

# VCARD CONVERTER FOR OUTLOOK EXPRESS HELP

## TABLE OF CONTENTS

<a href="#"><u>About vCard Converter for Outlook Express</u></a> .....	2
<a href="#"><u>End-User License Agreement (Trial, Full Version)</u></a> .....	3
<a href="#"><u>How to Buy</u></a> .....	5
<a href="#"><u>How it Works</u></a> .....	6
<a href="#"><u>Features</u></a> .....	7
<a href="#"><u>System Requirements</u></a> .....	8
<a href="#"><u>vCard Converter for Outlook Express Versions</u></a> .....	9
<a href="#"><u>Product Activation</u></a> .....	10
<a href="#"><u>Installation</u></a> .....	11
<a href="#"><u>Quick Guide</u></a> .....	13
<a href="#"><u>Import vCard, iCard Files to Contacts Folders</u></a> .....	14
<a href="#"><u>Export Outlook Express and Windows Vista Address Book Contacts</u></a> .....	17
<a href="#"><u>Frequently Asked Questions (FAQ)</u></a> .....	21
<a href="#"><u>Trial Version Expired</u></a> .....	23
<a href="#"><u>Product Update</u></a> .....	24
<a href="#"><u>Uninstall</u></a> .....	25
<a href="#"><u>Other 4Team Software</u></a> .....	26
<a href="#"><u>Report Problem, Suggestions</u></a> .....	29
<a href="#"><u>Support, Contact us</u></a> .....	30

## ABOUT VCARD CONVERTER FOR OUTLOOK EXPRESS

**vCard Converter for Outlook Express** is a simple utility for personal use designed as an add-on solution for **Outlook Express®** and **Windows Vista Address** book. It allows you to easily convert (import-export) all your Outlook Express and Windows Vista Address book Contacts information from/to [vCard](#), iCard format files.

**vCard Converter for Outlook Express** operates with various vCard/iCard formats for Windows Microsoft Outlook, Windows Address book, Mac OS, Lotus Notes, Palm, cell phone, ipod, iphone, etc.

vCard Converter for Outlook Express is not compatible with Microsoft Outlook. For your Outlook contacts converter please check out [vCard Wizard website](#).



We would also like to extend a special "thank you" to our numerous customers in the USA, United Kingdom, Australia, Belgium, Germany, Switzerland, France, Singapore, and other countries who implemented our programs for their everyday business needs - from personal and family use to Medical and Law Offices, Religious Services, Technology and Software production companies.



Copyright ©2007 4Team Corporation. All rights reserved.

[vCard Converter for Outlook Express website](#)

## **END-USER LICENSE AGREEMENT (TRIAL, FULL VERSION)**

BY RECEIVING AND/OR USING 4TEAM CORPORATION (ALITTERA LTD INC DBA) USER LICENSE AGREEMENT YOU ACKNOWLEDGE THAT THIS IS A BINDING LEGAL AGREEMENT BETWEEN ALITTERA LTD INC AND USERS OF SOFTWARE AND PRODUCTS BELONGING TO 4TEAM CORPORATION WHICH IS DBA NAME OF ALITTERA LIMITED, INC.

IF YOU DO NOT INTEND TO HONOR THIS AGREEMENT, TERMINATE THE SOFTWARE INSTALLATION NOW.

### **DISCLAIMER**

THIS PROGRAM (VCARD CONVERTER FOR OUTLOOK EXPRESS) IS PROVIDED "AS IS" AND WITHOUT WARRANTIES OF ANY KIND, WHETHER EXPRESSED OR IMPLIED. TO THE FULLEST EXTENT PERMISSIBLE PURSUANT TO APPLICABLE LAW (AND, THEREFORE, THE FOLLOWING MAY NOT APPLY TO YOU), 4TEAM CORPORATION DISCLAIMS ALL WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. 4TEAM CORPORATION DOES NOT REPRESENT OR WARRANT THAT THE FUNCTIONS CONTAINED IN THE PROGRAM WILL BE UNINTERRUPTED OR ERROR-FREE, THAT DEFECTS WILL BE CORRECTED. 4TEAM CORPORATION DOES NOT MAKE ANY WARRANTIES OR REPRESENTATIONS REGARDING THE USE OF THE MATERIALS IN THIS PROGRAM IN TERMS OF THEIR CORRECTNESS, ACCURACY, ADEQUACY, USEFULNESS, TIMELINESS, RELIABILITY OR OTHERWISE.

### **RIGHT TO USE AND DISTRIBUTE THE SOFTWARE**

4TEAM CORPORATION, IN ACCORDANCE WITH THIS AGREEMENT, GIVES YOU THE RIGHT TO:

**TRIAL VERSION:** USE AND DISTRIBUTE ONLY AMONG YOUR COMPANY (TEAM) MEMBERS, THIS SOFTWARE MAY BE USED FOR YOUR PERSONAL OR BUSINESS PURPOSES FOR A 14-DAY PERIOD. YOU ARE ALLOWED TO INSTALL AND OPERATE THIS SOFTWARE ON YOUR COMPUTER SYSTEM. WHEN THIS SOFTWARE IS STORED IN YOUR SYSTEM'S MAIN MEMORY OR OTHER STORING DEVICES, IT IS ASSUMED THAT "YOU ARE USING THE SOFTWARE".

**FULL VERSION:** USE AND DISTRIBUTE THIS SOFTWARE FOR YOUR PERSONAL OR BUSINESS PURPOSES ONLY AMONG YOUR COMPANY (TEAM) MEMBERS. YOU AND YOUR COMPANY (TEAM) MAY USE ONLY THE NUMBER OF COPIES THAT YOU HAVE PURCHASED FROM 4TEAM CORPORATION OR ITS DISTRIBUTORS AND THAT IS GRANTED BY THE LICENSE. WHEN THIS SOFTWARE IS STORED IN YOUR SYSTEM'S MAIN MEMORY OR OTHER STORING DEVICES, IT IS ASSUMED THAT "YOU ARE USING THE SOFTWARE".

THE TRIAL VERSION MAY BE FREELY DISTRIBUTED, PROVIDED THAT SUCH DISTRIBUTION INCLUDES ONLY THE ORIGINAL ARCHIVE SUPPLIED BY 4TEAM CORPORATION. YOU MAY NOT ALTER, DELETE OR ADD ANY FILES IN THE DISTRIBUTION ARCHIVE.

