SharePoint Migrations to Office 365
Best Practices and Common Pitfalls

Solutions for Success Education Series

Solutions for **Success**

POINT ALLIANCE

About Us

Point Alliance is an award-winning **Microsoft Gold Certified** partner with **8** Microsoft **competencies**.

Our consulting practice is a recognized leader in delivering proven business solutions to **Global 300** companies across many industries. Backed by over **17 years** of proven results from over 300 organizations.

Denis Molodtsov

SharePoint & Office 365 Architect

Delivered over 100 customized projects

My GitHub is github.com/zerg00s
My LinkedIn is linkedin.com/in/molodtsovd
I live in Toronto, Canada

Study Case

40.000+ users

13 years of history

4 TB of data

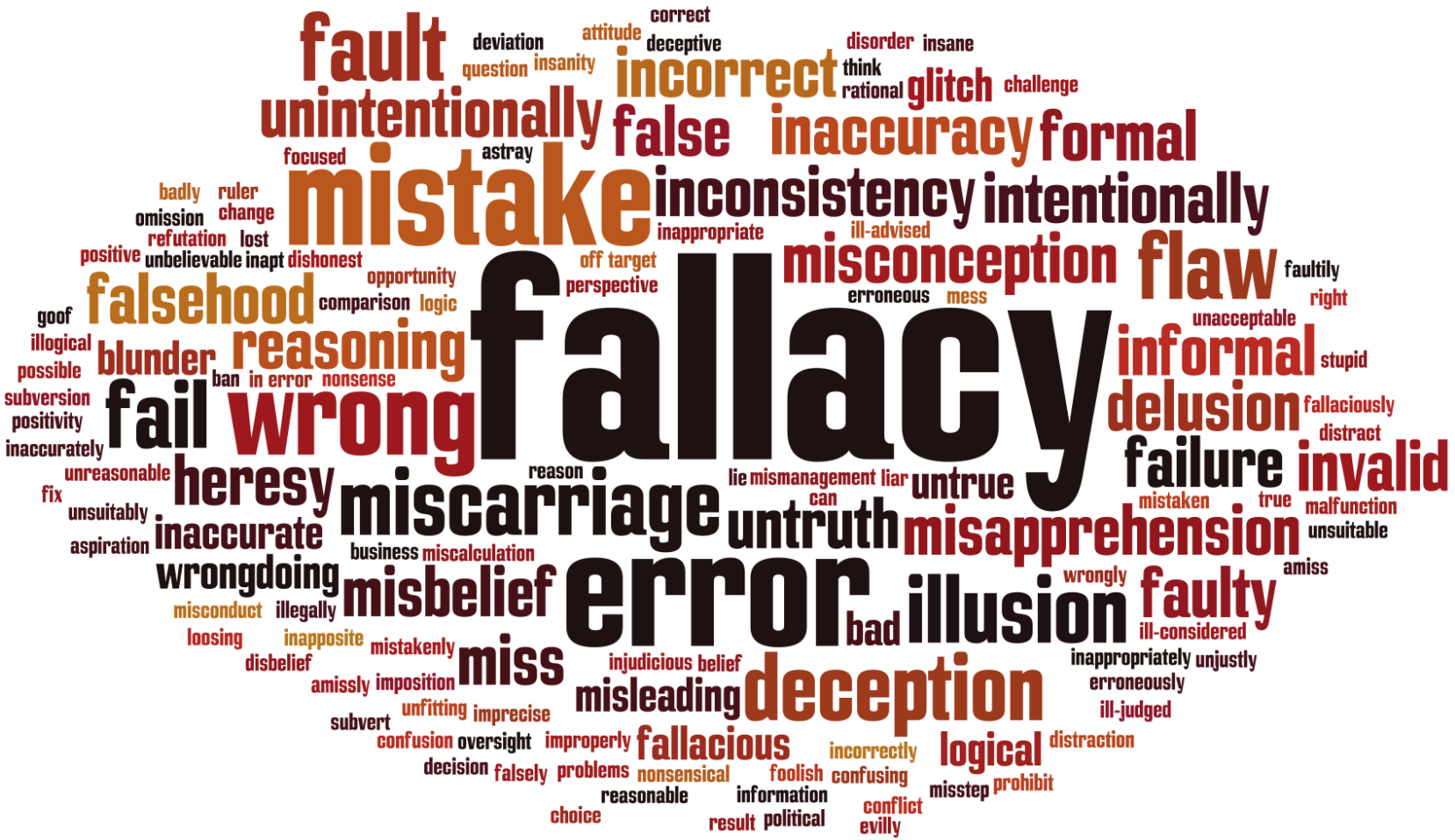
SharePoint 2010

3 large farms

> 5 small farms

>1000 site collections

> 40 web applications



Common mistakes

Expect that SharePoint Online is identical to SharePoint on-prem

Expect that you will no longer need SharePoint on-prem

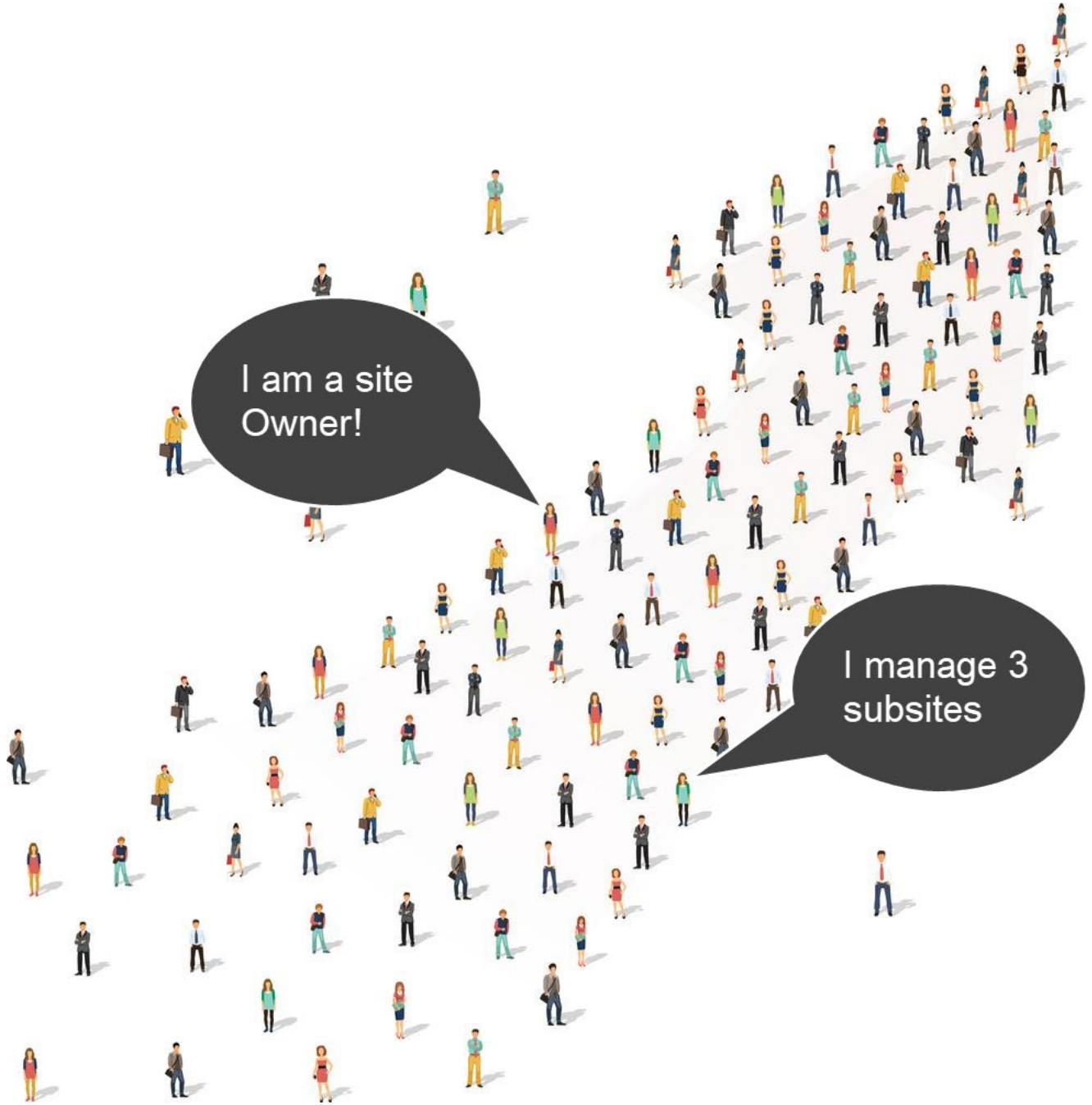
Treat migration as a purely technical-only task

Ask a single SharePoint Administrator to handle it

Migration team

Migration coordinator
Communication officer
Migration officer
Remediation officer
User adoption officer

