How to Import PST Files

https://campus.barracuda.com/doc/75694472/
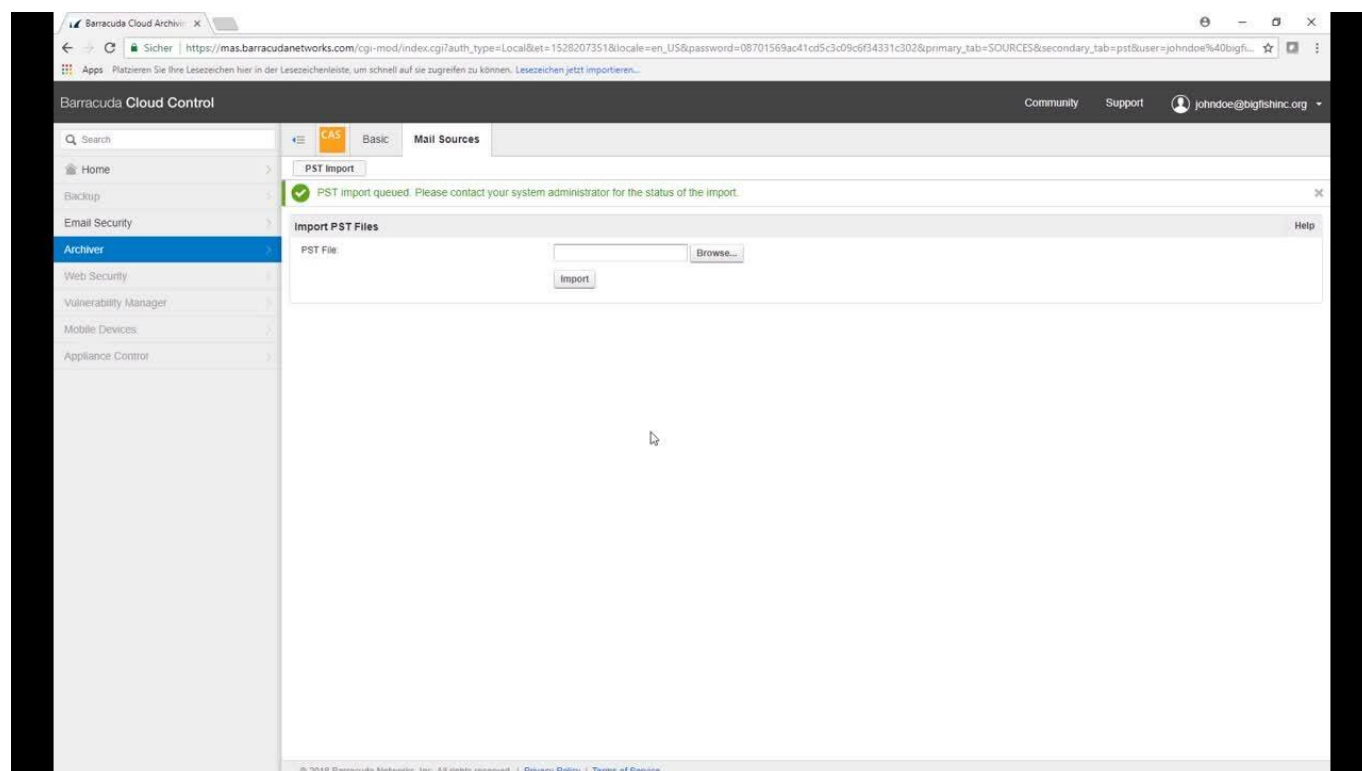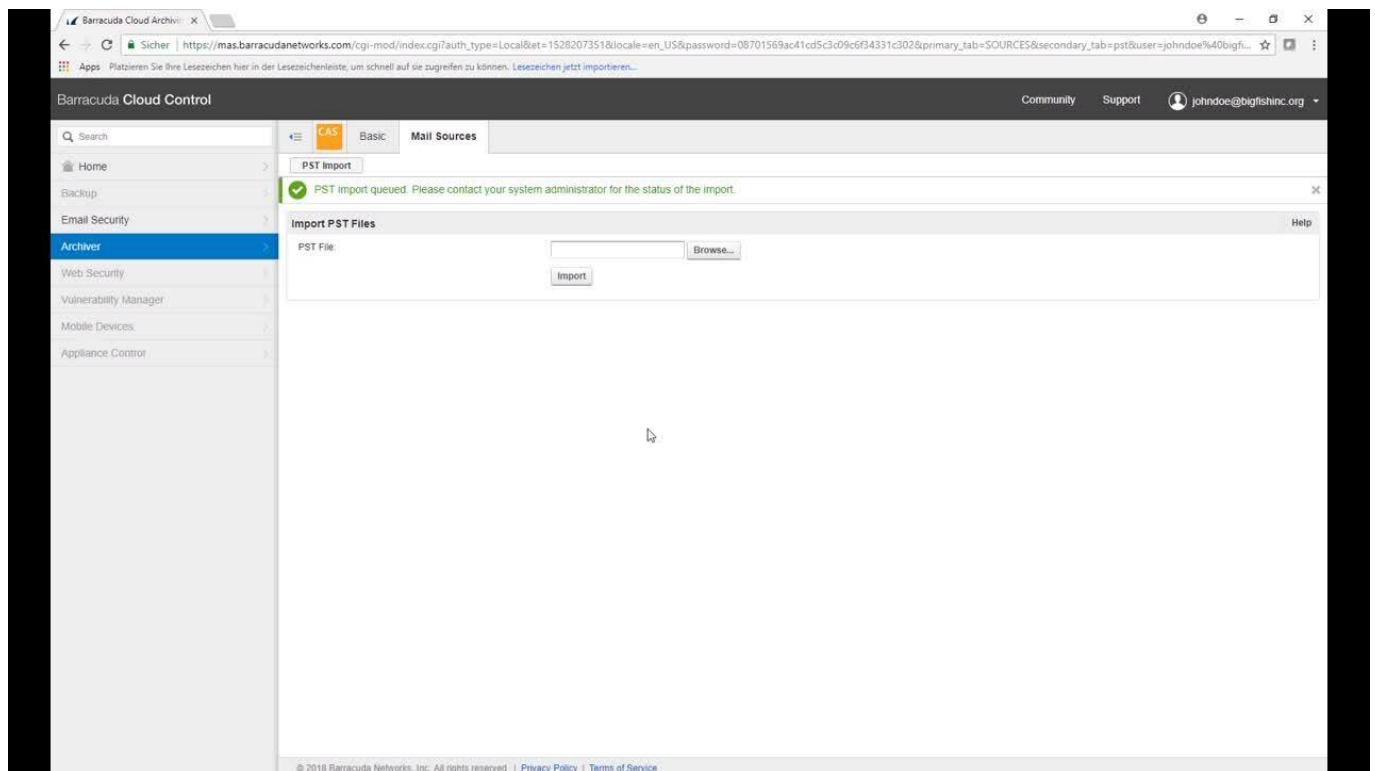
A PST file is an MS Personal Storage Table, and contains email messages exported from Microsoft Outlook. Some PST files also contain additional Microsoft Outlook items such as Appointments and Contacts.

