Help	Tap here to learn more about the working and features of the software.
	Info	If you require any information about the software, you can press this icon for the same.

3. Working Procedure of the Software

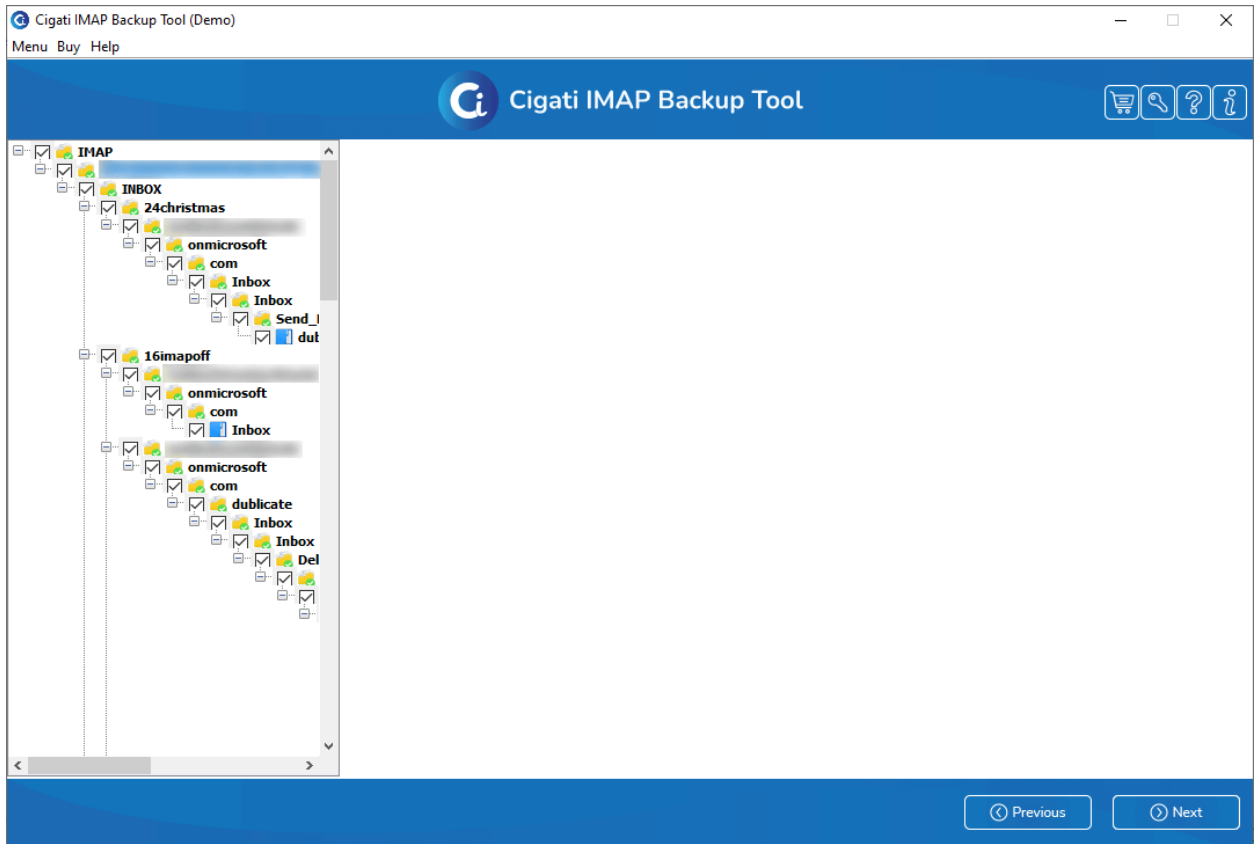
1. Download the **Cigati IMAP Backup Tool** and **run it as administrator**.