### **COPYRIGHT**

THE COPYRIGHT AND INTELLECTUAL PROPERTY RIGHTS OF THIS SOFTWARE AND ANY ATTACHMENTS TO THIS SOFTWARE ARE OWNED BY 4TEAM CORPORATION AND PROTECTED BY THE COPYRIGHT LAWS OF THE STATE OF FLORIDA, USA, AND INTERNATIONAL INTELLECTUAL PROPERTY RIGHT TREATIES. THEREFORE, YOU CANNOT COPY ANY PORTION OF THIS SOFTWARE IN ANY FORM, EXCEPT FOR USING OR COPYING IT FOR BACKUP PURPOSES. ALSO, YOU CANNOT TRANSFORM THE CONTENTS OF THE SOFTWARE OR CHANGE THE FILE NAMES.

### **LIMIT OF WARRANTY**

4TEAM CORPORATION DOES NOT WARRANT THAT USING THIS SOFTWARE WILL FIT ALL USERS' PARTICULAR PURPOSES, AND IS NOT LIABLE FOR ANY DAMAGES CAUSED BY THE USE OF THIS SOFTWARE.

### **SUPPORT**

4TEAM CORPORATION IS SOLELY RESPONSIBLE FOR CUSTOMER SERVICE. EVERY EFFORT SHALL BE MADE TO PROVIDE A SOLUTION FOR TECHNICAL QUERIES ABOUT PROBLEMS CAUSED BY THE INSTALLATION OR USE OF THE SOFTWARE INSTALLED IN A USER'S SYSTEM. ALL CUSTOMER SERVICE MATTERS SHALL BE DEALT WITH ONLY VIA E-MAIL (AND/OR PHONE IF SPECIFICALLY

NOTIFIED), QUESTIONS MUST BE ADDRESSED TO [support@4team.biz](mailto:support@4team.biz), OR THROUGH AND LIVEHELP/CHAT AVAILABLE ON THE WEB SITE AT <http://www.4team.biz>. ANY QUESTIONS, COMPLAINTS, COMMENTS OR SUGGESTIONS MUST BE SENT TO [info@4team.biz](mailto:info@4team.biz).

#### **ACKNOWLEDGEMENT**

HAVING READ AND UNDERSTOOD THIS USER LICENSE AGREEMENT, YOU ACKNOWLEDGE ITS PRIORITY TO ANY ORDER, ENGAGEMENT OR ADVERTISEMENT, AND AGREE TO ITS TERMS.

©2007 4TEAM CORPORATION (ALITTERA LTD INC.), ALL RIGHTS RESERVED

VCARD CONVERTER FOR OUTLOOK EXPRESS® IS A PROGRAM THAT IS NOT AFFILIATED WITH ANY MICROSOFT® PRODUCTS. MICROSOFT®, OUTLOOK®, OFFICE®, WINDOWS®, AND THE WINDOWS® AND MICROSOFT® OFFICE® LOGO ARE TRADEMARKS OR REGISTERED TRADEMARKS OF MICROSOFT® CORPORATION IN THE UNITED STATES AND/OR OTHER COUNTRIES.

 [vCard Converter for Outlook Express website](#)

## HOW TO BUY

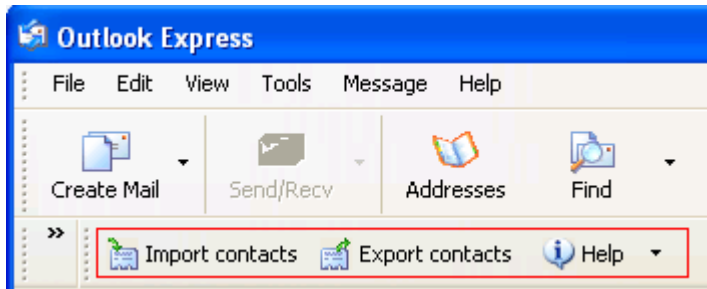
➔ To **buy the license**, please [click here](#).

- All of our customers who have purchased the program or who have added a new license are eligible to get free updates for a year from the purchase date.
- If you are looking for other 4Team products for Microsoft® Outlook®, you can get them at significantly reduced prices; just send us an email with your order number, product name, and the number of licenses that you wish to purchase.
- For more information please check out product website.

 [vCard Converter for Outlook Express website](#)

## HOW IT WORKS

After installing **vCard Converter for Outlook Express** on your workstation, a new **vCard toolbar** is added to the standard Outlook Express and Windows Vista Address book toolbar:



Using the toolbar buttons, you can conveniently **export** and **import** any number <sup>\*</sup> of Outlook Express and Windows Vista Address book contacts to/from vCard, iCard format files in just a few clicks.

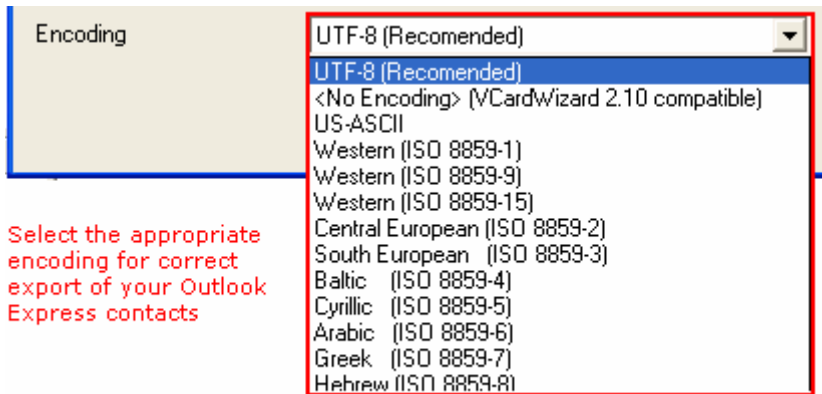
<sup>\*</sup> Please, note that the **trial version** of vCard Converter is limited to 5 Outlook Express and Windows Vista Address book contacts to be imported/exported at a time.

 [vCard Converter for Outlook Express website](#)

## FEATURES

Using **vCard Converter for Outlook Express**, you can easily convert any number of contacts to/from [vCard](#), iCard format files in only a few clicks.

- ✓ **Import** vCard, iCard format files to Outlook Express and Windows Vista Address book **Contacts** folders.
- ✓ **Export** any Outlook Express and Windows Vista Address book **Contacts** folder, or only the selected contacts from the folder, to [vCard](#), iCard format (\*.vcf) files in the preferred Windows folder.
- ✓ **Select the proper encoding** for exported Outlook Express and Windows Vista Address book contacts.



- ✓ **Support** for vCard versions 2.1 and 3.0, iCard, and formats used by Mac OS, Lotus Notes, Palm, cell phone, ipod, iphone, etc.
- ✓ **Save** all selected contacts **in one \*.vcf file**.

🌐 [vCard Converter for Outlook Express website](#)

## SYSTEM REQUIREMENTS

### ▶ Software:

- ✓ **Operating system:** Microsoft Windows® 98/2000/XP/2003/Vista.
- ✓ Microsoft Outlook Express 6/Windows Vista Mail.

