



Move to Office 365 Fast and Accelerate Remote Work

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Unleash the Power of You

Agenda

Identify Migration Approach

Discovery & Assessment

IA & Governance Planning

Pilot Migration

Migration Execution



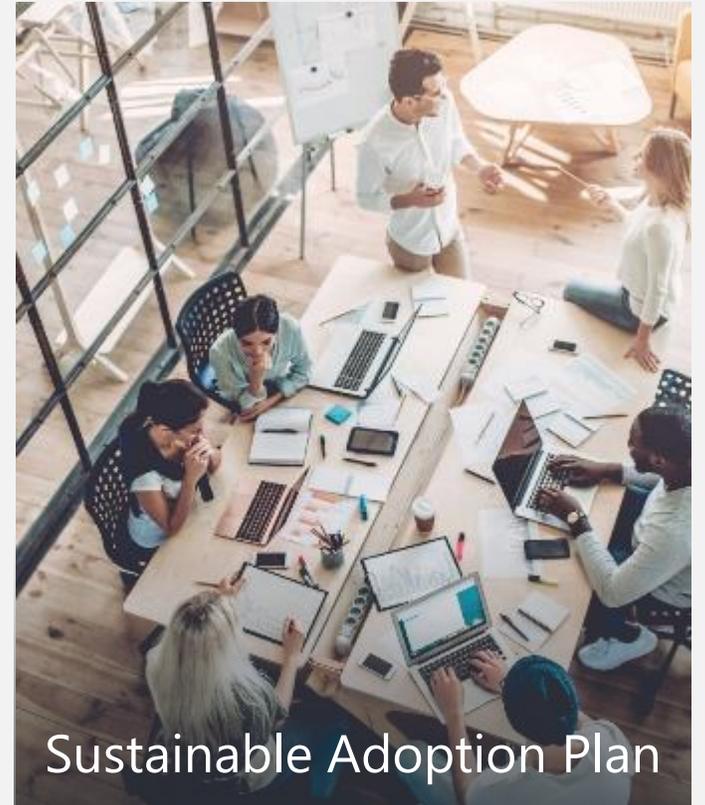


Look Familiar?

Migration Challenges

Office 365
Throttling Limits

Many Content
Sources



Lack of Migration Experience

SharePoint
Customizations

Data
Governance
& Classification



Identify Migration Approach



Migration Approach



Migrate Everything



Selective Migration



Migrate & Recertify



Content Burst Migration



Migrate Everything



WHAT

- Migrate all source content.
- Organized in one cluster with full followed by incremental and cutover activities or spread over multiple clusters with intermittent cutover activities.

CONSIDERATIONS

- Environment size and characteristics of data source
- Certification and impact to users
- Number and frequency of cutovers
- Migration time objectives



Selective Migration



WHAT

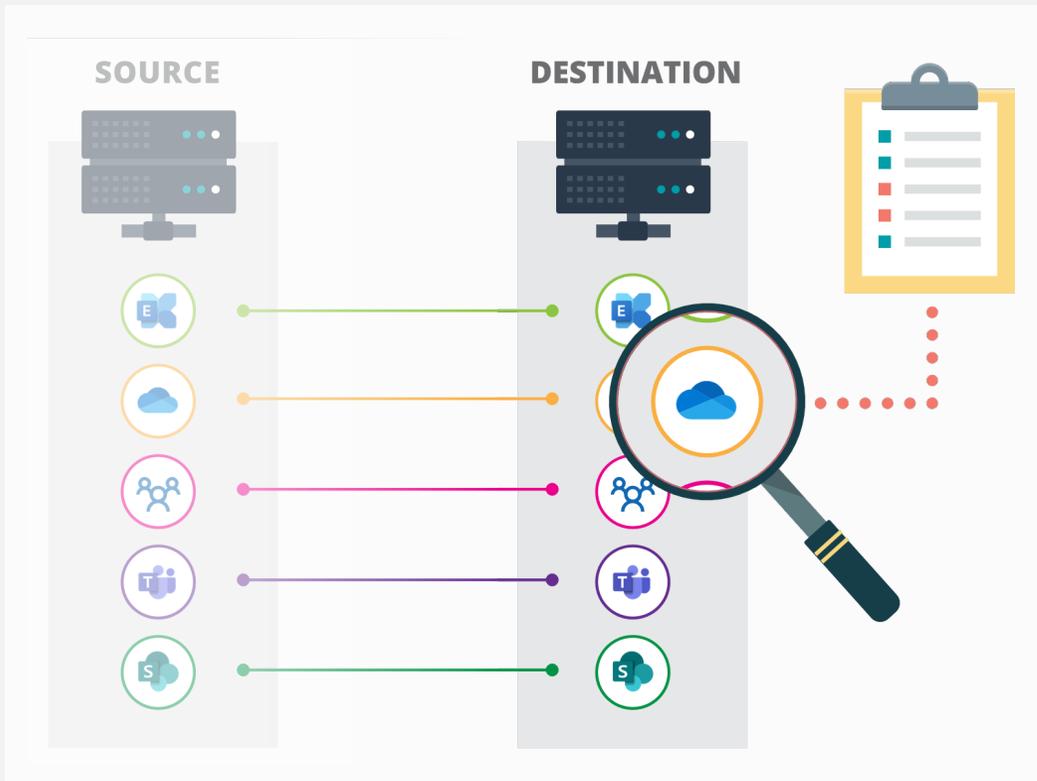
- Variation of “migrate everything”
- ROT pre-migration analysis