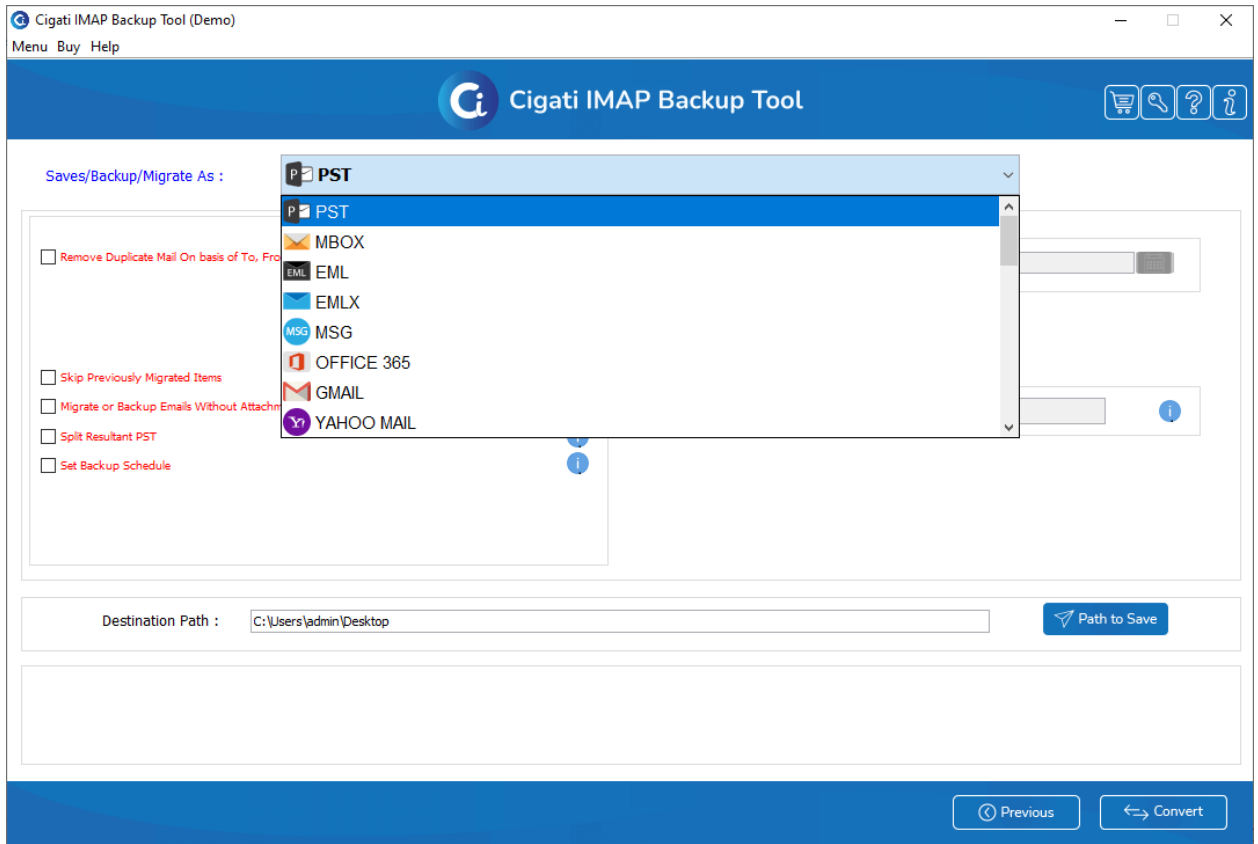
2. Enter the **username, password, IMAP host, and Port no.** of your IMAP-supported email client. Then, click on the **Sign In** button.



