



Kernel for Outlook Duplicates



User Guide



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1 About Kernel for Outlook Duplicates

Welcome to the user manual for Kernel for Outlook Duplicates, a powerful tool to quickly remove Outlook duplicate email items. It detects, manages and removes duplicate Outlook items accurately.

This user manual provides step by step guidelines on using Kernel for Outlook Duplicates.

1.1 Using this Manual

This user manual is intended to guide users on using Kernel for Outlook Duplicates. 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 Outlook Duplicates. You can use the table of contents to navigate through different sections of this user manual.

1.2 Introduction to Kernel for Outlook Duplicates

Kernel for Outlook Duplicates is a small but powerful tool to remove duplicate items from MS Outlook user mailboxes. Duplicate email items are ubiquitous and unnecessarily add to PST file size. By using Kernel for Outlook Duplicates, the Outlook mailbox PST file is reduced to a large extent. The software eliminates the labor of manual browsing and manual removing of duplicates from the mailbox one by one.

Kernel for Outlook Duplicates is helpful in the following scenario

- Duplicates adding to the size of a PST file
- A lot of space is being wasted due to duplicate emails
- Outlook and system speed are getting slow due to the presence of duplicates
- Fear of crossing of PST files size limitation due to an increase in the size of a mailbox

Kernel for Outlook Duplicates thoroughly searches for the duplicate items in MS Outlook folders and then process them as required by you. You can delete the duplicates permanently, mark them as expired, move to Deleted Items folder, flag them up, copy to folder and move to another subfolder. Kernel for Outlook Duplicates not only looks for duplicate email items but also acts upon them as required by the user according to his needs.

1.3 Key Features

Distinguished features of Kernel for Outlook Duplicates software are:

- Removes MS Outlook duplicate email items precisely and accurately
- Helps in reducing PST file size by removing duplicates
- Detects duplicate email items and allows user to deal with duplicates in number of ways
- Duplicate email items can be
 - ✓ Deleted permanently
 - ✓ Marked as expired
 - ✓ Moved to 'Deleted Items' folder
 - ✓ Flagged
 - ✓ Copied to subfolder
 - ✓ Moved to subfolder
- “N” number of PST mailbox files can be selected at a time for detecting duplicates
- Provision of selecting time range of emails and other items for scanning and detection of duplicates
- Properties like text, subject, sender email, sender name, receiver name, internet header, date and time of sending, attachment files used to compare emails for duplicity
- Creation, importing, and exporting of tasks for removing duplicates
- Provision of saving compared or duplicate results in HTML format
- Easy-to-use wizard, very much simple to operate

1.4 System Requirements

Make sure that your computer is appropriately configured to run Kernel for Outlook Duplicates. Following are the minimum system requirements for installing and running Kernel for Outlook Duplicates:

1.4.1 Basic System Requirements

- Pentium Class Processor
- 256 MB RAM
- 50 MB of free disk space for software installation

1.4.2 Supported Windows OS Platforms

- Windows 10
- Windows 8/8.1
- Windows 7
- Windows Vista
- Windows 2003
- Windows XP
- Windows 2000

1.4.3 Supported Outlook Platforms

- MS Outlook 2000 and above

2 Understanding the User Interface

Now that you have understood the features and potential of Kernel for Outlook Duplicates, you are ready to get a hand on experience of the software.

2.1 Task Panel

With the launch of Kernel for Outlook Duplicates, on the top front, you will see the Task Panel. It shows you the list of tasks you created and their descriptions. Tasks are created with the help of the Add Task button as provided in the main window of the software.

Task Name	Description
DELETE	Delete all duplicates
MOVE DUPLICATES	move to Deleted Items
FLAG	flag duplicates

Figure 2.2: Task Panel

2.2 Display Panel

Display Panel at the lower half of the main window gives you the complete details of the selected task. Tasks are selected from Task Panel and their complete details like task name, task description, selected folders, process, operation, subfolder name(if any), comparison criteria get displayed in the Display Panel.

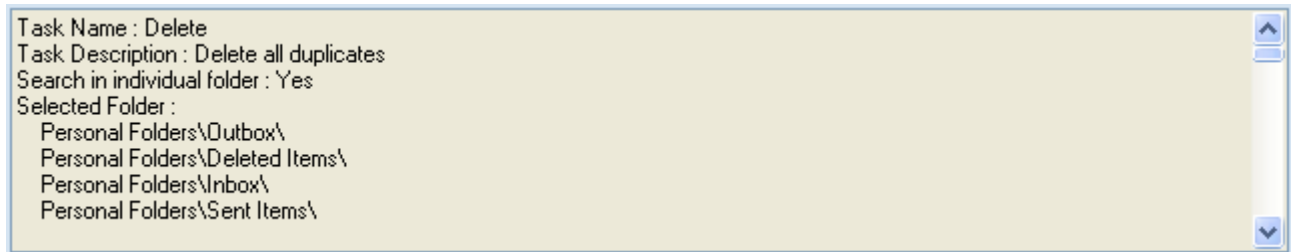
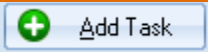
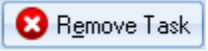


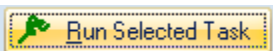


Figure 2.2: Display Panel

2.3 Buttons Used

Following are the main buttons used for removing duplicates from MS Outlook mailbox folders:

Button	Button Name	Button Description
	Add Task	Add Task button to create a task for searching and managing duplicates
	Remove Task	Remove Task button to remove any created task
	Import Task	Import Task button to import task(s) saved on the hard disk
	Export Task	Export Task button to save any created task at a safe location
	Run Selected Task	Run Selected Task button to run the selected task

3 Install and Uninstall

3.1 Install


For installing Kernel for Outlook Duplicates, follow the given simple steps:

1. Download the installer file for Kernel for Outlook Duplicates from the website.
2. Double-click the Kernel for Outlook Duplicates installer.
3. Follow the on-screen instructions.
4. The **Setup Installation Complete** message will be displayed.
5. Click the **Finish** button to launch the software.

3.2 Uninstall

To uninstall Kernel for Outlook Duplicates from your system, you can use any of the two methods described below:

1. Uninstall from Windows Start menu
2. Uninstall from Control Panel

 While un-installing, make sure that no component of Kernel for Outlook Duplicates software is running in the system background.

3.2.1 Uninstall from Windows Start Menu

To uninstall Kernel for Outlook Duplicates from the Windows Start menu, follow these steps:

1. Click the **Start** button from the Windows menu.
2. Click All Programs > Kernel for Outlook Duplicates > Uninstall Kernel for Outlook Duplicates.
3. A warning message before un-installing will be displayed on the screen. Click **Yes** to uninstall the software.