Administrators
Service Desk
Governance officer
Site owners
Site stakeholders



Collecting site owners

Create a survey and collect results

Many sites will have no owners

Some sites might have multiple owners on different subsites

Communications

Collect site owners

Give site owners plenty of warning

Explain what site owners need to do before, during and after migration

Send T-7, T-1, T+1 Emails

Every site is a project for site owners

Site owners will need:

- Plan migration date
- Secure budget
- Clean existing site
- Check-in checked out files
- Study SharePoint Online
- Find a SharePoint SME
- Review customizations
- Upgrade customizations
- Implement PoC with SPO
- Post-migration test
- Update external links

User Adoption

SharePoint Online User adoption training

Knowledge database

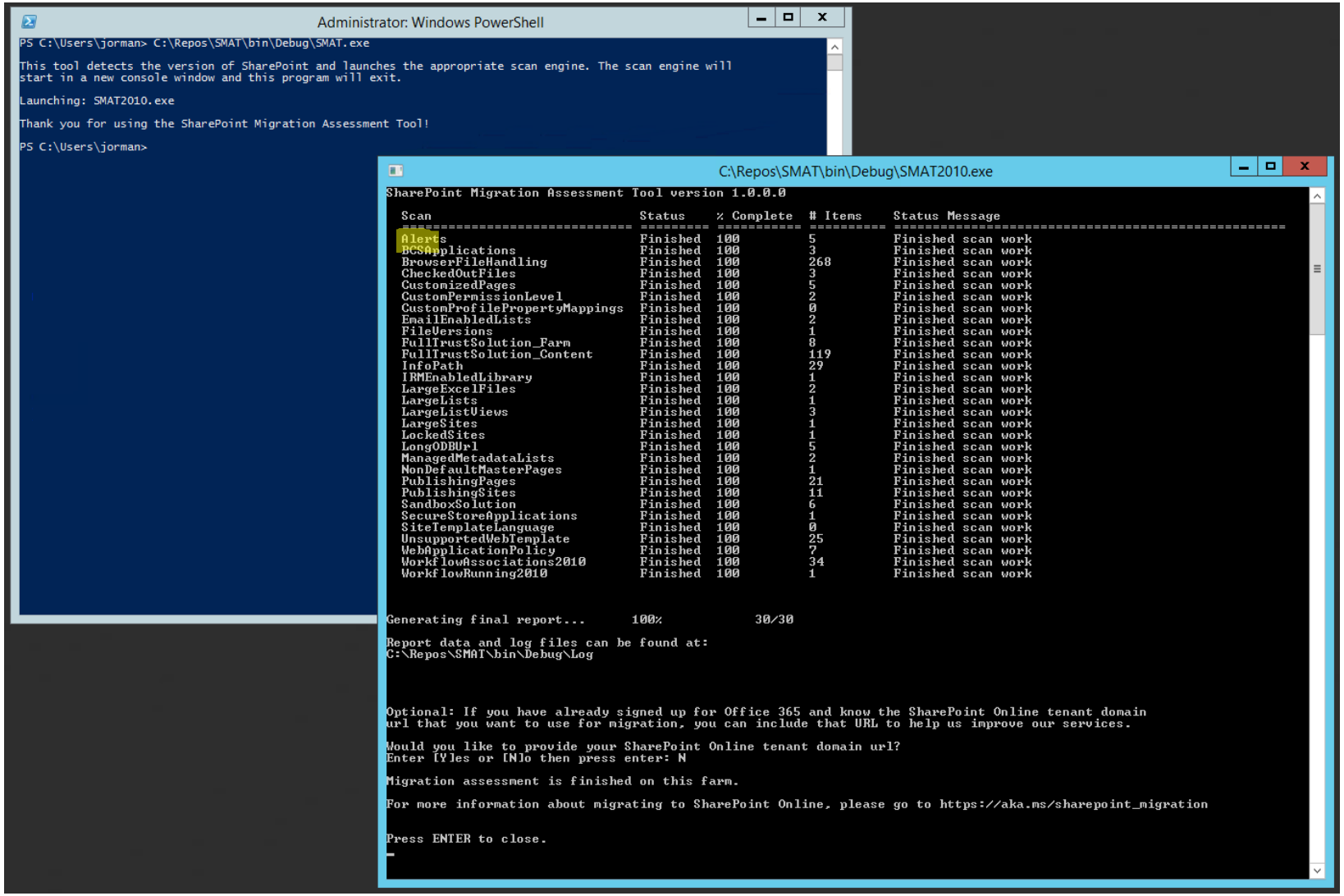
Plan URL convention

Was

http://**intranet.com**/sitems/intranet

Will be

https://contoso.**sharepoint**.com/sites/intranet



Premigration assessment

SharePoint Migration Assessment Tool

Prepare On-prem

You can't move everything to the cloud

Get new SP 2016/2019 environment ready

Permissions

Farm Admin

SharePoint Online Admin

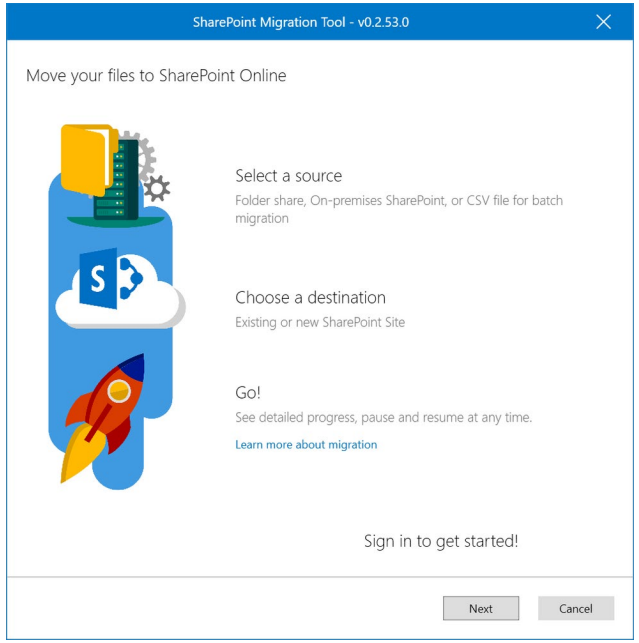
Office 365 Admin (recommended)

Global Office 365 Administrator (to accept Azure App)

