



## INSTRUCTIONS

### Requirements

Desktop platforms:	Windows 10/8/7/Vista/XP/2000, Mac OS X
Desktop software:	IBM Notes 9/8/7
Server platforms:	Windows, Linux, IBM i, AIX, Solaris
Server software:	IBM Domino 9/8/7

### Instructions: Revert archives to the SmartCloud or on-premise primary mailbox - (AMR Full mode - Domino administrator)

The AMR tool can be used to revert archives to the SmartCloud or on-premise primary mailbox. AMR Full mode allows a Domino administrator to revert archive for multiple users including centralized logging. Optionally, you can install and run the AMR tool on multiple desktops to migrate multiple users faster.

1. Click "Generate archive report" button.
  - A. Select "AMR Full mode" option.
  - B. Select user's mail server, then click OK.
  - C. Select or type user's mail folder name on server. NOTE: This step only applies when reverting archives to an on-premise primary mailbox.
  - D. Select person or group to be notified of errors during processing.
2. Proceed with instructions below to revert server and local archives.
  - A. Revert server archives
    - a. Run IBM Notes mail conversion utility with "-m" option from the server console on user's archive mailbox which enables archived mail items to be reverted back to original folders, then verify it completed in the server log. i.e. `Load convert -m archive\a_user.nsf`
    - b. Open AMR profile document for user in which you would like to revert archives. If any local archives are listed in the "Archive reverter settings" section, then click Edit button, highlight each local archive filename listed, then press Delete key (see note below). Click Save & close button.  
NOTE: You might want to cut/paste the user's local archives to Windows Notepad, so you can use later in step 2B below if you want to allow the end user to revert local archives.
    - c. Select AMR profile document which has server mailbox in which you want to revert server archives by clicking in column (check mark) adjacent to mailbox title.
    - d. Click "Revert archives to selected mailbox", then click Yes - Yes. NOTE: Read prompted instructions for other options.
    - e. Click "1 - Continue", then OK - OK.
  - B. Revert local archives
    - a. Open AMR profile document for mailbox in which you would like to revert archives. If any server archives are listed in the "Archive reverter settings" section, then click Edit button, highlight each server archive filename listed, then press Delete key (see note below). Click Save & close button.  
NOTE: If you previously reverted the user's server archives in step 2A above, then you can copy/paste the user's local archives from Windows Notepad to the "Archive reverter settings" section. If you plan to revert the server archives later, then you might want to cut/paste the user's server archives to Windows Notepad, so you can use later in step 2A above.
    - b. Select AMR profile document which has server mailbox in which you want to revert local archives by clicking in column (check mark) adjacent to mailbox title.
    - c. Click "Email reverter DocLink to selected user(s)". NOTE: This step will switch the AMR profile from "Full" to "Lite" mode.
    - d. Remote into the user's desktop and open AMR email sent to them, then click on Notes Document Link. Otherwise, you can instruct user to click on the link and follow the instructions.

NOTE: The steps above will automatically run the IBM Notes mail conversion utility with "-m" option on the end user's desktop which enables archived mail items to be reverted back to original folders. If the end user is prompted with a failure message after running the mail conversion utility, then instruct user to manually open the log.nsf and delete all log documents in the "Miscellaneous Events" View, then restart Notes. Alternatively, you can remote into the user's desktop and run IBM Notes mail conversion utility with "-m" option from OS level on user's archive mailbox, then verify it completed in the local log (log.nsf). i.e. `"C:\Program Files (x86)\IBM\Notes\nconvert.exe" -m archive\a_user.nsf`

NOTE: The IBM Notes mail conversion utility is not supported on the Mac OS X. The messages will be copied back to the All Documents, but will not display in the original folders. However, you can fix this issue if you can copy the user's archive mailbox to a Windows computer to run IBM Notes mail conversion utility with "-m" option, then copy it back to the Mac. You can shrink the archive mailbox size prior to copying it to Windows by using "compact -D" and/or Zip the archive mailbox... Go to Applications > Utilities > and launch the Terminal app. In the terminal window, enter the commands below which are based on a Notes 9 default install. You might need to first unencrypt the local archive mailbox which can be done using the Notes client user interface. Notes 8.5.2 and earlier: Replace "IBM Notes.app" below with "Notes.app". Notes