Kernel for Outlook Duplicates is now successfully uninstalled from your computer system.

3.2.2 Uninstall from Control Panel

To uninstall Kernel for Outlook Duplicates from Control Panel, follow these steps:

1. Click the **Start Menu > Control Panel** and then double click the Add or Remove Programs icon.
2. Select Kernel for Outlook Duplicates and click Remove.
3. A warning message before uninstalling the software will be displayed on the screen. Click **Yes** to uninstall the software.

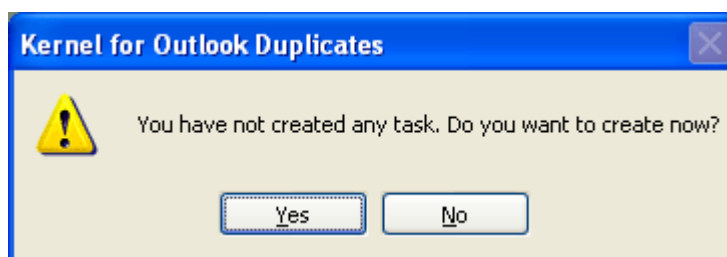
Kernel for Outlook Duplicates is now successfully uninstalled from your computer system.

4 Removing Duplicates

Kernel for Outlook Duplicates provides an easy way to remove Outlook email duplicates and to manage them as required. Given below are the steps that a user needs to follow for searching and managing the email items duplicates.

1. Launch Kernel for Outlook Duplicates.

At the time of the first launch, software directly prompts you to create a task. The following dialog box appears:



Click **Yes** button to go to Task Creation Wizard directly, otherwise click **No** button to remain with the main window of Kernel for Outlook Duplicates.

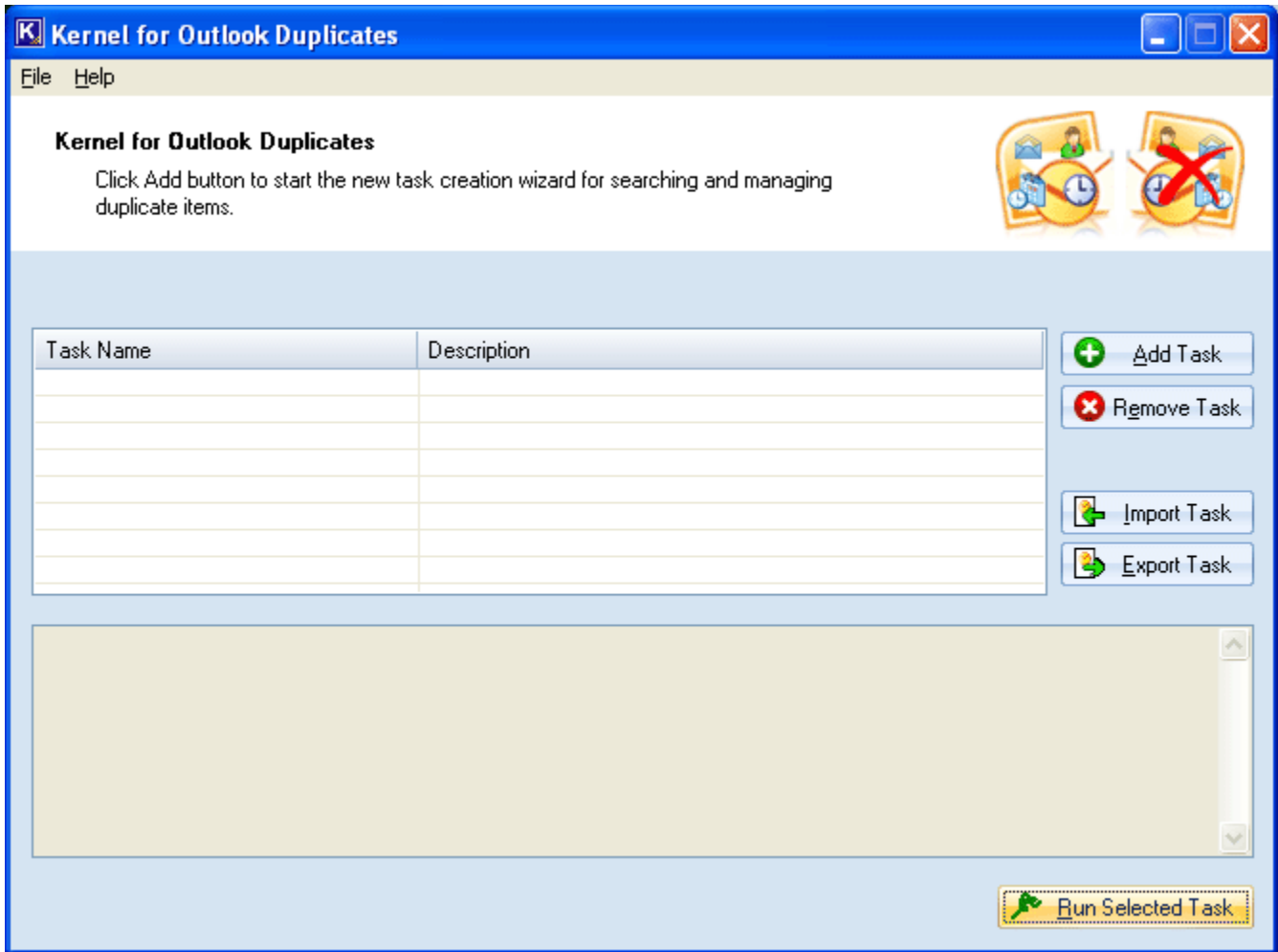



Figure 4.1: Main Window

 You can create tasks at start-up or even later on. It is completely your choice.

2. Click the **Add Task** button. Wizard named **Task Creation Wizard** appears. In this wizard, the first section is **Task Name**. Provide task name and task description in Task Name and Task Description fields respectively as per your requirement. Then click the **Next** button.