### ▶ Hardware:

- ✓ **CPU:** at least Pentium 400 MHz
- ✓ **Memory:** minimum requirement is 64MB (256MB recommended)

### ▶ **Minimum requirements** for optimum functioning of the program are:

- ✓ Microsoft Windows **Administrator rights** in order to install **vCard Converter for Outlook Express**

🌐 [vCard Converter for Outlook Express website](#)



## VCARD CONVERTER FOR OUTLOOK EXPRESS VERSIONS

- ▶ Trial - a fully functional 14-day trial version. It allows you to import/export only 5 Outlook Express and Windows Vista Address book contacts at a time.
- ▶ Full - a fully functional version.

**Note:** The trial version does not require any **activation**.

 [vCard Converter for Outlook Express website](#)

## PRODUCT ACTIVATION

### ▶ What happens if you don't activate your copy of the product?

Before you activate **vCard Converter for Outlook Express** you may run it for a limited amount of time (trial version). **vCard Converter for Outlook Express** will go into **Reduced Functionality Mode** when this trial period expires. In Reduced Functionality Mode, you will not be able use **vCard Converter for Outlook Express**. No existing Outlook items or contacts will be harmed, and you can easily get **vCard Converter for Outlook Express** out of this mode after activation.

### ▶ Product Activation:

1. Connect to the Internet.
2. Go to Microsoft Outlook Express Help menu, point to **4Team About** and select **vCard Converter for Outlook Express**.
3. In the opened Form click the **Activate...** button.
4. Enter your\* Activation Code in the Activation Code field.\*\*
5. Click **Next**.

The program will continue functioning as a full version.

If you receive the **Activation failed** dialog, click "< Back" and reenter your Activation Code. If this does not help go to Support by phone or LiveChat.

\*An Activation Code will be sent to you by e-mail after you purchase the product. You can purchase the product by clicking [here](#).

\*\*In order to activate the product, you need to purchase it and obtain the activation code. Click the **Buy online** button in the **vCard Converter for Outlook Express** form to go directly to product website.

### ▶ Software Update

1. **Connect** to the Internet.
2. Go to Microsoft Outlook Express **Help** menu, point to **4Team About** and select **vCard Converter for Outlook Express**.
3. In the opened Form Click the **Check for Update** button.
4. If a new version of the product has been released, **remove the old version** (Control Panel→ Add/Remove Programs) and **download and install the new one**.

### ▶ About product activation

After the trial version period is over, you will need to activate your copy of the product in order to continue using it. This wizard will guide you, step-by-step, through the process of activating via the Internet or over the telephone. 4Team Product Activation is an anti-piracy technology designed to verify that software products have been legitimately licensed. It is quick, simple, and helps protect customer privacy. Product Activation works by verifying that a software activation code, which you must use in order to activate the product, has not been used on more personal computers than intended by the software's license.

**Note:** Please be aware that your Activation (License) Code is linked to your computer(s), and the program can be installed only on as many computers as licenses you have purchased. If you need to move the program to another computer, please contact our customer support.

An Activation Code will be sent to you by e-mail after you purchase the product. You can purchase it by clicking [here](#).

 [vCard Converter for Outlook Express website](#)

## INSTALLATION

### ▶ Prior to installation:

1. You need to have **Windows® Administrator rights** in order to install **vCard Converter for Outlook Express**.
2. Please check that you are running Microsoft Express 6; check other System Requirements as well. You can update your Microsoft Outlook version [here](#).
3. Download the latest version of **vCard Converter for Outlook Express** setup file from the [vCard Converter for Outlook Express website](#) and save it to an easy to find place.

### ▶ Installation steps:

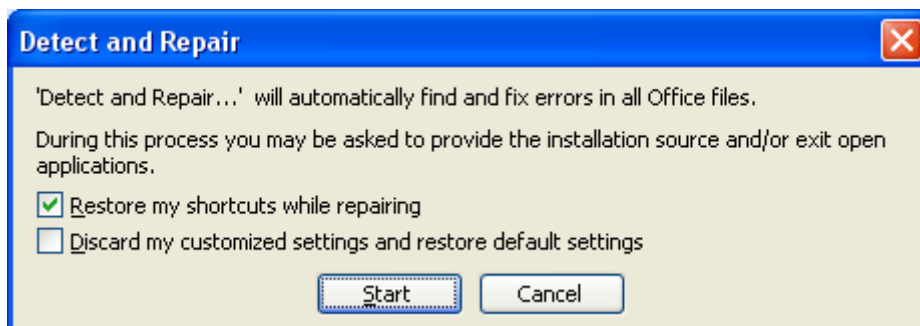
1. **Close** Microsoft® Outlook Express® and all open programs.
2. **Install** the previously downloaded product by opening/clicking the "setup" file from the location where you saved it. Follow the instruction on the screen.
3. **Start** Microsoft Outlook Express.
4. You are now ready to start using the program!

### **If installation was interrupted or incomplete,**

...the problem might be related to Microsoft Outlook Express integrity. Prior to reinstalling **vCard Converter for Outlook Express**, please perform the following:

1. Uninstall Product (Start→ Control Panel→ Add or Remove Programs).
2. Use the **Detect and Repair** feature in Microsoft Outlook Express Help menu to make sure it is operating properly. You may need the original Microsoft Office® or Microsoft Outlook CD-Rom. If **Detect and Repair** was unsuccessful, please address the issue to [Microsoft support team](#) or [IT Professionals](#). Installation of 4Team software will not be possible until Microsoft Outlook integrity is restored.

Microsoft Outlook Express Help menu→ Detect and Repair:



- Please keep in mind that the "Detect and Repair" feature is not related to our software and recommended to be performed each time you experience functional problems with Microsoft Outlook Express.
- Please refer to our FAQ & Troubleshooting section of the HELP documentation.
- **For IT Professionals in order to restore Microsoft Outlook integrity:**
  - Use the "Detect and Repair" feature in your Microsoft Outlook Express (you may need the original Microsoft Office or Microsoft Outlook CD-Rom). If this feature is successfully fulfilled, you may proceed to the next step. If not, we recommend that you save your \*.pst file and repeat the procedure, but this time with "Discard my..." checked. Use the SCANPST feature, which will check the integrity of your \*.pst file. Find this file in your computer and remember the name. Close Microsoft Outlook Express.
  - Find the SCANPST.EXE file on your hard disk. Launch the program by clicking on SCANPST.EXE.