8.5.3: Replace "IBM Notes.app" below with "Lotus Notes.app". FYI: If you are running Windows on a Mac using [Boot Camp](#) or similar software then install [IBM Notes](#) on Windows, copy your unencrypted archive to the Windows partition, run IBM Notes mail conversion utility with "-m" option from OS level and copy it back to the Mac partition. What is Boot Camp? Boot Camp helps you install Microsoft Windows on your Mac. After installing, restart your Mac to switch between OS X and Windows.

```
cd /Applications/IBM Notes.app/Contents/MacOS
export DYLD_LIBRARY_PATH="/Applications/IBM Notes.app/Contents/MacOS"
cd Support
./NotesCompact -D archive\a_user.nsf
```

### **Instructions: Migrate on-premise primary mailboxes to the SmartCloud**

The AMR tool can be used to migrate on-premise primary mailboxes to the SmartCloud. AMR Full mode allows a Domino administrator to migrate multiple users to the SmartCloud including centralized logging. Optionally, you can install and run the AMR tool on multiple desktops to migrate multiple users faster.

1. Create an empty mailbox for the user in the SmartCloud.
2. Configure the archives settings profile in the SmartCloud mailbox to point to the user's on-premise mailbox.
3. The on-premise primary mailbox should now be considered an archive. Proceed with steps above in the section "Instructions: Revert archives to the SmartCloud or on-premise primary mailbox..." to migrate mail items from the on-premise primary mailbox to the SmartCloud.

### **Instructions: Divide archive mailbox - (split NSF archive file)**

The AMR tool can be used to divide a large NSF archive mailbox which minimizes corruption and increases performance. Here are some basic steps to trick the AMR tool to divide it since by default focuses on reverting archives back to a primary mailbox.

1. Create a new local mailbox (archive 2) using a mail template. i.e. Click File - Application - New - Mail (R9) Template, and enter a title and filename archive\a\_jsmith2010.nsf, then click OK.

NOTE: You might want to first click the Encryption button to disable encryption before clicking OK.

2. Open the new local mailbox (archive 2), then configure the archive profile to point to the original archive (archive 1). i.e. archive\a\_jsmith.nsf
3. Edit your IBM Notes location and change the mail location to local. i.e. Mail file location: Local
4. Edit your IBM Notes location and change the mail file to the new local mailbox filename (archive 2). i.e. Mail file: archive\a\_jsmith2010.nsf
5. Open AMR tool and generate archive report using "AMR Lite mode".
6. Edit the report document (profile) displayed and add the original archive mailbox (archive 1) filename to the "Archive Files(s)" field. i.e. archive\a\_jsmith.nsf  
NOTE: This step is not required if you copy/paste 1 email message to the new local mailbox (archive 2) and test archiving it. i.e. archive\a\_jsmith2010.nsf
7. Click "revert archives" button and specify a date range. i.e. Jan 1, 2010 - Jan 1, 2011
8. When you are done don't forget to change your IBM Notes Location back to the original primary mailbox settings.

---

### **Purchase information**

Prices for this product are listed on our web site. We accept all major credit cards and company checks. Additional charges apply for shipping & handling and international checks. Payment options are listed below.

1. Phone Credit Card Order: +1 212-599-2048
2. Fax Purchase Order: +1 800-839-8810
3. Online Credit Card Order: <http://www.notesmail.com/order>
4. Mail Purchase Order: See postal address below

### **Technical Support**



330 East 38th Street, Suite 39G  
New York, NY 10016-9800 USA  
Tel: +1 212-599-2048  
Fax: +1 800-839-8810 (toll-free)  
Chat: <http://www.notesmail.com/chat>  
[www.notesmail.com](http://www.notesmail.com)  
[ibm.info@notesmail.com](mailto:ibm.info@notesmail.com)