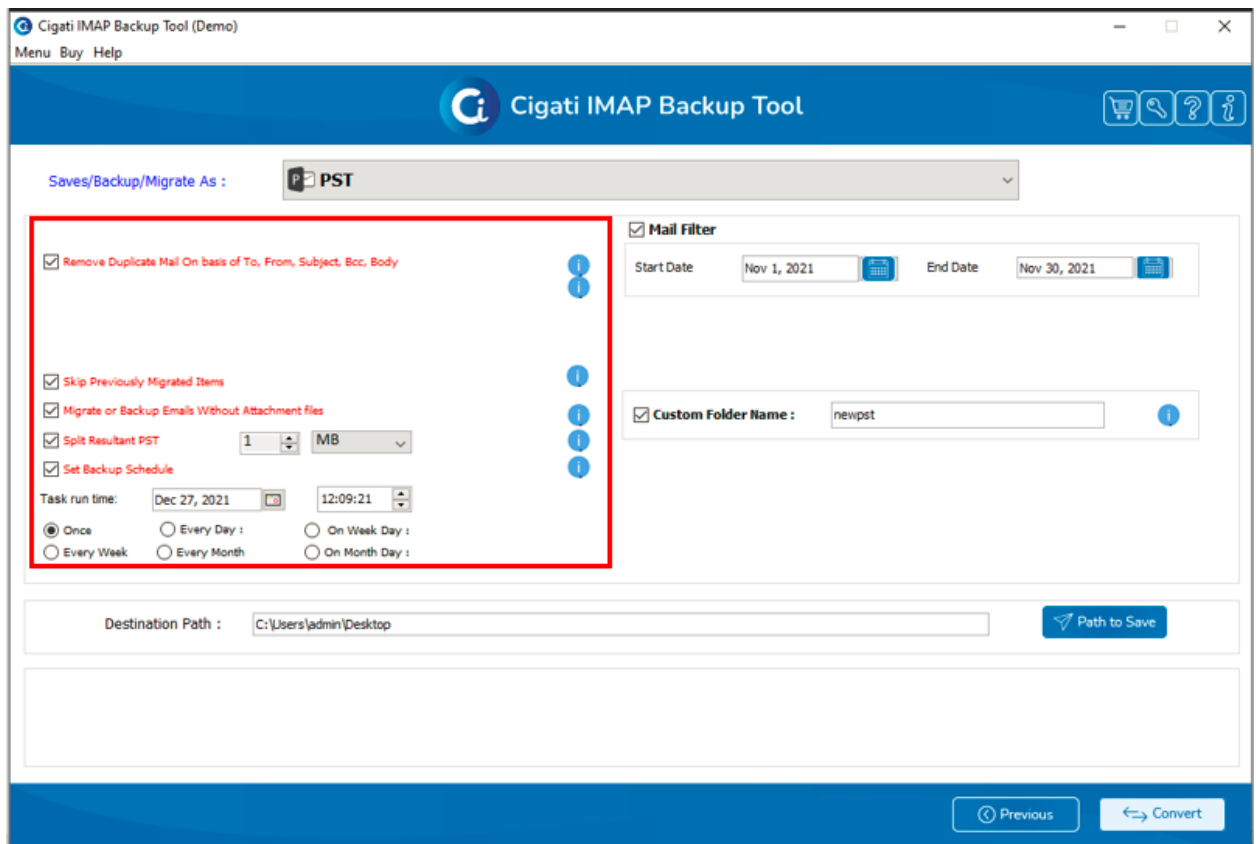
3. Now, **check the folders** in the tree structure that you want to backup and click on **Next** to proceed ahead.



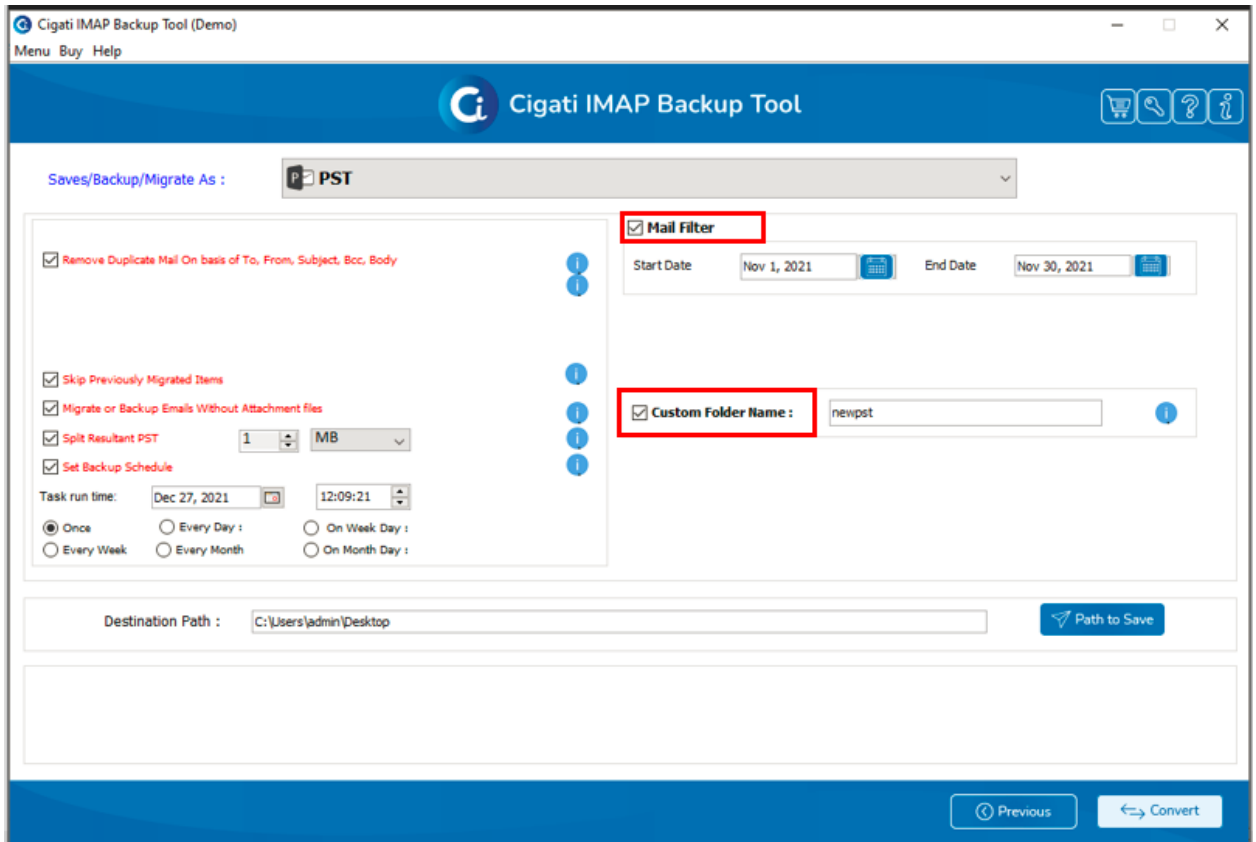
4. **Select the resultant file folder/email client from the dropdown menu of the Save/Backup/Migrate As option.**



