

# How to Import Public Folders in MachPanel

## Summary

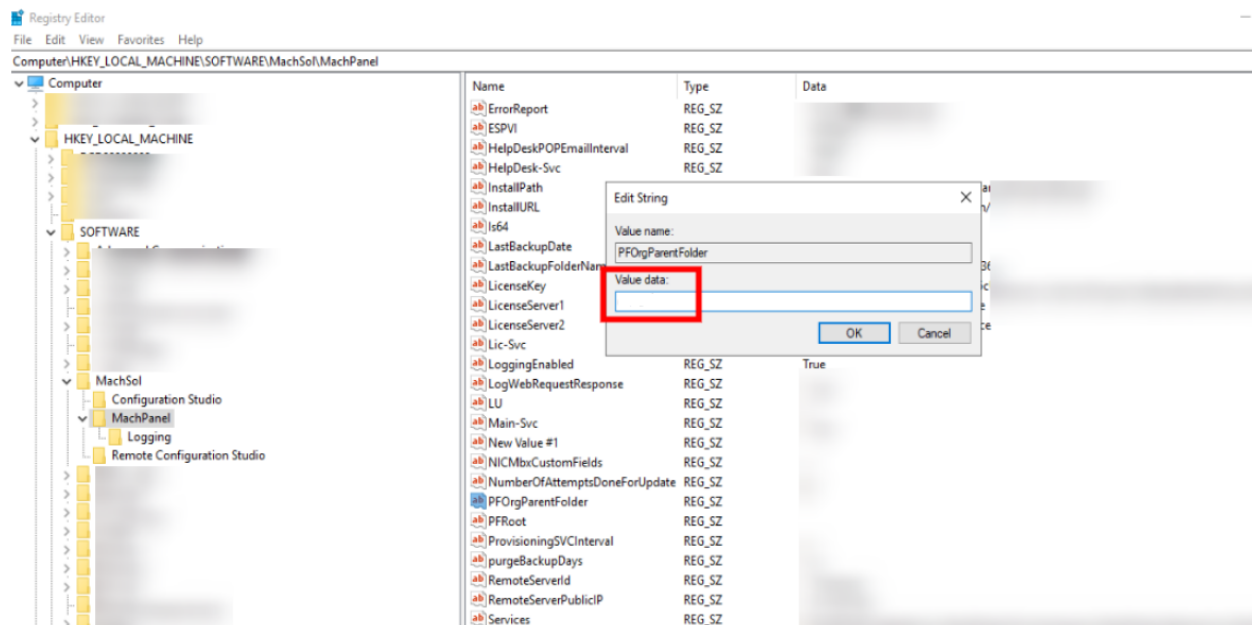
This article provides information about how to Import Public Folders in MachPanel Control server.

## Applies To

MachPanel 7.0.25 HF1 or later, Please [Update](#) if you are on earlier versions

## Procedure

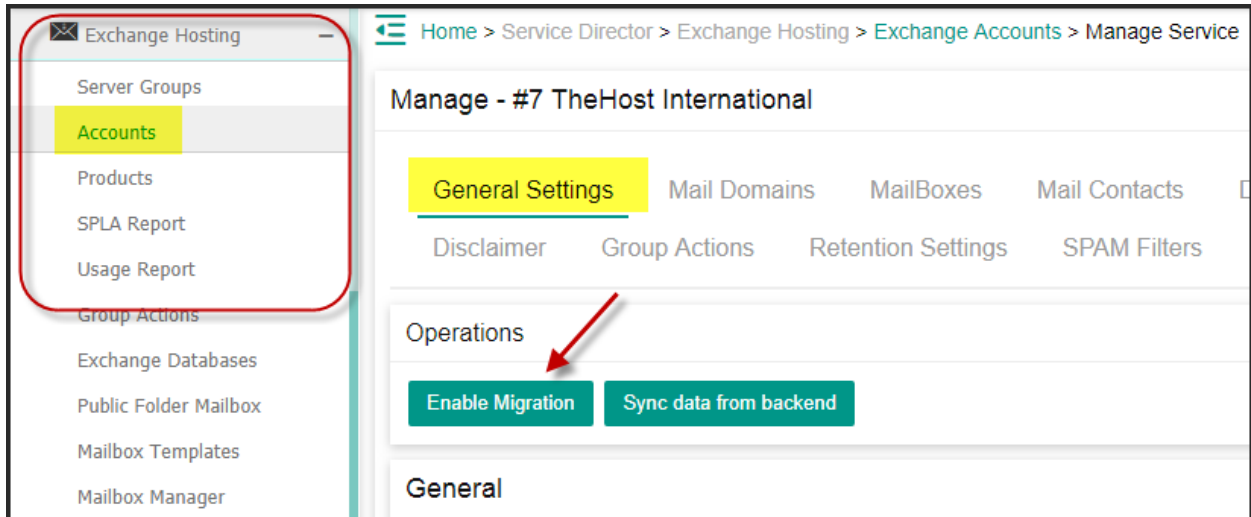
- Launch Registry Editor on Machpanel Control Server Navigate to "**Computer\HKEY\_LOCAL\_MACHINE\SOFTWARE\MachSol\MachPanel**"
- Locate the String "PFOrgParentFolder"
- Clear this Value= 'domain' as shown below and click **OK**.