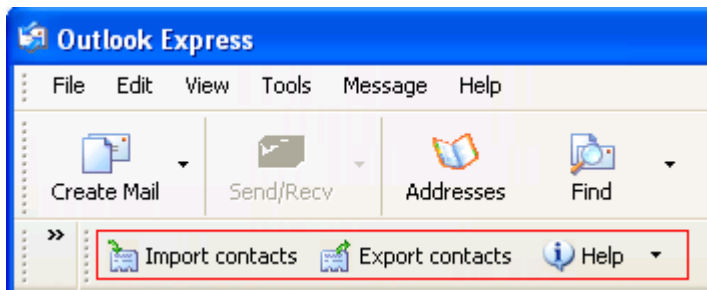
- In the dialogue box click "Browse..." and choose the path for your \*.pst file. Click "Open". Then click "Start". If the program finds any problems, click "Repair". Click "Close". If the problems persist, address them to [Microsoft support team](#).

Our **customer support** will be happy to answer all your questions regarding product installation and functionality, by [e-mail](#) or through [Live Help](#) Chat/Feedback on our website at: <http://www.vcardconverter.com/>, over the phone at: (954) 796-8161.

 [vCard Converter for Outlook Express website](#)

## QUICK GUIDE

1. Check the **system requirements**.
2. Download the latest version at: <http://www.4team.biz/download.asp> and save the downloaded file to an easy-to-find location.
3. Install the product by clicking the downloaded setup file.
4. Follow the **installation** instructions.
5. After vCard Converter is installed, a new toolbar will appear on the standard Outlook Express and Windows Vista Address book toolbar

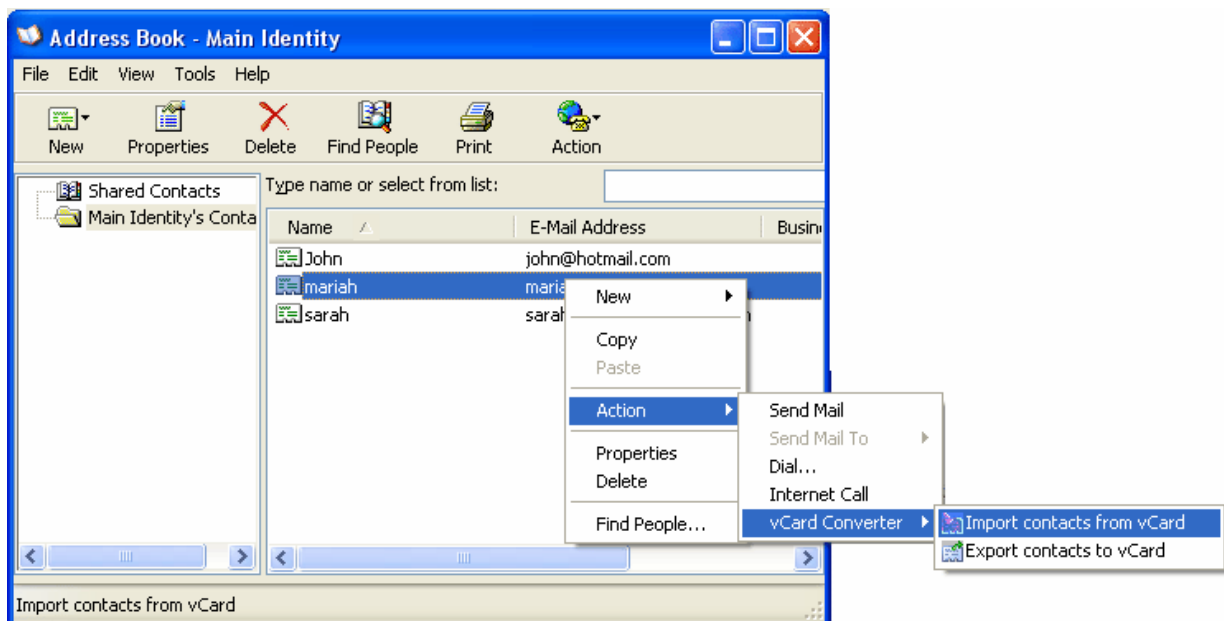
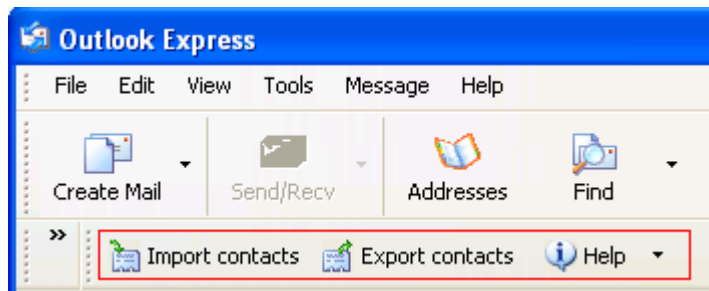



6. Using the toolbar buttons, you can conveniently **export** and **import** any number of Outlook Express and Windows Vista Address book contacts to/from vCard, iCard format files by simply selecting the files you wish to import/export and the destination folder.

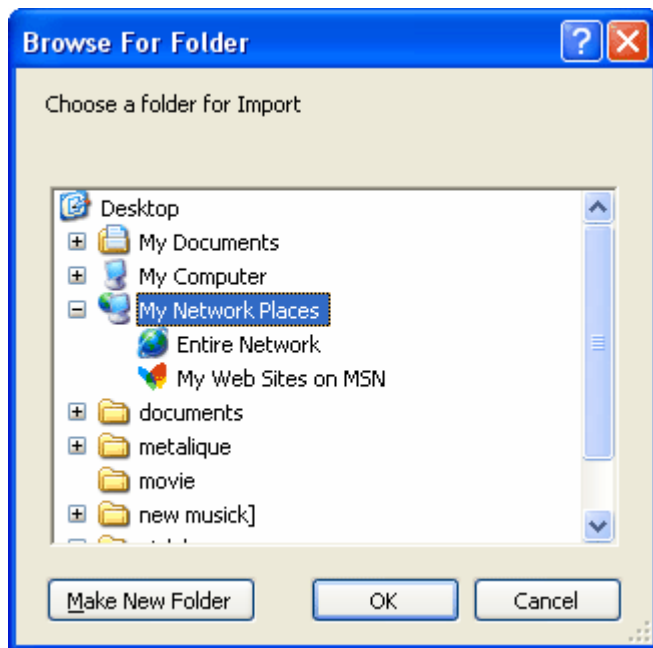
[vCard Converter for Outlook Express website](#)