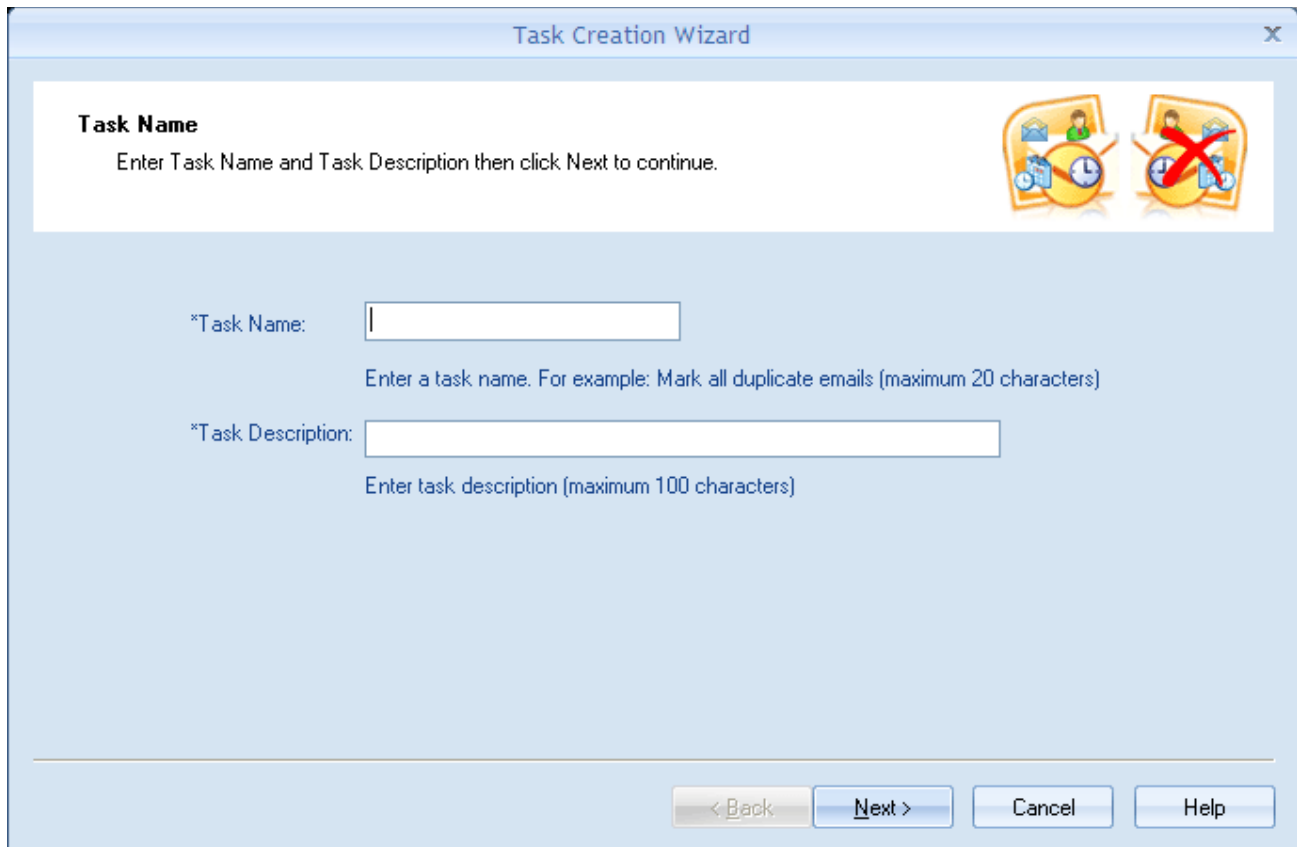


Figure 4.2: Task Creation Wizard

3. On clicking the Next button, **Duplicate Searching Mode** section follows. In this section, choose the **Standard Mode** option if you want the software to look for duplicates in the same folder i.e. it searches duplicates in the selected folder.

Choose **Advanced Mode** option, if you want the software to search for duplicates in all the selected folder items as a whole. After choosing the desired mode, click the **Next** button.

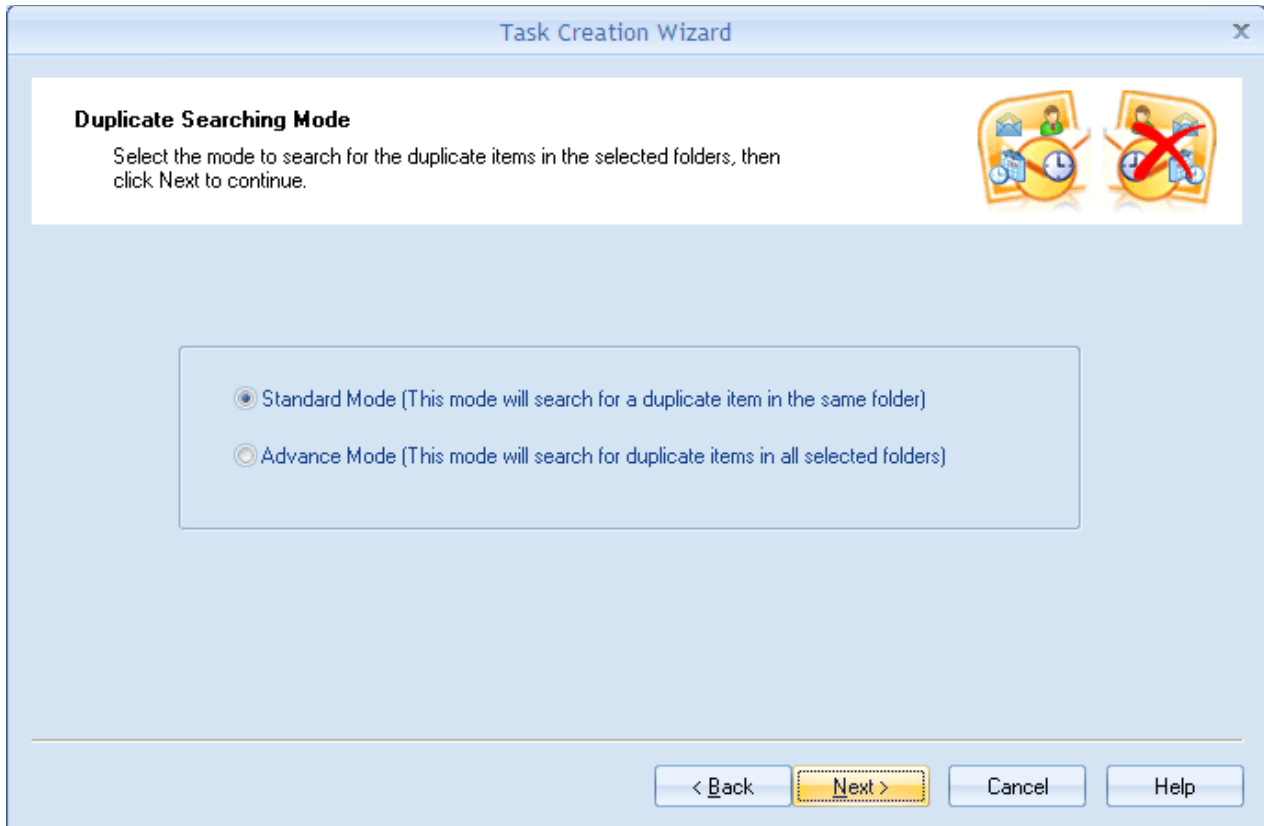


Figure 4.3: Duplicate Searching Mode

4. The next section named **Select Folder(s)** follows. On the left side of this section, you get a list of all user mailboxes existing in MS Outlook. Clicking **Select All** button at the top selects all of the personal folders listed in all mailboxes. You can also choose the folders as per your choice by individually checking their respective checkboxes. All the selected folders get listed in the right-hand side pane under **Selected Store Folder Name** box.