CONSIDERATIONS

- Do you have the time to do this
- Are there data governance guidelines to help guide your analysis
- Reliance on users to validate decisions
- Time to Value gamble
- Source suitability



Migrate and Recertify



WHAT

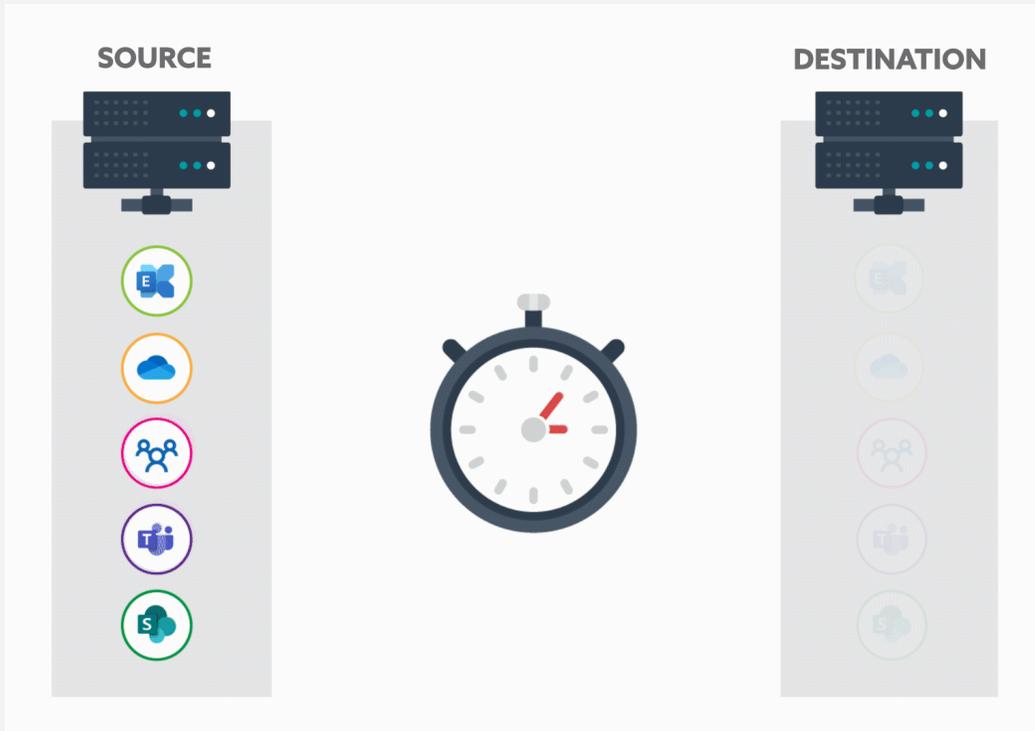
- Variation of “migrate everything”
- Execute Life Cycle Management certification activities after content has been migrated – e.g. site recertification, content archiving strategies, content disposition, etc.

CONSIDERATIONS

- You still need to migrate “everything”
- Some sources are less suitable for this strategy (e.g. exchange)
- Time – Value Gamble



Content Burst



WHAT

- Prioritize transition activities to accelerate platform adoption
- Migrate minimum content to maintain uninterrupted and business continuity activities; transition users to resume business operation and collaboration; continue post transition migrations

CONSIDERATIONS

- Finding the value line
- Suitable to larger environments



Customizations



What's a customization

- Start with the source (e.g. exchange versus lotus notes; file share versus SharePoint, etc.)
 - Custom page layout
 - Master page customizations
 - custom css or javascript
 - Third party webparts or solutions
 - Backup, administration, etc.
- Qualify
 - Global versus localized
- Usage Patterns
- Value score
- Cost to rebuild