## IMPORT VCARD, ICARD FILES TO CONTACTS FOLDERS

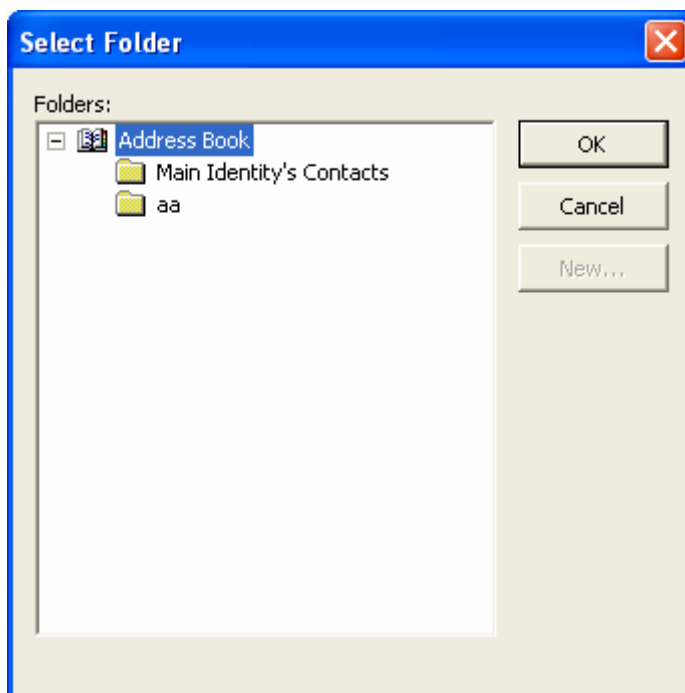
1. Click Import Contacts on the **Outlook Express and Windows Vista Address book toolbar**, or choose **Import contacts from vCard** from the **right-click menu** in the Address Book.



2. Select your system folder containing vCard, iCard files to import from (**Import vCard, iCard contacts from** ).

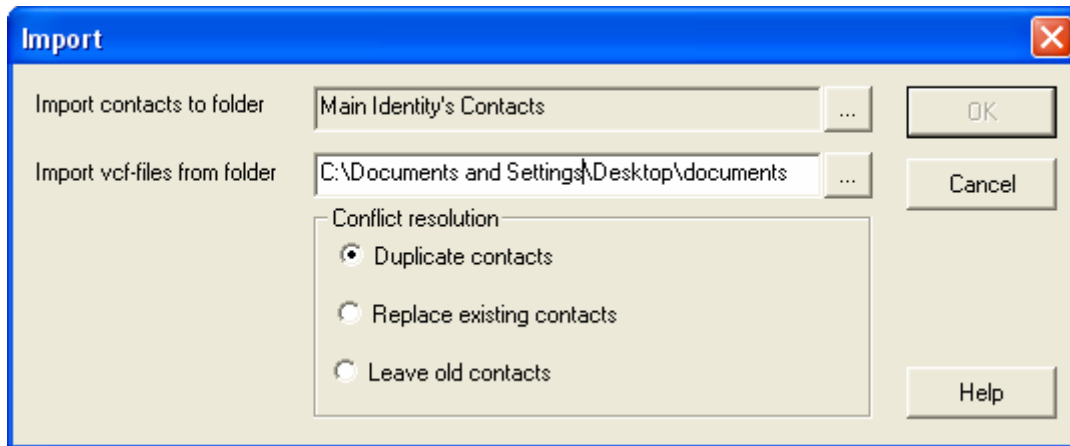



3. Select the Outlook Express and Windows Vista Address book Contacts folder to import vCard, iCard files to (**Save contacts to** ).



4. You may also select the appropriate option for resolving the conflict that might occur when you try to import contacts already existing in the indicated Outlook Express and Windows Vista Address book Contacts folder:
  - Select **Duplicate contacts** if you prefer duplicate contacts to be created in the indicated folder;
  - Select **Replace existing contacts** if you prefer the existing contacts to be replaced by the new ones imported from vCard, iCard files;
  - Select **Leave old contacts** if you prefer the existing contacts to be left in the folder instead of the imported ones.

5. Click "**OK**". All vCard, iCard files from the selected system folder will be converted to Outlook Express and Windows Vista Address book contacts and saved in the indicated Outlook Express and Windows Vista Address book Contacts folder.



 [vCard Converter for Outlook Express website](#)

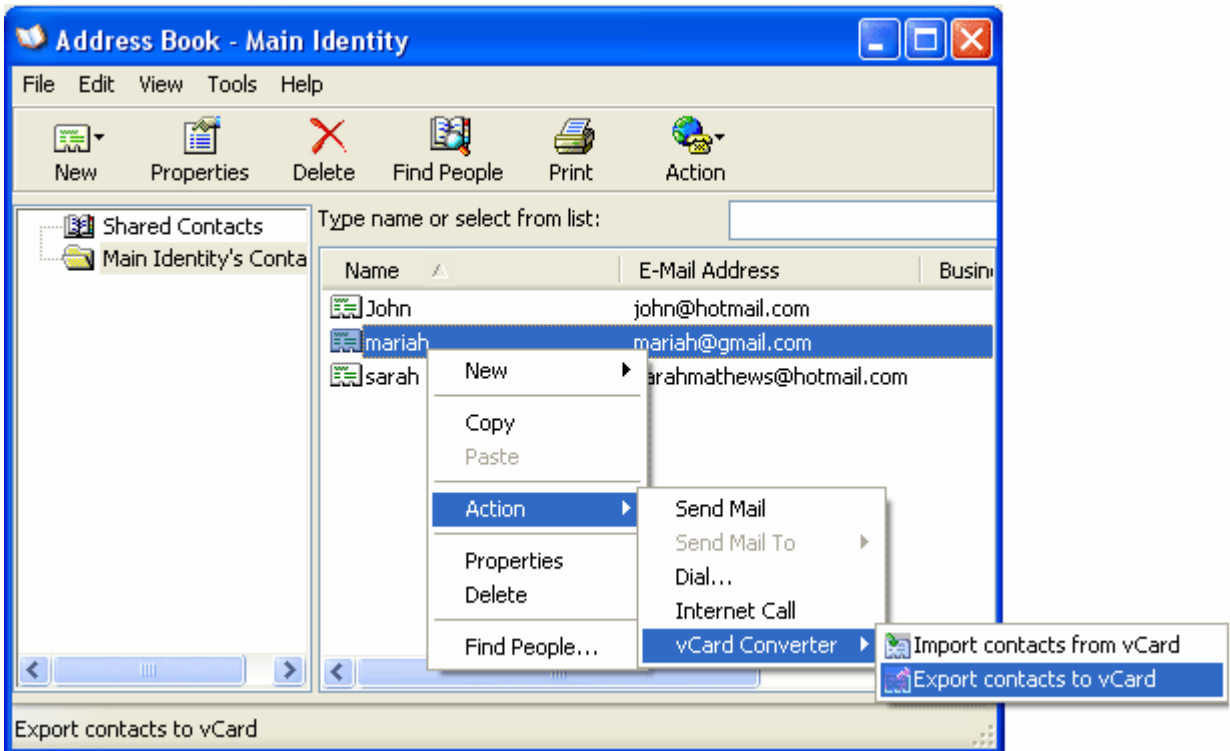
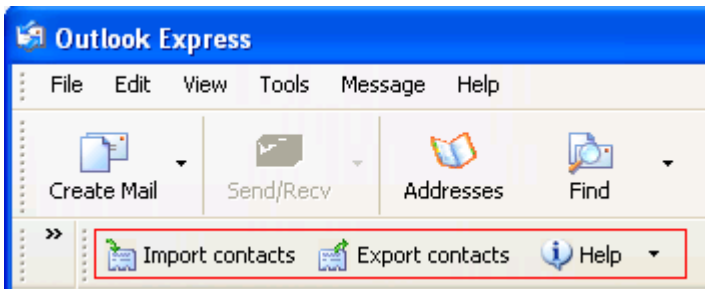