Up and **Down** buttons on the top let you set the priority of the selected mailbox folder items for searching duplicates. Like, the folder that needs to be scanned first for duplicates can be placed on the top and so on. You can use these buttons to set the folder position as required. After selecting the folders, click the **Next** button.

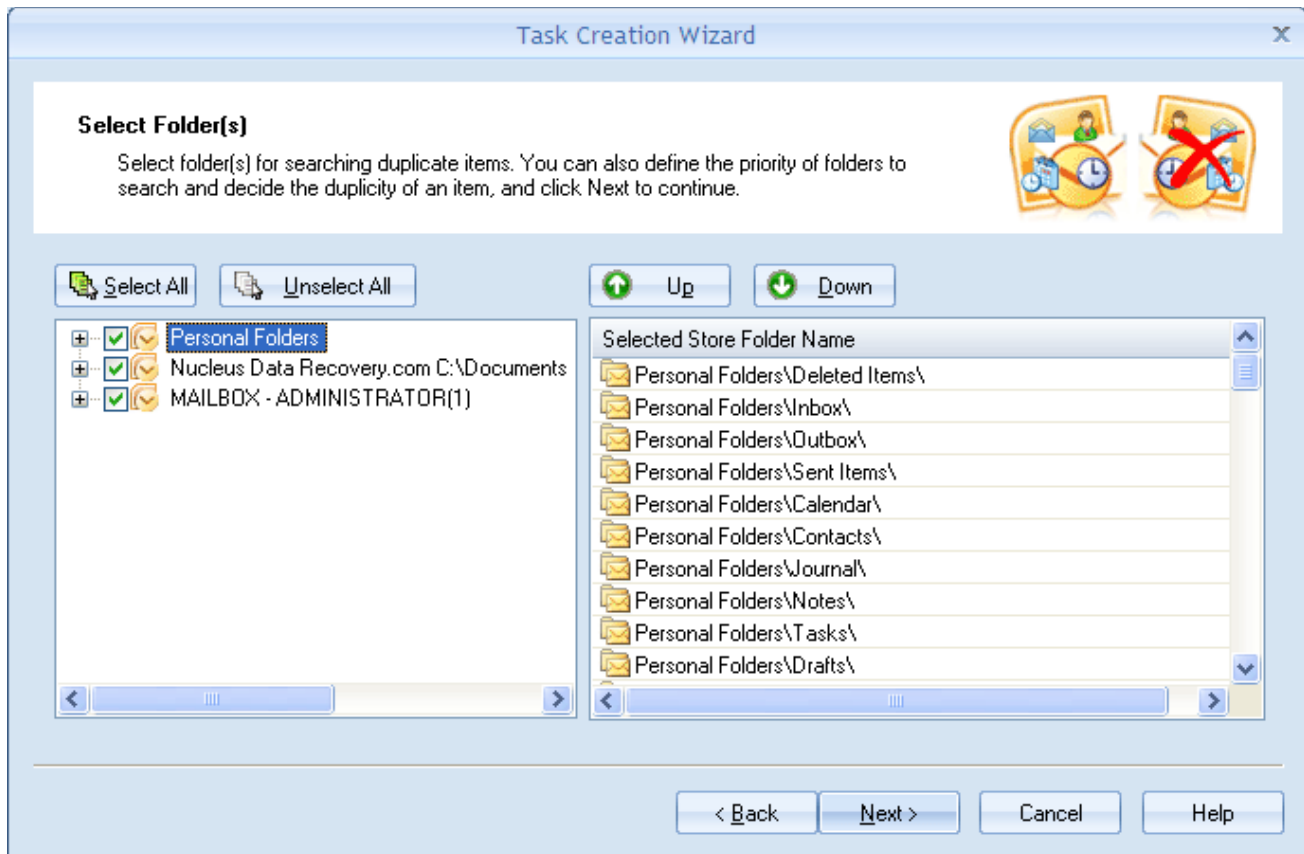



Figure 4.4: Select Folder(s)

 You can deselect all the mailboxes folders using **Unselect All** button at the top of left-hand side pane.

- Now **Select Time Span** section appears. It has two options: *Select Predefined Period* and *Specify Time Period Manually*. Choose **Select Predefined Period** option to choose time ranges that are predefined. Choose **Specify Time Period Manually** option to provide time range manually.