Discovery & Planning

Migration Framework

Phase 1 Migration Discovery, Assessment, and Planning

Phase 2 Information Architecture and Governance Planning

Phase 3 Pilot Migration

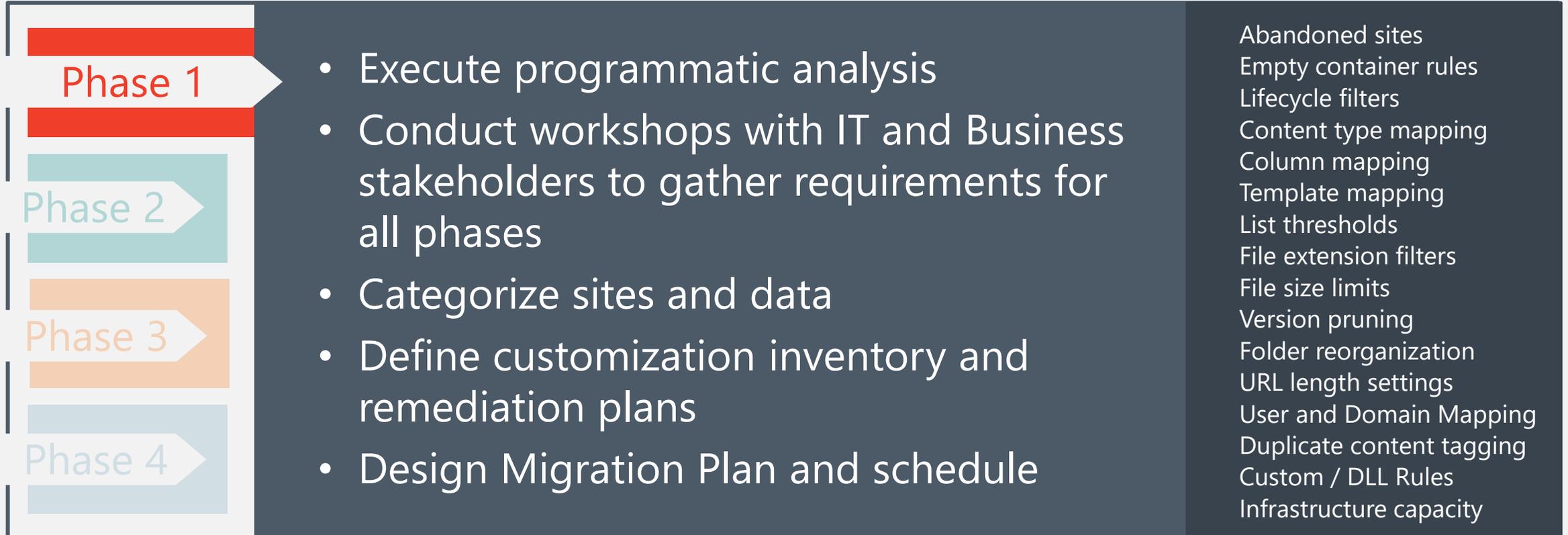
Phase 4 Migration Execution

Comprehensive Migration Plan

- IA & Governance framework will help avoid “sprawl”
- Pilot confirms validity of the plan and provides insight into potential roadblocks
- Iterative Migration Execution will focus first on high priorities and quick wins



Migration Discovery, Assessment, & Planning



Tenants of Data Discovery



Where is it?



File Share



SharePoint



Office 365



Database



What is it?

File Level Analysis



- Redundant, outdated and trivial (ROT) data
- File types (Music, log files, etc.)

Content Level Analysis



- Sensitive data
- Date Created
- Owner



Who can access it?



Who owns it?