## EXPORT OUTLOOK EXPRESS AND WINDOWS VISTA ADDRESS BOOK CONTACTS

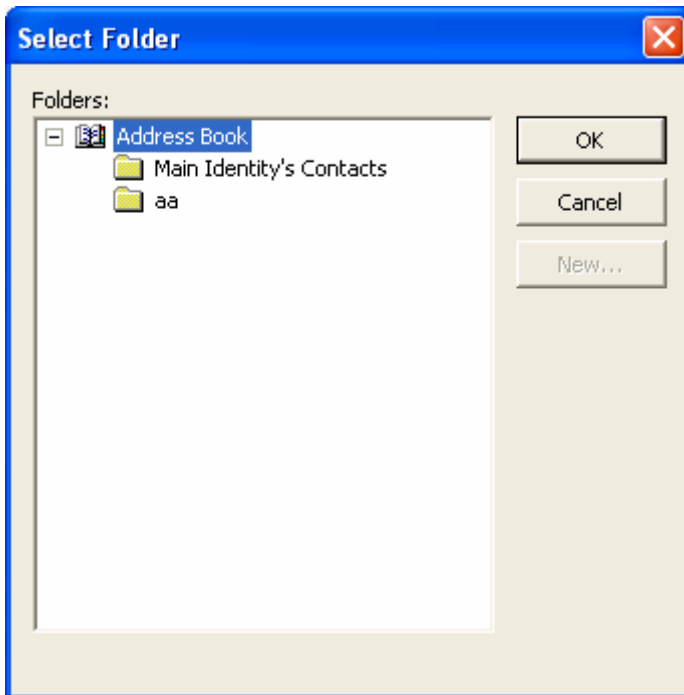
There are several ways to export Outlook Express and Windows Vista Address book Contacts to vCard, iCard format files using **vCard Converter for Outlook Express**:


► **Export Outlook Express and Windows Vista Address book Contacts folders to vCard, iCard:**

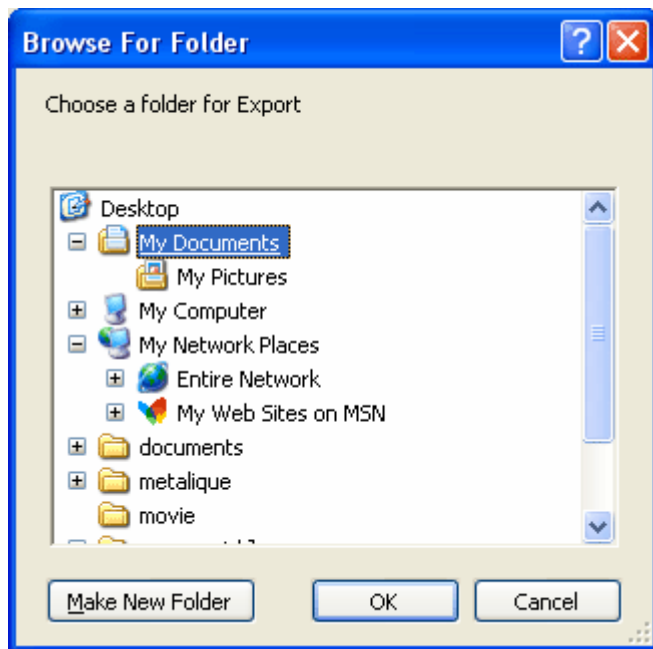
1. Click **Export Contacts** on the **Outlook Express and Windows Vista Address book toolbar**, or select **Export contacts to vCard** from the **right-click menu** in the Address Book.



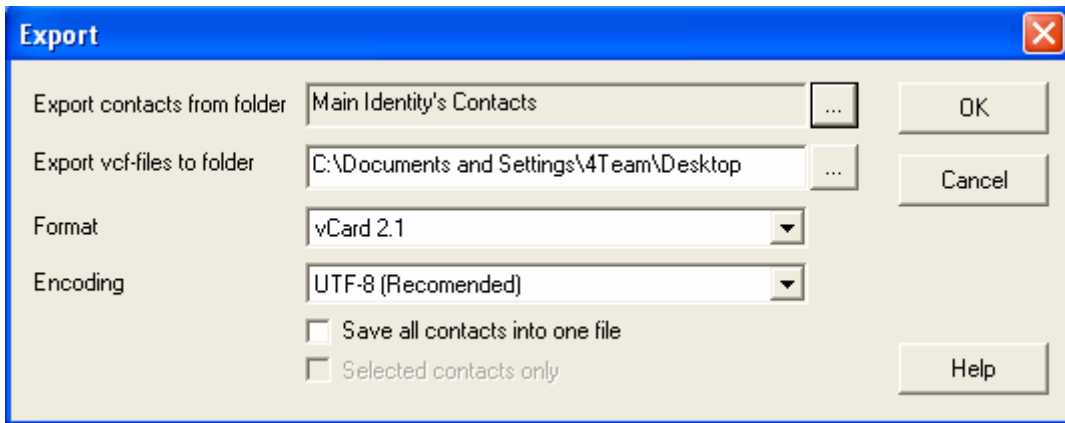
2. Select the needed Contacts folder to export Outlook Express and Windows Vista Address book Contacts from (**Export contacts from folder** ).



3. Select the system folder to export Outlook Express and Windows Vista Address book Contacts to (Save vCard files to )



4. Chose vCard, iCard files format (vCard 2.1 or vCard 3.0).
5. Select the preferred encoding for the exported Outlook Express and Windows Vista Address book Contacts. We recommend using the UTF-8 encoding as it is recognized by most workstations.
6. Check "**Save all contacts into one file**" if you want to convert all contacts into one \*.vcf (vCard, iCard) file.
7. Select the checkbox "**Selected contacts only**" to convert only the selected Outlook Express and Windows Vista Address book contacts.
8. Click "**OK**". All the contacts from the selected Contacts folder will be exported to the indicated system folder.