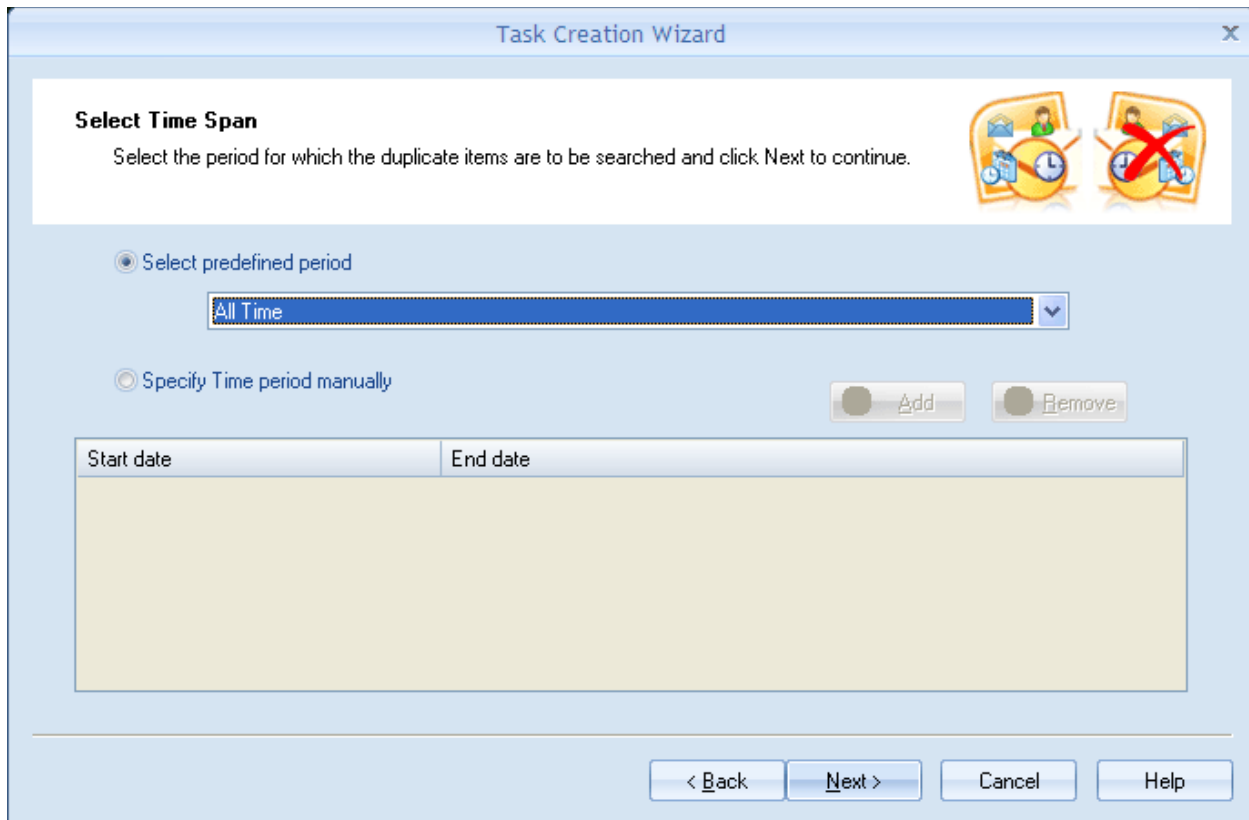


Figure 4.5: Select Time Span

6. If you choose **Specify Time Period Manually**, Add and Remove buttons get enabled. With the clicking of **Add** button, **Date range selection** dialog-box opens, in which you can manually choose the desired date range, specifying the start date and end date. Provide the desired start date and end date and then click the **OK** button. The date you entered get listed in the Start date and End date columns. After choosing the desired action, click the **Next** button.

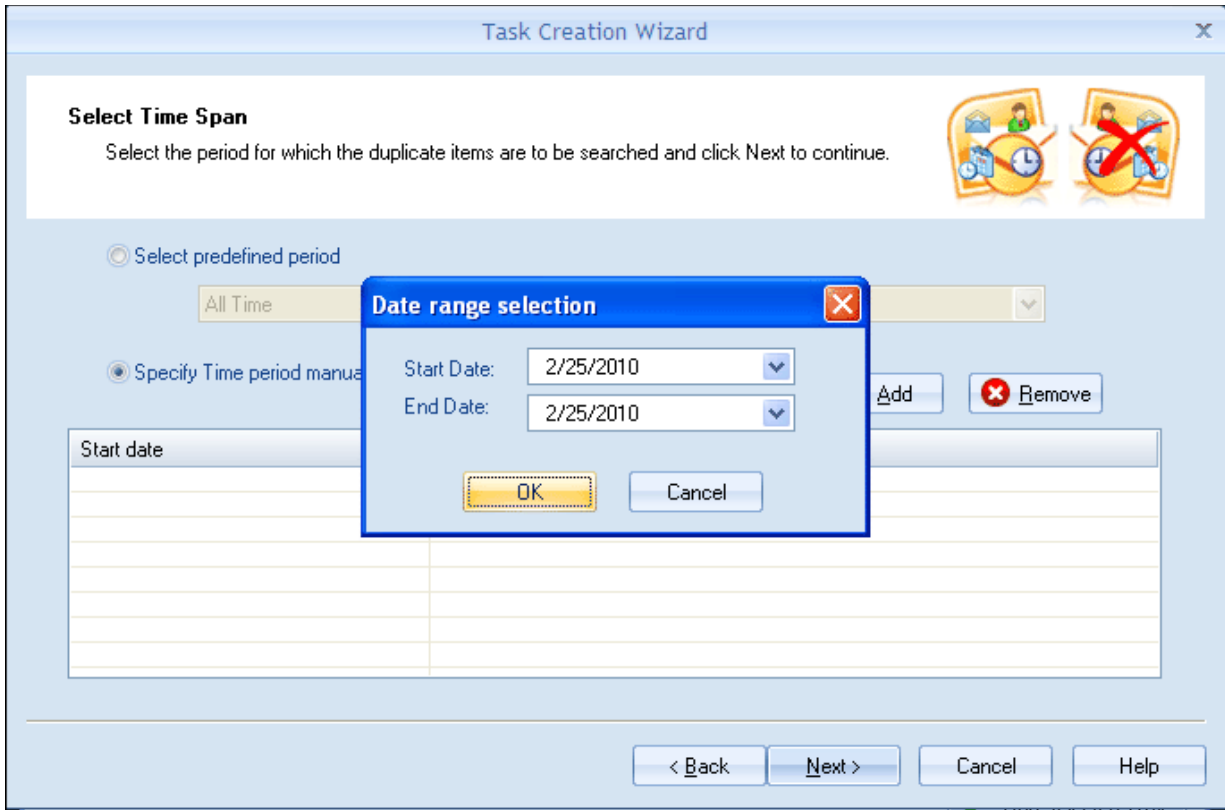


Figure 4.6: Date Range Selection

7. Now the new section named **Choose Action** follows. This section allows you to manage the found duplicates. It provides the following options:
- Delete permanently
 - Mark as expiree
 - Move to Deleted folder
 - Put flag
 - Copy to subfolder - in this, you will be required to provide the name of the subfolder
 - Move to subfolder - in this, you will be required to provide the name of subfolder