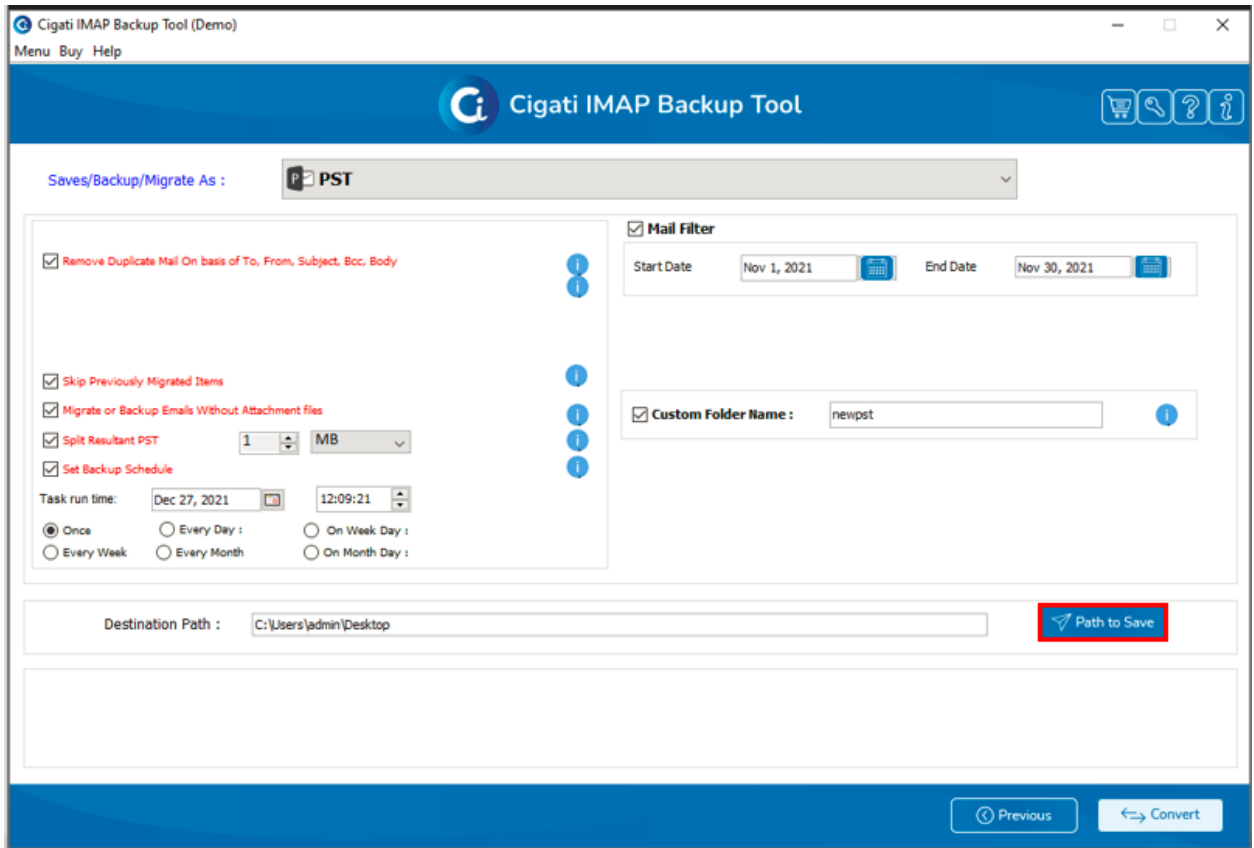
5. This wizard facilitates you to select its advanced features. It will help you to optimize the whole process.
 - a. **Remove Duplicate Mail on basis of To, From, Subject, Bcc, Body:** It prevents the multiple migrations of the same email which helps in effectively utilizing the storage space.
 - b. **Skip Previously Migrated Items:** If you have already done the backup/migration with the help of this software then it helps to skip previously migrated emails to optimize the storage space.
 - c. **Migrate or Backup Emails Without Attachment files:** This option helps in migrating the emails without their attachments.
 - d. **Split Resultant PST:** In case you want to backup IMAP emails to PST, then you can opt for this feature to split the oversized PST files into smaller ones.