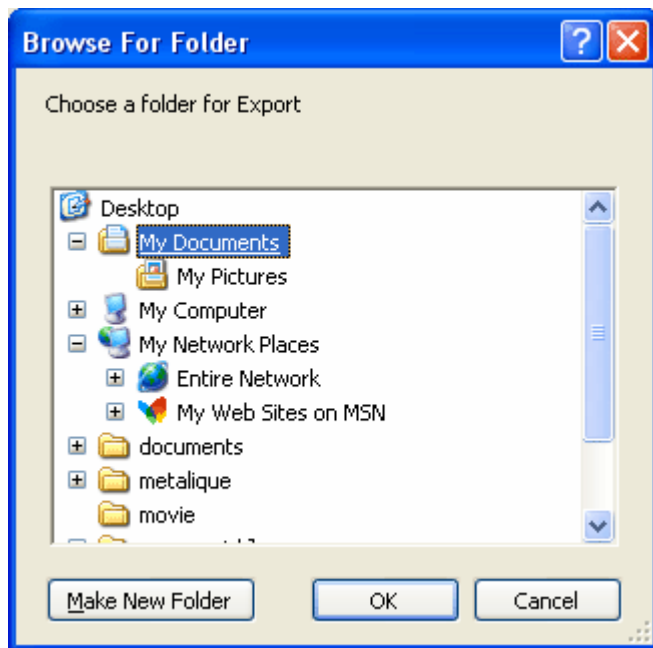


▶ **Export selected Outlook Express and Windows Vista Address book contacts to vCard, iCard:**

1. In the Address Book, select the contacts to be exported. You can use Ctrl + Left mouse click to select multiple Outlook Express and Windows Vista Address book contacts.
2. Choose **Export contacts to vCard** from the **right-click menu**.



3. Select the system folder to export Outlook Express and Windows Vista Address book Contacts to (**Save vCard files to**).



4. Chose vCard (vCard 2.1 or vCard 3.0), iCard files format.
5. Select the preferred encoding for the exported Outlook Express and Windows Vista Address book Contacts. We recommend using the UTF-8 encoding as it is recognized by most workstations.
6. Click "**OK**". All selected contacts will be exported to the indicated system folder.

 [vCard Converter for Outlook Express website](#)

## FREQUENTLY ASKED QUESTIONS (FAQ)

### ▶ Purchase

1. How do I purchase your software? What delivery options do I have?

You can use your a credit card, PayPal, wire transfer, or check (for US only). All these options are available when you order a product from our website. All software from our website is downloadable, but you can also order the 4Team BCD, which contains installation files and documentation and is sent by regular mail.

2. Do you provide a discount for non-profit organizations?

Yes, we do. Send us your NPO statement of exemption by fax and indicate the name of the actual purchaser and his/her email address where we can send the Promo Code that will generate a 15% discount.

3. I've just purchased the program but still don't have the Activation Code.

We email Activation Codes within 24 hours after the purchase. But on workdays we usually send Activation Codes within 1 hour. Please send us an email or call us if you don't receive it within this period.

4. I have purchased additional licenses, but my new activation code activates the wrong number of licenses now. What should I do?

Please send us an email or call us after the purchase, and we will send you a new Activation Code.

### ▶ Installation

1. I'm not a PC professional. Can I get help to install and tune-up the trial?

Yes, you can get a free email and LiveChat Help support in order to install and tune-up the program properly. Please check the Support part of our Online Help.

2. Must I have administrator's privileges in my computer's Windows user account if I want to install Product?

Yes, you need to have Administrator rights to install **vCard Converter for Outlook Express**.

3. Will I loose all Product data if I reinstall it?

No.

### ▶ Trying out vCard Converter for Outlook Express

1. The Demo that we have downloaded has now expired and we didn't get the chance to test it properly. Is there any way that we can download and try it again for another 14 days?

Please send an extension request to [support@4team.biz](mailto:support@4team.biz). Please provide your name, phone number, and your team size and describe the purpose of the extension.

2. I have downloaded the product trial a month ago and now I am trying to install it. But I get message that "Your trial is over". What should I do?

Please refer to 4Team support by e-mail or via live chat.

3. How do I update from the previous product version to a new one?

You must uninstall the previous version (go to Control Panel → Add or Remove Programs) and download and install the new one.


 [vCard Converter for Outlook Express website](#)

## TRIAL VERSION EXPIRED

Your trial version will expire in 14 days.

If you do not renew (activate) the trial version that is about to expire, you will not be able to use **vCard Converter for Outlook Express**. It is necessary to purchase the license to make the program work.

[Click here](#) to buy.

 [vCard Converter for Outlook Express website](#)

## PRODUCT UPDATE

To update **vCard Converter for Outlook Express** to a newer version, please do as follows:


1. **Check** your current version (Outlook Help menu→ 4Team About→ About vCard Converter for Outlook Express...).
2. **Connect** to the Internet.
3. **Refer** to the following link [http://www.4team.biz/purchase\\_vcardconverter.asp](http://www.4team.biz/purchase_vcardconverter.asp) and check for available version.
4. **Click Try Now** and **download** the latest version of software.
5. **Remove the old version** (Control Panel→ Add or Remove Programs).
6. **Install** the new one. All your product data will be saved and securely translated into a new version. Your Activation Code (your order number) is not required.

 [vCard Converter for Outlook Express website](http://www.4team.biz/purchase_vcardconverter.asp)



## UNINSTALL

1. Close Microsoft Outlook Express.
2. Go to Start → Control Panel → Add or Remove Programs.
3. Find **vCard Converter for Outlook Express** and click **Remove**.

 [vCard Converter for Outlook Express website](#)

## OTHER 4TEAM SOFTWARE

You can get acquainted with the entire 4Team Product line at [www.4team.biz](http://www.4team.biz).

### ✔ **Groupware and Sharing tools** for Microsoft® Outlook®:

[ShareO](#) Groupware, sharing any Microsoft Outlook Personal folders without server.

[ShareCalendar](#) Share and synchronize Calendar folders in Microsoft Outlook without a server.

[ShareContacts](#) Share and synchronize Contacts folders in Microsoft Outlook without a server.

[4Team for Microsoft Outlook](#) Manage your teams, create and share projects workspaces in MS Outlook with this powerful groupware without a server.

[Schedules4Team](#) Utilize a Microsoft Outlook workgroup calendar and Free/Busy time without a server.

[Sync2](#) Synchronize Microsoft Outlook on multiple PCs without a server.

### ✔ **Internet/Intranet Groupware & Services:**

[4Team Online Service](#) Web-based project management, group calendaring & collaborative solutions.

[4Team Online Server](#) Your "in-house" server based on 4Team Online Service.

[4Team Server](#) Server-based collaboration among the users of 4Team for Microsoft Outlook.