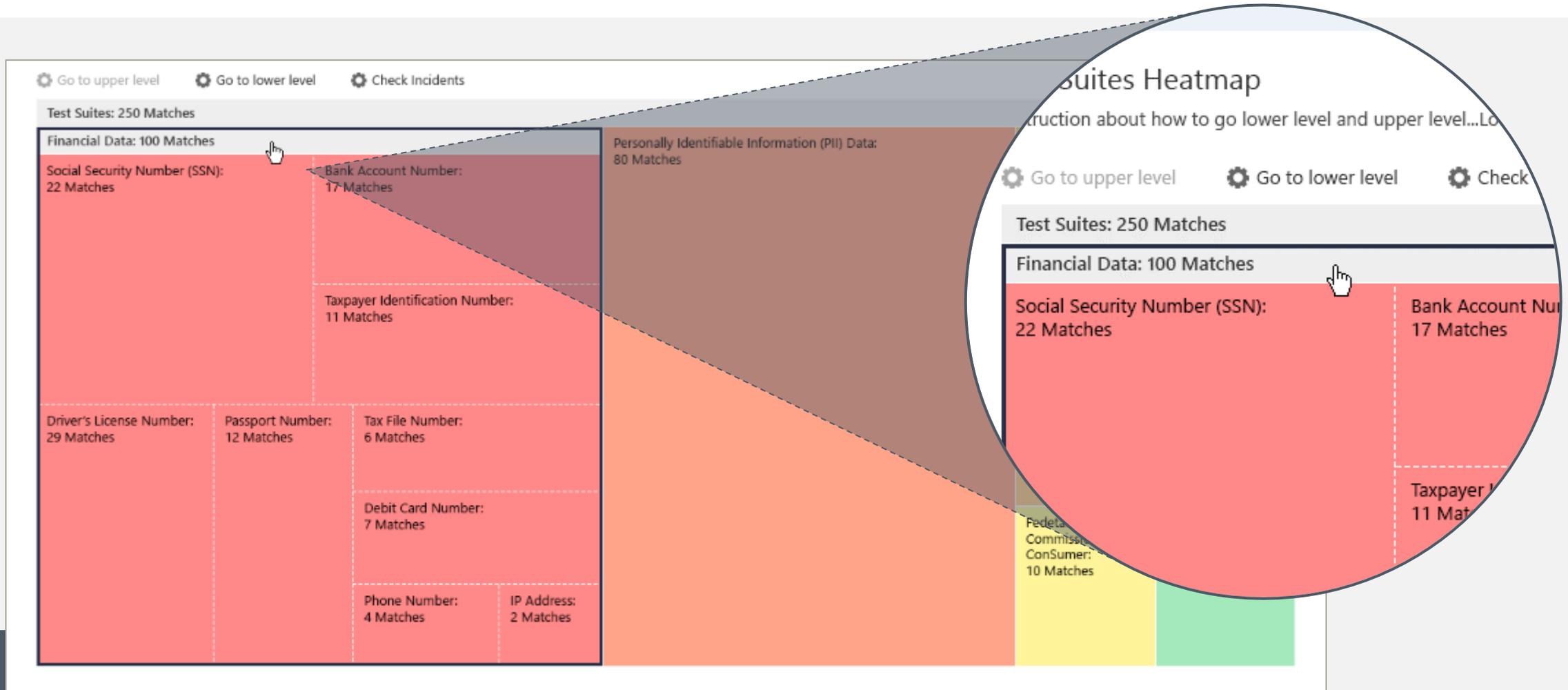
Who can read it?



Who can edit it?



