

How to index Outlook Express with dtSearch Desktop

While users of Microsoft Outlook can easily click on the Add Outlook button to build an index of their e-mails*, for users that prefer not to use Microsoft Office the indexing of their emails is not quite so straightforward. This article deals with indexing the email message stores of the free email application that comes with Windows, Outlook Express.

Here's how to index all your email accounts in Outlook Express 6 so that your search results include columns for Sender, Recipient, Subject, Date Sent etc.

1. Open Outlook Express
 2. From the Tools menu select Options...
 3. Select the Maintenance tab
 4. Click the Store Folder... button.
 5. Right click in the edit box and choose Select All
 6. Right click again and choose Copy (or press Ctrl+C.)
 7. Click Cancel, then click Cancel on the Options dialog.
 8. Close Outlook Express
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1. Open dtSearch Desktop
 2. From the Index menu choose create Index (advanced)
 3. Name your index Outlook Express (or whatever you prefer)
 4. Type * in the 'Fields to display in search results' edit box, click Ok
 5. Click Yes when prompted to add documents to the index.
 6. Click the top button only (Index new or modified documents) in the Actions group box.
 7. Click the Add Folder button
 8. Right click in the Folder edit box and select Paste
 9. Click the Start Indexing button and go for lunch!

* <http://support.dtsearch.com/faq/dts0130.htm>