### ✔ **Fax Tools:**

[Fax4Outlook](#) Send and receive fax messages like regular Outlook letters.

### ✔ **Mail tools for Microsoft Outlook:**

[TabView Organizer](#) Search, filter and sort out e-mails, contacts, tasks, appointments in Microsoft Outlook.

[Send2](#) Send bulk e-mail to recipients from selected folders, e-mails, contacts, meetings, or tasks in one click.

[SendLater](#) Set a schedule for sending your e-mail messages.

[FreeBusy](#) Autoresponse to incoming e-mails, based on your Free/Busy (Out of Office) Status.

[CannedResponses](#) Canned text, templates, emoticons, documents integrated in the Outlook e-mail toolbar.

[ReplyWith](#) Simplify the process of replying repetitive email messages with predefined email templates.

[Duplicate Killer](#) Management of duplicate items in the Contacts, E-mails, Notes, Tasks, Calendar Folders of Microsoft Outlook.

[Notes2](#) Create and stick notes to Outlook e-mails, tasks, contacts, and appointments.

[Voice2Mail](#) Make voice memos and send voice messages with your Microsoft Outlook.

✓ **Contacts tools for Microsoft Outlook:**

[Alphabet4Contacts](#) Alphabet Tabs with Smart filters for your Microsoft Outlook Contacts folder.

[TabView](#) Organizer Search, filter and sort out e-mails, contacts, tasks, appointments in Microsoft Outlook.

[vCard4Outlook](#) Import vCard format files to the chosen Outlook Contact Folder. Export any Outlook Contacts Folder to the vCard format.

[Send2](#) Send bulk e-mail to recipients from selected folders, e-mails, contacts, meetings, or tasks in one click.

[Actual Contacts](#) Keep your Microsoft Outlook address book up-to-date easy and secure.

[ShareContacts](#) Share and synchronize Contacts folders in Microsoft Outlook without a server.

[Signature2Contacts](#) Capture name and address into Microsoft Outlook address book automatically.

[Duplicate Killer](#) Management of duplicate items in the Contacts, E-mails, Notes, Tasks, Calendar Folders of Microsoft Outlook.

[vSync](#) Outlook to vCard, vCalendar, or iCal converter.

✓ **Time saving tools:**

[TabView](#) Organizer Search, filter and sort out e-mails, contacts, tasks, appointments in Microsoft Outlook.

[Alphabet4Contacts](#) Alphabet Tabs with Smart filters for your Microsoft Outlook Contacts folder.

[ActualContacts](#) Keep your Microsoft Outlook address book up-to-date, easy and secure.

[Signature2Contacts](#) Capture name and address into Microsoft Outlook address book automatically.

[Memory Dialer](#) Communicate with your Contacts via MSN Messenger™, Skype™, and regular phone line in one click from one dialer interface.

[Notes2](#) Create and stick notes to Outlook e-mails, tasks, contacts, and appointments.

✓ **Import-Export Utilities for Microsoft Outlook:**

[vCard4Outlook](#) Import vCard format files to the chosen Outlook Contact Folder. Export any Outlook Contacts Folder to the vCard format.

[vSync](#) Outlook to vCard, vCalendar, or iCal converter.

✓ **Dashboards for Microsoft Outlook and 4Team:**

[Dashboard4Team](#) All Outlook and Project information in one place.

[Personal Folders Dashboard](#) All your Outlook Personal Folders information in one easy-to-navigate window.

✓ **Other tools:**

[DVD Labeler](#) DVD Labeler automatically captures the first frame image out of each DVD chapter and creates scene-indexing labels for your DVD movie.

[ActualContacts](#) Keep your Microsoft Outlook address book up-to-date, easy and secure.

[Duplicate Killer](#) Management of duplicate items in the Contacts, E-mails, Notes, Tasks, Calendar Folders of Microsoft Outlook.

 [vCard Converter for Outlook Express website](#)

## REPORT PROBLEM, SUGGESTIONS

- By Online Support Form: [http://www.4team.biz/support\\_form.asp](http://www.4team.biz/support_form.asp)
- By "Live Help" at <http://www.vcardconverter.com/> or [www.4team.biz](http://www.4team.biz).
- By e-mail at: [support@4team.biz](mailto:support@4team.biz).
- By telephone at: +1 (954) 796-8161.

 [vCard Converter for Outlook Express website](#)

## SUPPORT, CONTACT US

### ➔ Troubleshooting and Support procedure (Get Support):

1. Make sure you are running the **latest version** of vCard Converter for Outlook Express on your workstation(s). You can download the latest product release from the 4Team Corporation [vCard Converter for Outlook Express website](#) using **Try Now** link.
2. **Update your Office/Outlook** with the latest updates that improve the stability and security of Microsoft Express. [Click here](#) to go to Microsoft Office website. To check for updates in Windows Vista, go to Control Panel→ Security→ Check for Updates.
3. Check System Requirements.
4. Refer to Installation procedure.
5. Search the product FAQ.
6. **Contacting Support:** If you cannot solve your problem by any of the previous steps, please send a Bug Report email (Outlook Express Help→ 4Team About→ vCard Converter for Outlook Express → Report a Problem...) to [support@4team.biz](mailto:support@4team.biz), submit the [Online Support Form](#), or use [Live Help](#) with the following information:
  - A **detailed description** of the problem. Include the steps you have already taken to fix the problem, and, where appropriate, the steps to take in order to repeat the problem.
  - The **Product version** that you are running (Outlook Help→ 4Team About→ vCard Converter for Outlook Express).
  - The **operating system and Office/Outlook** version of the computer running the product.
  - **Screenshots** if available (press PrintScrn on the keyboard and paste (Ctrl + V) to Word® or any available picture editor).

**Note:** Please remember to keep all of conversation history when you reply to our e-mails. [Click here](#) to submit the **Online Support Form**.

### ➔ We provide full support for product trial and full version:

- By email at: [support@4team.biz](mailto:support@4team.biz) and [Online Support Form](#).
- By telephone at: **+1 (954) 796-8161 (pre-sale questions, activations, billing)**.
- By **Live Help** at <http://www.vcardconverter.com/> or [www.4team.biz](http://www.4team.biz).

➔ To **buy the license** please [click here](#).\*

- All our customers who purchased the program or added a new license are eligible to get free updates for one year from the last purchase date.
- If you are looking for other 4Team products for Microsoft Outlook, you can get them at significantly discounted prices; just send us an email with your order number, product name, and number of licenses that you wish to purchase.

**!!! Note:** We do not provide support for Microsoft Outlook Express and Windows Mail; please refer to the resources at [Microsoft website](#).

\* Make sure that your computer is connected to the Internet if you want to use this page for orders and support.

 [vCard Converter for Outlook Express website](#)