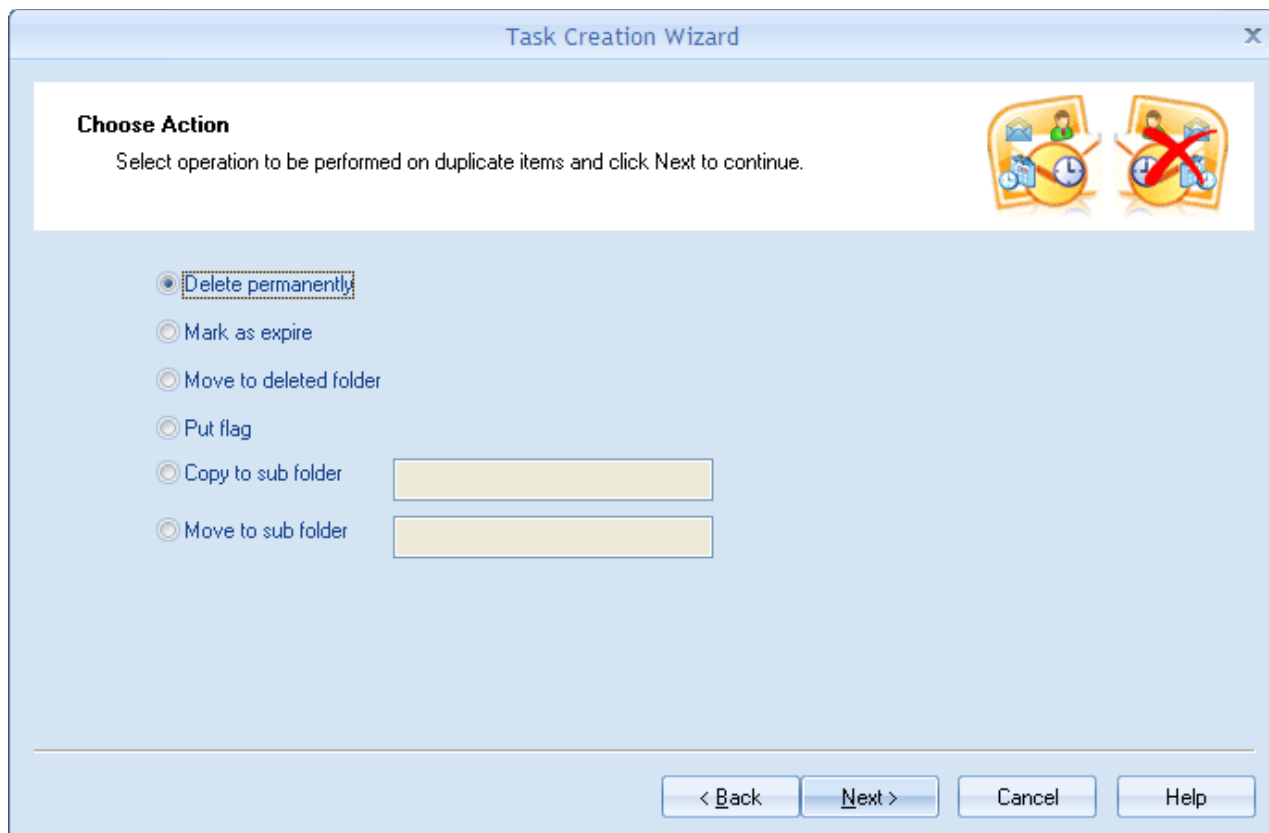


Figure 4.7: Choose Action

After choosing the desired action, click the **Next** button.

8. Now **Duplicate Comparison Criteria** section follows. Choose the comparison criteria for duplicates. You can select any one or all of the following options:

- Sender Name
- Receiver Name(s)
- Internet Header
- Date and time of sending
- Attachment Files

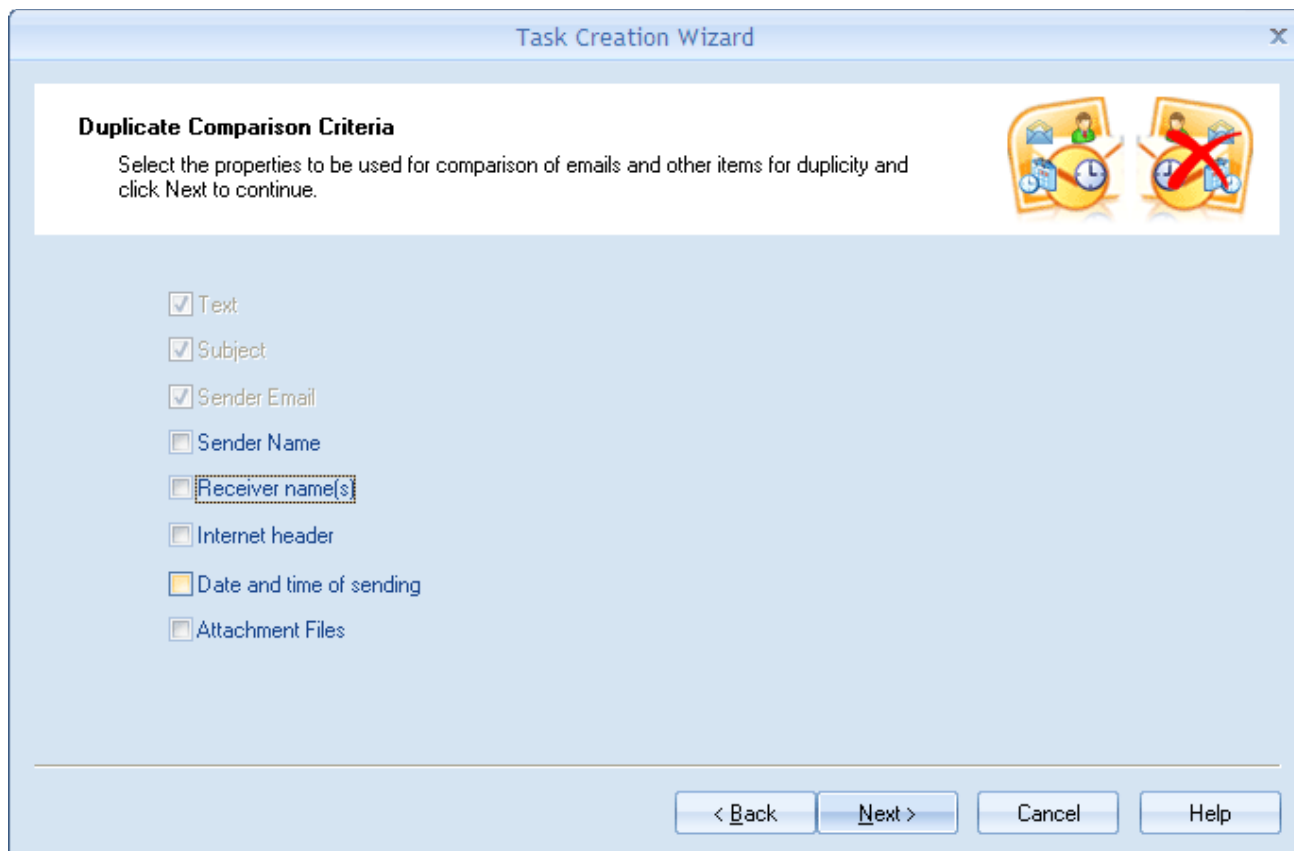


Figure 4.8: Duplicate Comparison Criteria

After selecting the desired comparison criteria, click the **Next** button.

9. **Task Creation Confirmation** section follows, which is the last step of defining a task. Just review the task summary and then click the **Finish** button. This will create a task for searching and managing duplicates.