Example: Heat Map of Sensitive Data



Migration Design Workshops

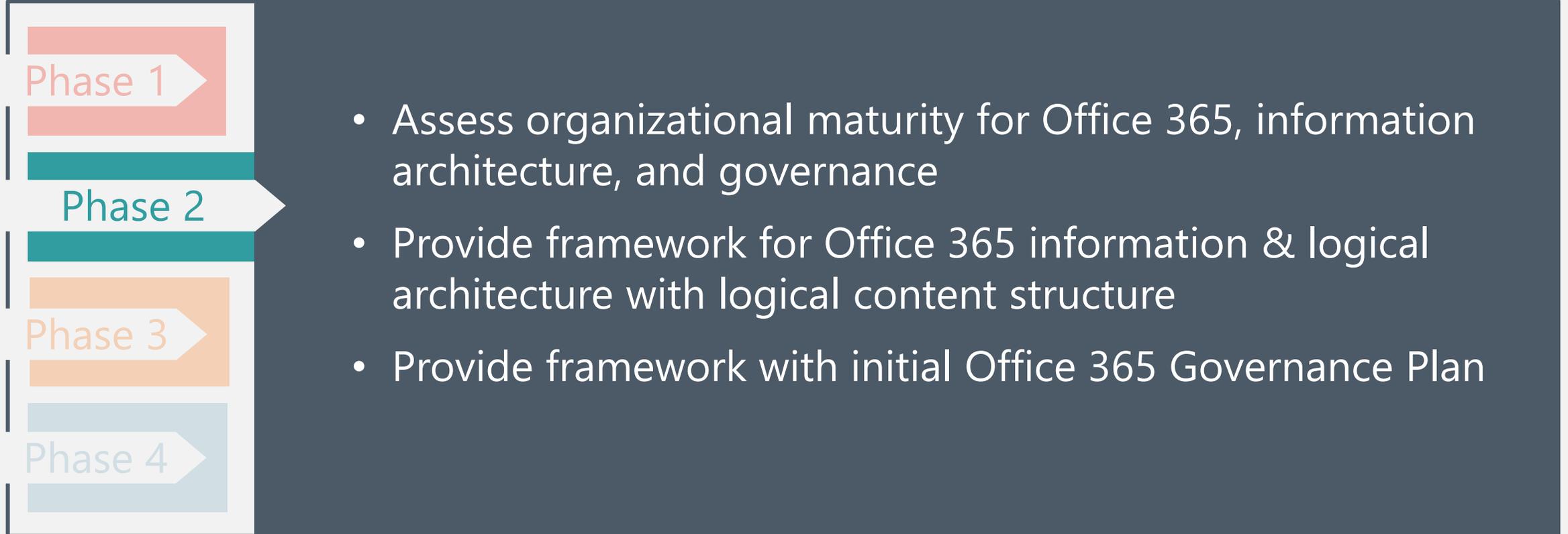


- Pruning and exclusion criteria
- Rules that define the file size, URL limitations to be applied during the migration project
- Scheduling and orchestration of migration
- Content reorganization
- Content classification and tagging guidelines
- Permission guidelines
- Optimal migration architecture (e.g. use of Azure Infrastructure vs. Local Services, HSM vs. CSOM, Database Migration, etc.) necessary to complete the project

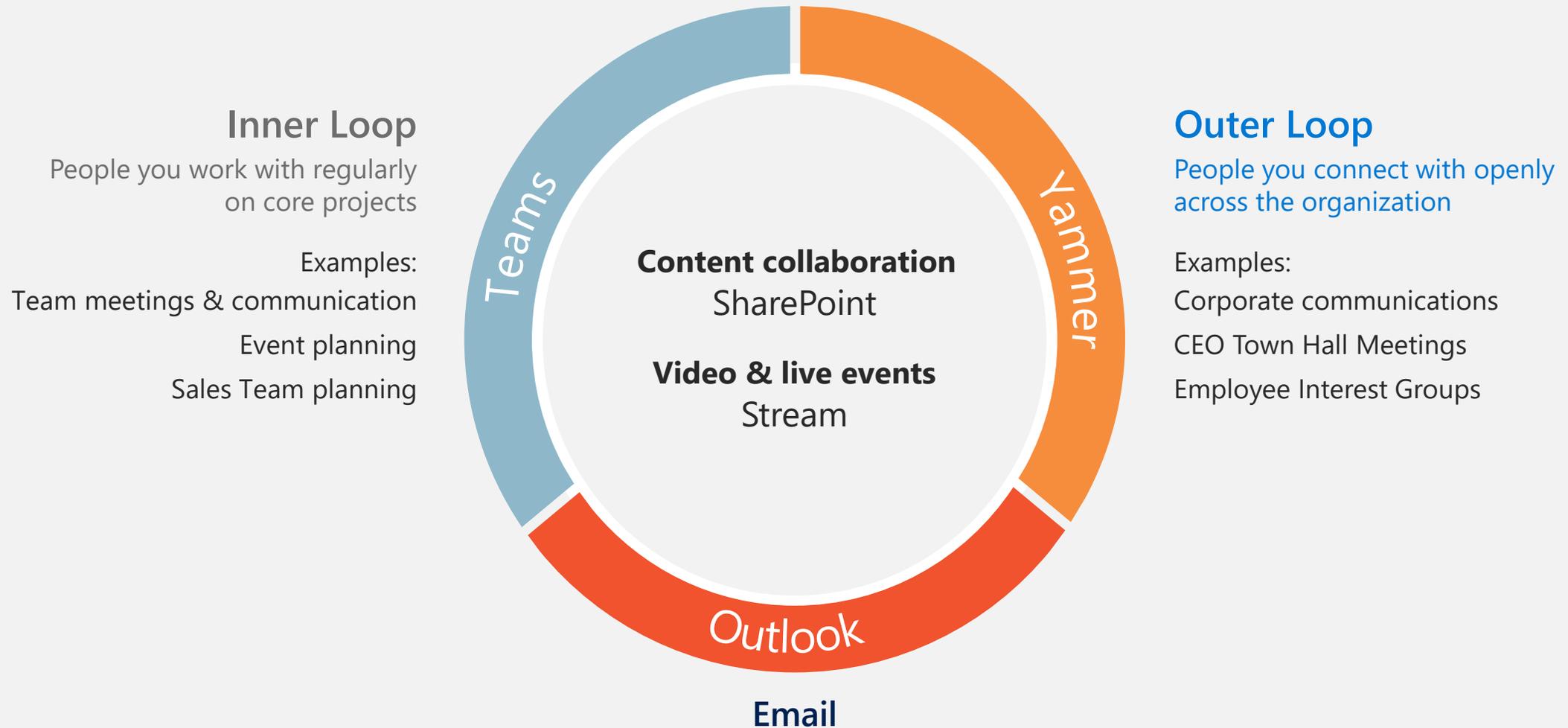


IA & Governance Planning

Information Architecture & Governance Planning



Teamwork in Microsoft 365



Pervasive availability. Targeted communications.