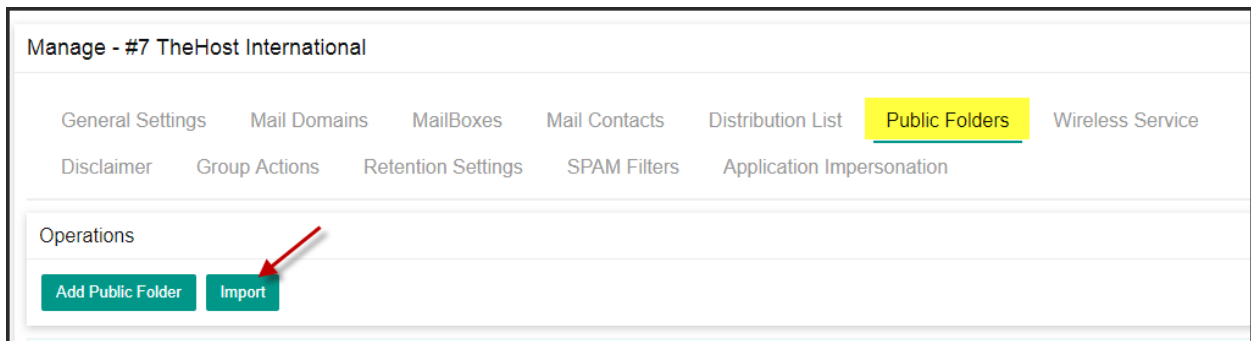
- Go to **Home > Service Director > Exchange Hosting > Exchange Accounts**

## How to Import Public Folders in MachPanel

- Click **Manage** in front of the organization under which you want to import public folders.
- Click on **Enable migration** tab as shown in below snapshot.



- After clicking on **Enable migration** tab go to the Public Folders tab. Here you will see the **Import** button under **Public Folders** tab as shown below:



- You will see all the public folders under '\', you need to select the Parent Public Folder e.g. \TheHost.com in this example



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- Click on **Save** to complete the public folder import process. You will see the below message on completion.

Importing Public Folder: \TheHost.com\HostFeedback  
»» Operation was successful.  
Importing Public Folder: \TheHost.com\HostOffice  
»» Operation was successful.  
Importing Public Folder: \TheHost.com\TheHostDoc

- That will complete the public folder import process, all sub Public folders will get imported automatically.

Manage - #7 TheHost International

General Settings   Mail Domains   MailBoxes   Mail Contacts   Distribution List   **Public Folders**   Wireless Service

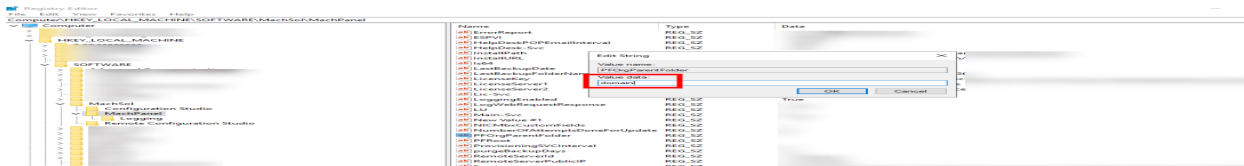
Disclaimer   Group Actions   Retention Settings   SPAM Filters   Application Impersonation

Operations

[Add Public Folder](#)   [Import](#)

Public folder name	Mail Enable Folder	Options
TheHost.com\Data	Yes	<a href="#">Delete</a>
TheHost.com\HostFeedback	No	<a href="#">Delete</a>
TheHost.com\HostOffice	No	<a href="#">Delete</a>
TheHost.com\TheHostDoc	No	<a href="#">Delete</a>

- Revert the value i.e. the value of "PFOrgParentFolder" to 'domain' again.



## How to Import Public Folders in MachPanel

MachPanel Knowledgebase

<https://kb.machsol.com/Knowledgebase/50291/How-to-Import-Public-Folders-in-...>