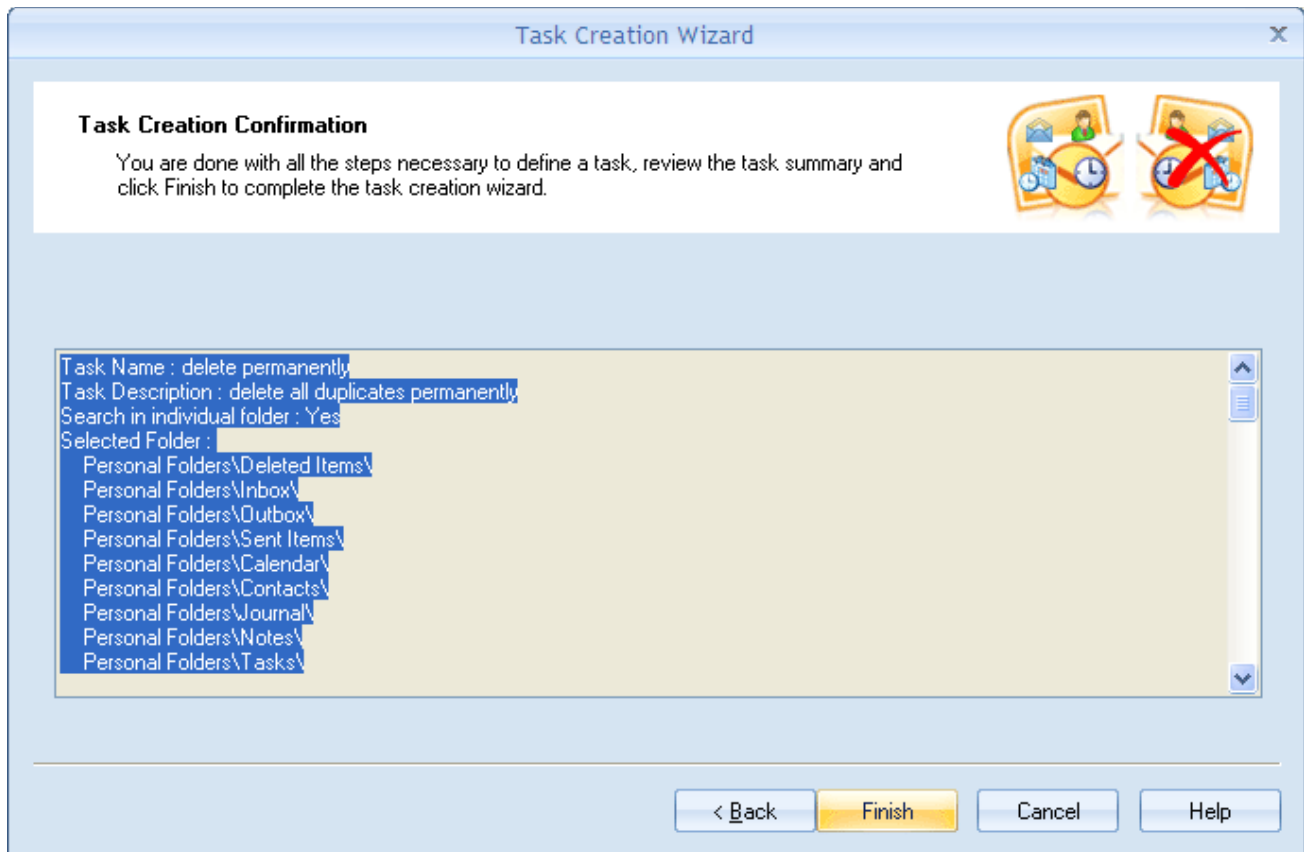


Figure 4.9: Task Creation Confirmation

10. On clicking the **Finish** button, the software gives the confirmation message. Click the **OK** button.
11. Now you are again with the main window of Kernel for Outlook Duplicates. Select the task you want to run from the task panel and then click **Run Selected Task** button.