Watch the PST Import video:

Videolink:

https://campus.barracuda.com/

Barracuda Cloud Archiving Service

You can import the contents of any PST file from Microsoft Outlook 2000 (and later) into the Barracuda Cloud Archiving Service from the **Mail Sources > PST Import** page. Password-protected PST files are accepted as well as non-password-protected files. To allow users to import their own PST files directly from the **Mail Sources > PST Import** page, set **Allow PST File Uploads** to **Yes**.

> Before importing PST files, ensure that LDAP services for your Active Directory (AD) server are configured. This ensures that SMTP aliases associated with the message sender and recipients are resolvable.

The Barracuda Cloud Archiving Service can accept one PST file at a time for immediate import from the web interface. Files that are imported directly in this manner are processed immediately and their contents is added. Because processing files for import can be resource-intensive, Immediate Import supports files of less than 250 MB in size.

To upload PSTs larger than 250 MB or to upload more than one PST at a time, you can utilize an SFTP share. Contact Barracuda Networks Technical Support to get the SFTP share enabled.

Barracuda highly recommends running your PST files through scanpst.exe prior to uploading the files to the Barracuda Cloud Archiving Service to ensure there is no data corruption. For more information, refer to the Microsoft Support article How to repair your Outlook personal folder file (.pst).

Barracuda PST Enterprise

For details on finding, migrating, and removing PST files using Barracuda PST Enterprise, refer to the **Getting Started** section in the Barracuda PST Enterprise Campus documentation.

For additional help with PST import, or if you have a large number of PSTs to import, contact Barracuda Networks Technical Support.

Figures