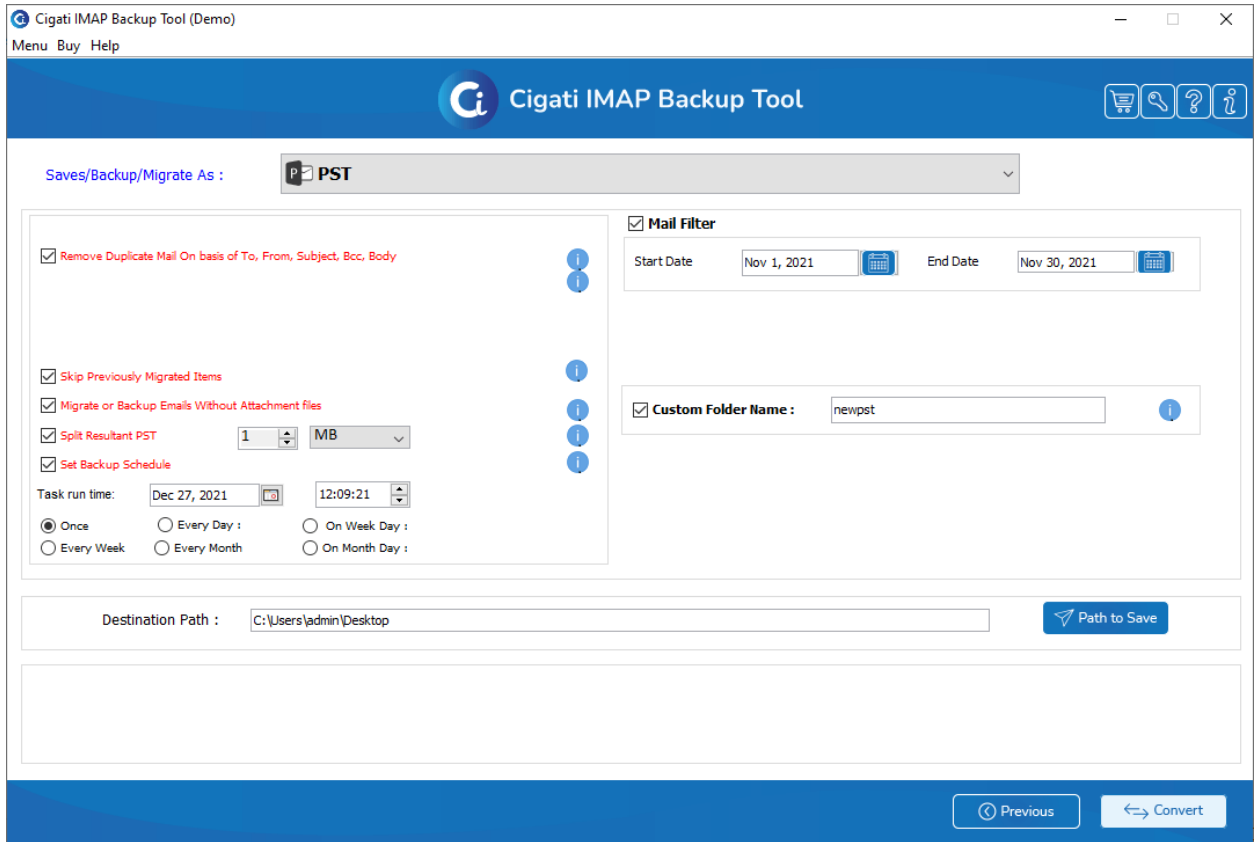
6. Moreover, this utility also allows you to define the specific file folders within a particular date range. You can also define the resultant folder name
- Mail Filter:** It allows you to define the date range for selecting particular IMAP emails.
 - Custom Folder Name:** With this option, you can specify the resultant folder name.



- Now, click on **Path to Save** to choose the location on your PC where you want to save the backup folder.



8. Then, click on the **Convert** button to start the process.



9. In the end, you can download the report of the backup process by clicking on the **Download Report** button.