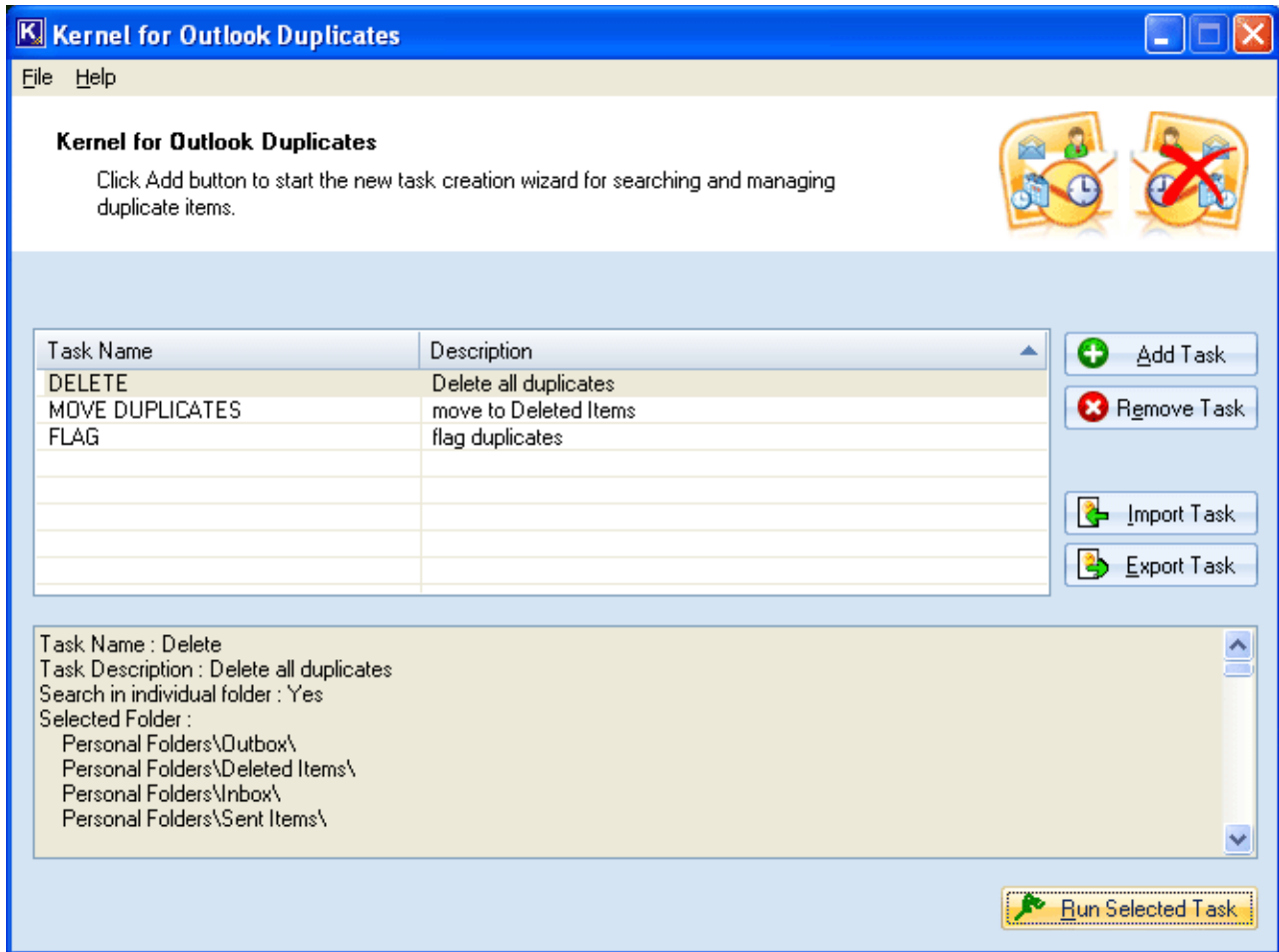


Figure 4.10: Running Selected Task

12. Use the **Export Task** button to save the created task with the NUTX file extension on your disk for future reference. With the **Import Task** button, you can import any already saved task file NUTX from the disk to the software.
13. On running the task, you get the dialog window showing all the duplicates found with all respective details like, Folder Name, Task Progress status and the number of duplicate emails found.
14. Once the searching gets completed, you get a confirmation message (Click OK to confirm) and lower half of dialog-box highlights store name in which duplicates are found, with complete detail of those email items, like From, Subject, To, Created, Received, and Size.

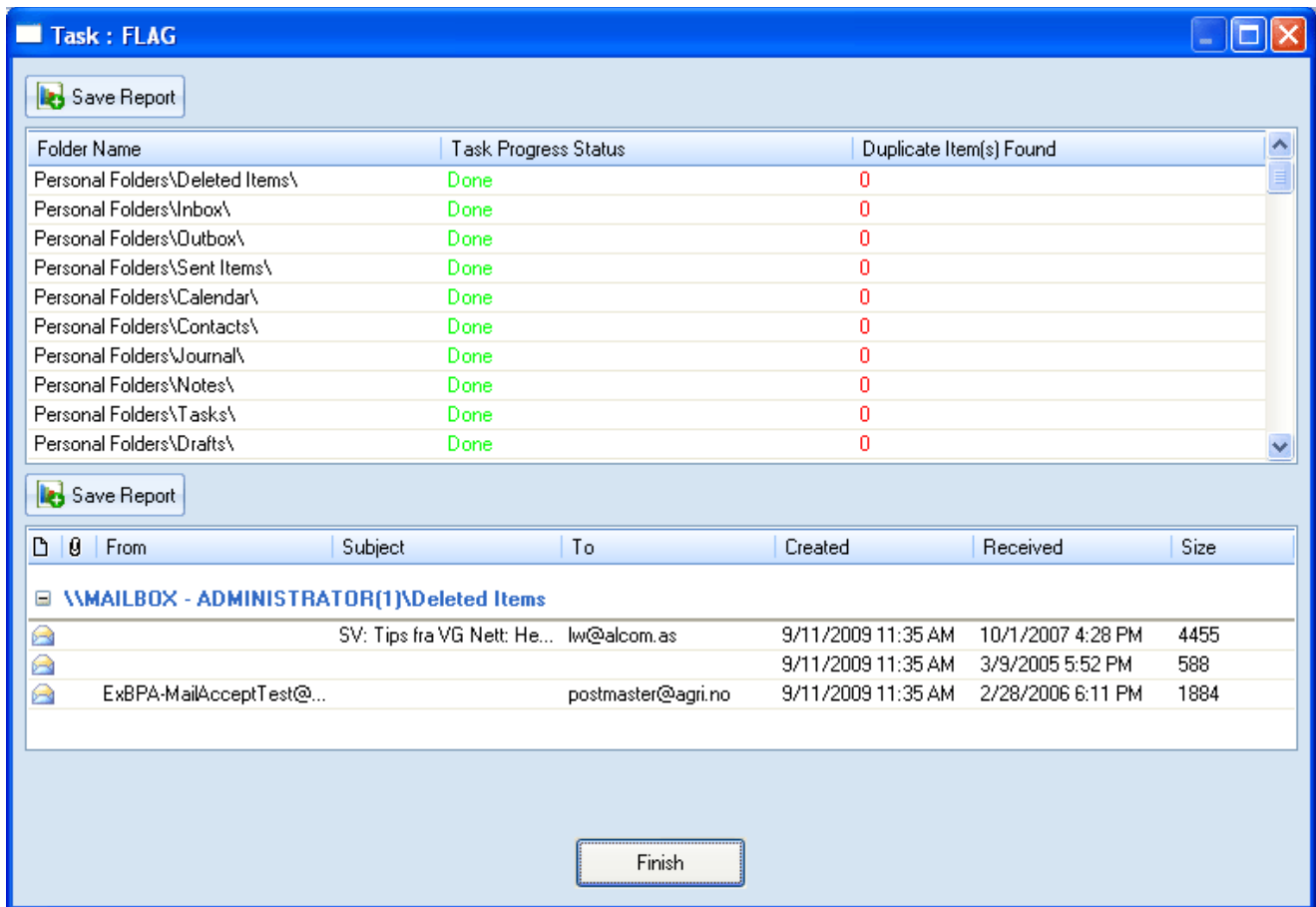


Figure 4.11: Duplicates Found

15. Click **Save Report** button to save the compared result in HTML file format.
16. After saving the report, click the Finish button.
17. Then quit the software by clicking the **Close** button.

5 Troubleshooting

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

5.1 Common Issues

Why does Kernel for Outlook Duplicates have limitations in the evaluation copy?

The free evaluation version of Kernel for Outlook Duplicates is intended to enable you to experience the capabilities of the software.

5.2 Frequently Asked Questions

How to Buy Kernel for Outlook Duplicates?

You can buy Kernel for Outlook Duplicates online at <http://www.nucleustechnologies.com/Buy-Data-Recovery-Software.html>

I have lost my full version for Kernel for Outlook Duplicates. 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.

6 Conclusion

The User Guide is easy to understand and helps to remove or eliminate unwanted duplicate items from Outlook PST files. Learn more about the product and its benefits here:

<https://www.nucleustechnologies.com/outlook-duplicates-remover.html>

7 Support

Connect to our experts immediately while facing any issues during installation, configuration, or associated matters:

- 1-866-348-7872
- 0-808-189-1438

Additionally, you can connect with us at <https://www.nucleustechnologies.com/Contact.html> to submit your query, or chat with one of our support team.

Moreover, you can write to us at the following email addresses:

- sales@nucleustechnologies.com (for Sales Queries)
- support@nucleustechnologies.com (for Support Queries)

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