How to Import EML to Outlook - Step By Step Guide

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Summary: Microsoft 365 subscribers get constantly enhanced Outlook features and performance. In addition, many users choose to import EML to Outlook 2019, 2016, and 2010 because of the program's built-in functions, which are more frequent and provide better data protection. In this article, you will get a comprehensive technique to import EML files to Outlook along with attachments.

Moreover, if you want to **import EML to Outlook** without any hassle, you can utilize the EML Converter, which is the most recommended.

Microsoft Outlook's amazing features and steady performance have earned it great trust and popularity. It protects mailbox data with PST files. The procedure of importing EML files into Outlook is something that a lot of companies are considering doing because of this same reason. This raises the question, "What are the means by which this can be achieved?"

In this blog, we will look for several kinds of approaches in order to walk you through the most efficient techniques of importing EML files into Outlook.

Import the EML file Using the Manual Solutions

Do not make a mistake while importing EML files as a single wrong step can cause a data loss. Also, ensure to create a data backup for the safety purpose and then move the next course of action.

• Install the Windows Live Mail in your system.

• Open the WLM and click on the File tab.

• A list of multiple options will be showcased when clicking on the Export email and email messages.

• In the Windows Live Mail Export window, proceed with selecting the Microsoft Exchange and click on Next.

• Click on OK on the confirmation pop-up saying that all emails from Windows Live Mail will get exported into Microsoft Outlook.

• After this, you can choose the folder to export into Outlook.

• If you wish to export the selected folders, then click on the OK button. Click on the Finish button to complete the EML to PST Conversion process.

Limitation of the above solution to import EML to Outlook

This EML to PST Conversion method does not allow users to perform the import of the bulk EML files at the same time. Also, the users cannot be able to export the EML files with attachments.

In addition, the manual solution to convert EML to PST comes with multiple risks. So, it will be better to seek for a dependable solution to move your EML files into the Outlook.

An Effective Solution to Import EML to Outlook

The automated solution will make it easier for users to import EML to Outlook and will eliminate all the limitations of the manual methods. Solution like the **Shoviv EML to PST Converter** offers a decent GUI which all the essential features to make the seamless migration.

It is a highly effective tool that effortlessly imports multiple EML files into the user's Outlook account while also giving customization options like the data filter. Due to this, users can make the selection of the required data from the added EML files and can import only them into Outlook.

Also, the software is equipped with incremental export option, after using the software make sure to process the data which is remaining from the last time import process. The step to convert EML to PST via this utility has been shared below:-

• After opening the software, click on the Add button to add the EML files.

• Then, click on the Outlook PST file, which will open a new window. Select Export in PST.

• Click on Browse to set the location where the resultant PST will get saved.

• Apply the export filter accordingly, and you can also make the PST file protected with a password.

• Click on the export button to start the procedure for exporting the EML files into the Outlook account.

Conclusion

Although we have checked the native ways to import EML to Outlook, but they carries lots of risk and disadvantage. One of the biggest fears with the manual method is the loss of data due to a single mistake. However, we suggest users look for the other solution discussed, which is third-party software. The tool offers an easier way to import a large number of EML files with lots of ease. Users can look for the free demo version, which allows them to test the working of the software.