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Governance Focus for Office 365



For collaborative workspaces, need to govern:

How they are
requested, approved
and created

Provisioning

How availability,
compliance and
changes over time are
managed

Management

Retention, expiration
and disposal

Lifecycle



Workshops, Planning, & Stakeholder Engagement

Representative Stakeholder Analysis

IT knows technology and business understands their needs; we bring them together to create strategies that represent the global organization and achieve your critical mission.

Prioritization and Planning

We prioritize technical capabilities matched with business use cases to define plans that ensure long-term success across the global organization and identify quick-wins to gain traction.



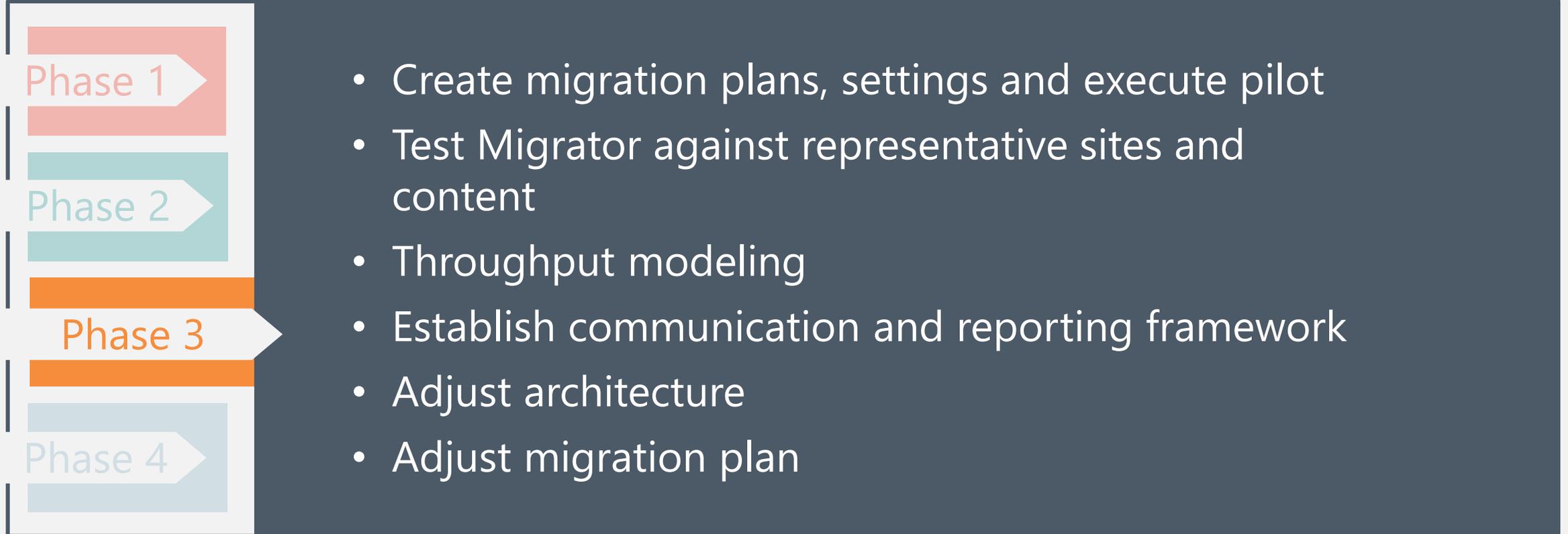
Governance & Compliance

Taxonomy & IA

Infrastructure & Office 365

Pilot Migration

Pilot Migration



Pilot Activities



Create & execute a series of pilot migrations for each of the source systems

Validate the migration design profiles

Review results with a small group of users (UAT)

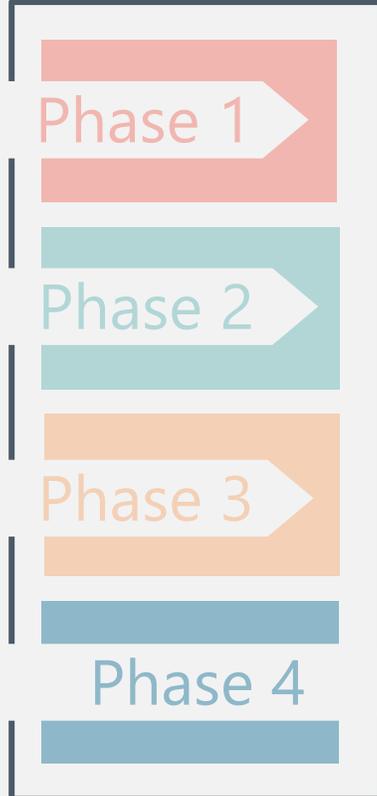
Confirm & adjust migration architecture based on performance analysis

Validate any tools, scripts or dependencies simulate user acceptance process with a before & after snapshot of a sample



