

## **Inbox Repair Tool**

Specifies the personal folder file (.pst) that you want to scan.

### **Enter The Name Of The File You Want To Scan**

Type the path and name of the personal folder file that you want to scan.

### **Browse**

Opens the Select File To Scan dialog box, where you can locate the file you want to scan.

### **Start**

Scans your personal folder file for errors. After the scan is complete, you can choose to repair the errors.

### **Options**

Opens the Options dialog box, where you can specify options for a log file.

## Select File To Scan

Locates the personal folder file (.pst) that you want to scan or repair.

### Look In

Displays the current directory (folder) and any subdirectories. Double-click the directories and subdirectories to move through the list, and then click the directory you want.

### File Name

Displays the default file extension (\*.pst). The list box displays all files with this extension in the current folder. Type a new filename or click a filename.

### Files of Type

Displays the available file format (.pst files).

## Options

Specifies options for a log file for recording errors.

### **Replace Log**

Saves a detailed record of the errors found while scanning this file in a separate .LOG file. This file is stored in the same location as the file you scanned and has the same name but a different extension.

### **Append To Log**

Saves a detailed record of the errors found while scanning this file and adds it to the end of an existing .LOG file. This file is located in the same location as the file you scanned.

### **No Log**

Prevents saving the results of this scan in a .LOG file.

## **Inbox Repair Tool**

Displays information about the personal folder file (.pst) that has been scanned.

### **The Following File Has Been Scanned**

Displays the name of the file that was scanned and the number of folders and items that were found in the scanned file.

### **Make Backup Of Scanned File Before Repairing**

Creates a backup copy of the file that was scanned before any errors are repaired. This check box is available only if errors are found during the scan.

### **Browse**

Opens the Create Backup File dialog box, where you can specify the location of the backup file or an existing file. This button is available only if errors are found during the scan.

## **Inbox Repair Tool**

Displays information about the personal folder file (.pst) that has been scanned and makes a backup copy of the scanned file before it is repaired.

### **The Following File Has Been Scanned**

Displays the name of the file that was scanned and the number of folders and items that were found in the scanned file. If minor inconsistencies were found, such as outdated recipient names or outdated internal data, you have the option of repairing the file.

### **Make Backup Of Scanned File Before Repairing**

Creates a backup copy of the file that was scanned before information is repaired.

### **Browse**

Opens the Create Backup File dialog box, where you can specify the location of the backup file or an existing file.

### **Repair**

Repairs the outdated information in the file that was scanned.

## **Inbox Repair Tool**

Displays information about the personal folder file (.pst) that has been scanned and makes a backup copy of the scanned file before it is repaired.

### **The Following File Has Been Scanned**

Displays the name of the file that was scanned and the number of folders and items that were found in the scanned file.

### **Make Backup Of Scanned File Before Repairing**

Creates a backup copy of the file that was scanned before errors are repaired.

### **Browse**

Opens the Create Backup File dialog box, where you can specify the location of the backup file or an existing file.

### **Details**

Opens the Details dialog box, where you can view the errors that were found during the scan.

### **Repair**

Repairs the errors in the file that was scanned.

## Create Backup File

Specifies the backup file that you want to create for a scanned personal folder file (.pst) before it is repaired.

### Look In

Displays the current directory (folder) and any subdirectories. Double-click the directories and subdirectories to move through the list, and then click the directory you want.

### File Name

Displays the default file extension (\*.pst). The list box displays all files with this extension in the current folder. Type a new filename or click a filename.

### Files of Type

Displays the available file format (.bak files).

## **Details**

Displays information about the errors that were found in the file when it was scanned. To continue working with the file, you must repair any internal errors that are found. To repair errors, click OK, and then click Repair.