Migration Execution

Migration Execution



- Migration execution following iterative release plan
- Customization remediation (optional)
- Compliance scanning (optional)
- Data validation and User Acceptance
- Post migration remediation



Migration Wave

Sprint / Wave Methodology and Framework

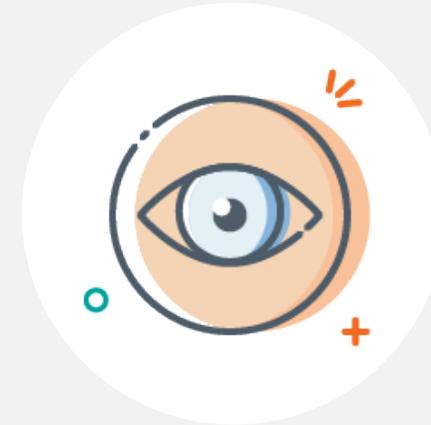
- Execute migration activities
- Manage schedule, issue and progress reporting via PBI Framework
- Track audit failure reports
- Track offshore progress
- Coordinate issue reporting and remediation
- Negotiate New Feature Requests and understand when to execute support tickets



Migration Validation



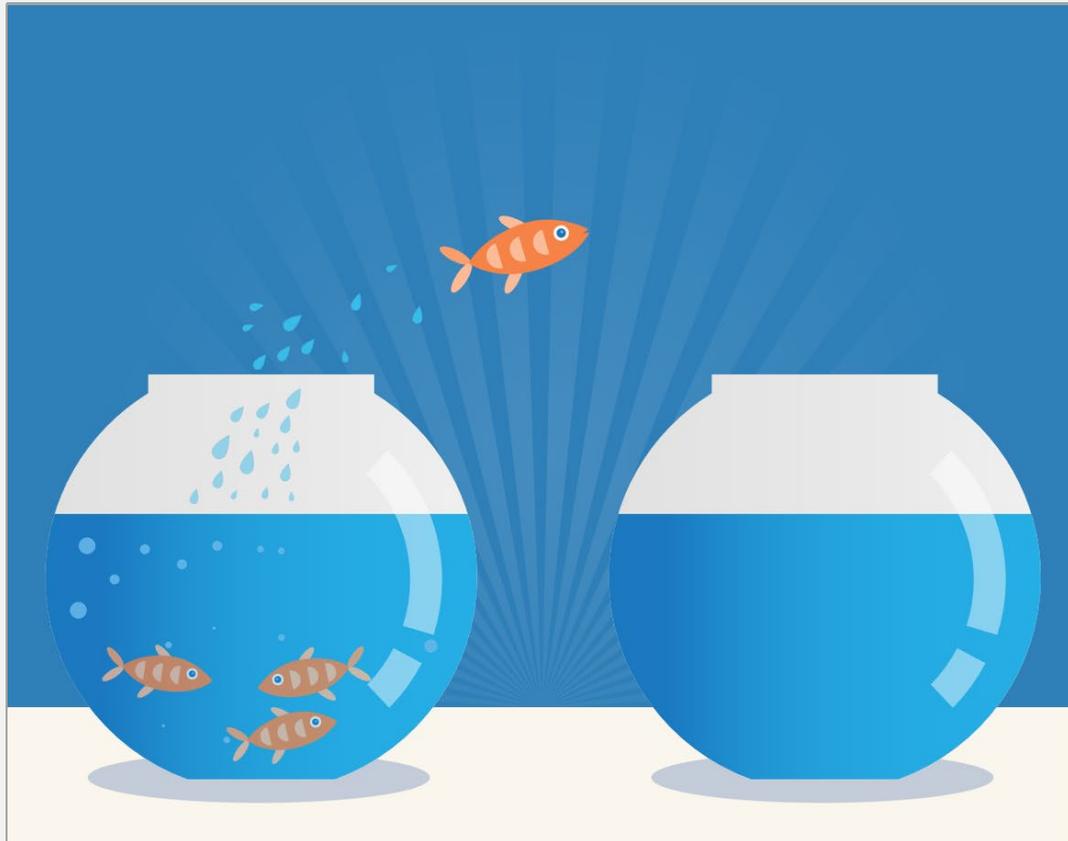
Compare object counts between source and destination



Spot check pages, metadata, permissions, webparts, etc.



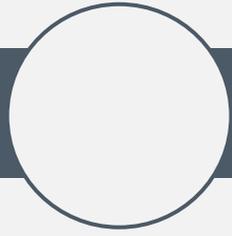
Incremental Migration



- Address migration variance
- Set source to *ready only* once incremental migration is completed



Testing



When and how to engage with business users

- Content sources drive testing approach and duration
- Business users have a day job
- Focus on pilot with diminishing end user testing as migration progresses
- Testing @ full scale is not practical
- Anticipate post migration end user support inquiries
- Anticipate false positive issues due to platform and feature changes
-



Customer Success

T Systems

Success Highlights

- Migrated 350 terabytes (TB) of various legacy data sources to both SharePoint on-premises and online
- Reduced number of connection paths required to migrate to Office 365 SharePoint Online

A Large Mining Company

Success Highlights

- Migrated 8.4 terabytes (TB) of Documentum and eRoom data to SharePoint Online
- Completed the migration with our high-speed framework in 3 weeks overcoming Office 365 throttling limitations



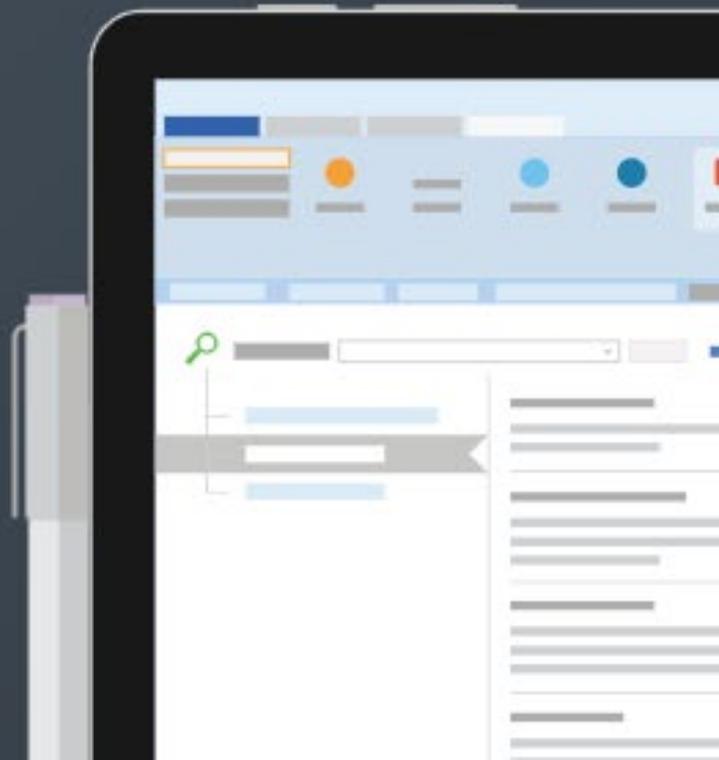
Success Highlights

- Migrated 1.2 terabytes (TB) of data from 766 eRooms and Lotus Notes to SharePoint Online
- Completed the migration with high customer satisfaction and endorsement

Migrate to Office 365 or SharePoint with minimal business disruption.

Bring your legacy collaboration system into the future. Migrate data from LiveLink, Lotus Notes, and HP Trim to the latest versions of SharePoint or Office 365.

[Request a Demo](#)



AvePoint Migration as a Service (MaaS)

Let the Experts Take Care of You

AvePoint is the industry leader in Information Management. Trust our proven white glove migration services to reduce risk while you focus on your core business

The ONLY Software owned Service

AvePoint White Glove Migration Services coupled with our award winning world-class solutions, is the ONLY software owned migration service in the world today.

Unique Framework

Migration Assessment

Migration Planning and Design

Migration Implementation



Comprehensive Migration Solution

Customer Wants to Migrate...	Other Cloud File Stores (Amazon, Azure, Egnyre)	Dropbox	box	Google Drive	Office 365 Tenant to Tenant	Email (G-Mail, IMAP, POP 3, Exchange)	File Shares (On-Premises)	SharePoint	slack	Microsoft Teams & Groups	eRoom	documentum	Livelink	Lotus Notes	Quikr	HP TRIM	IBM Connections	Microsoft Office SharePoint 2007
 <p>Let Us Do the Heavy Lifting</p>																		
 <p>Optimized Migration Project</p>		●	●	●	●	●	●	●	●	●								
 <p>Legacy Source Migration Project</p>											●	●	●	●	●	●	●	●
																		



What We Covered

Identify Migration Approach

Discovery & Assessment

IA & Governance Planning

Pilot Migration

Migration Execution



Let's Connect

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thank you

Gracias

ευχαριστώ

Danke

Grazie

благодаря

Hvala

Obrigado

Kiitos

شكراً

Tak

Ahsante

Teşekkürler

متشكراً

Salamat Po

감사합니다

Cám ơn

شكريه

Terima Kasih

Dank u Wel

Děkuji

நன்றி

Köszönöm

ありがとう
ございます

ໜ້າອຸດອນ

Dziękuję

谢谢

Tack

Mulțumesc

спасибо

Merci

תודה

多謝晒

дядкую

Ďakujem