Sharegate

AvePoint®

Metalogix



Migration tools

Sharegate Desktop

AvePoint DocAve

Metalogix Content matrix

SharePoint Migration tool

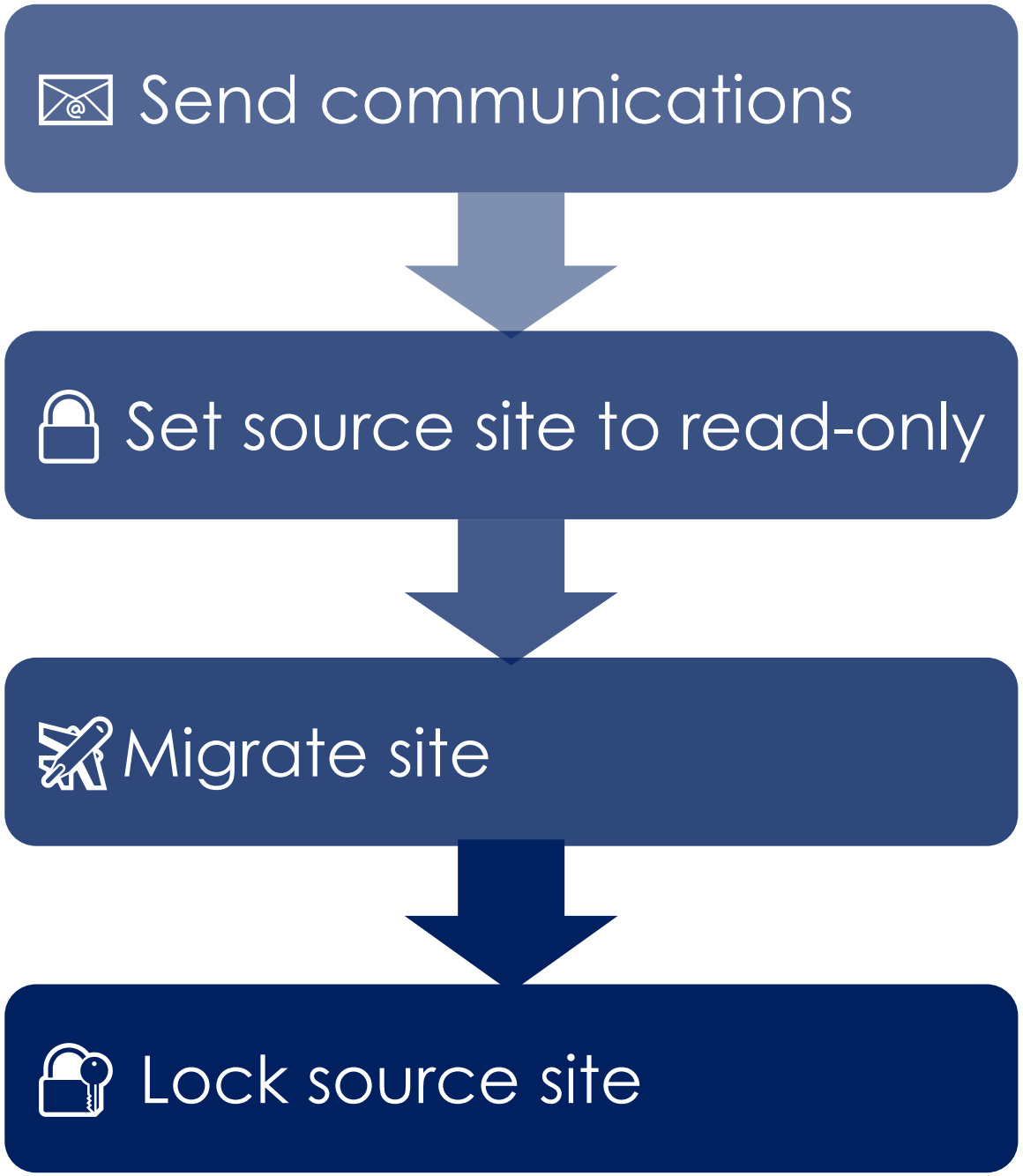
Migration duration

Take measurements:

GB / per second

Average migration speed

Calculate total duration



Migration steps

Organize

Excel

SharePoint lists

- Sites
- Site Owners
- Migration Status

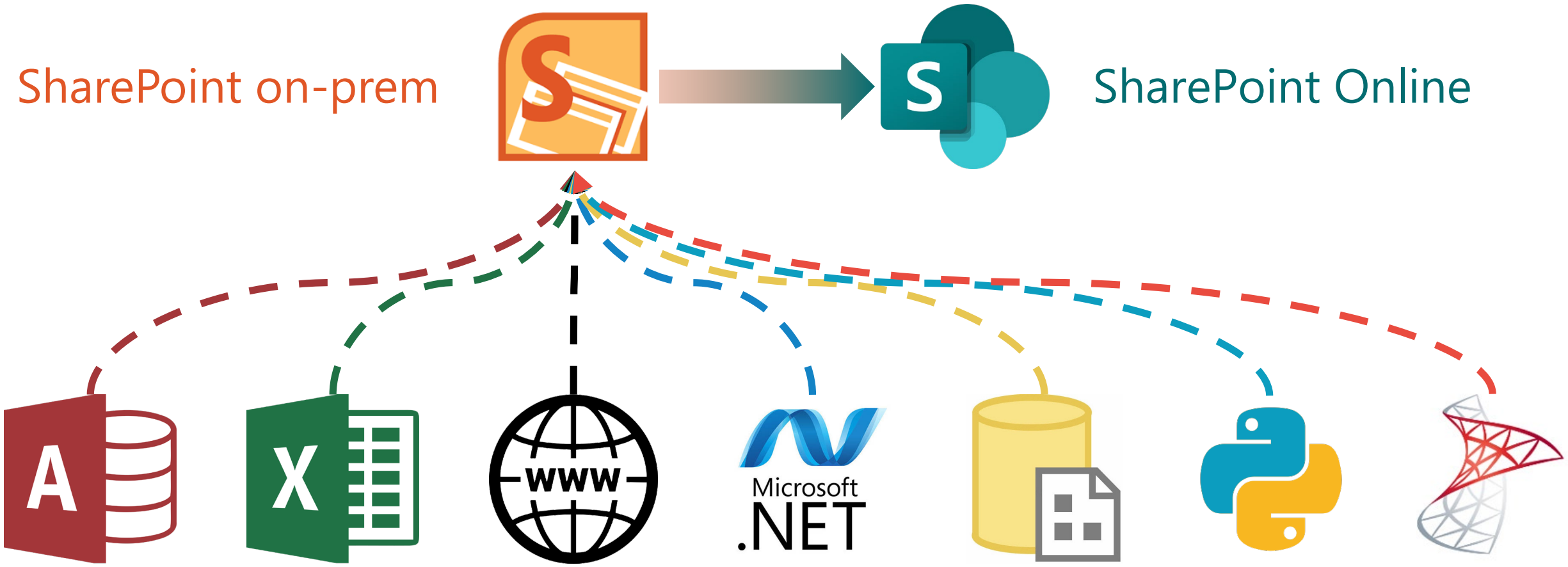
Automate

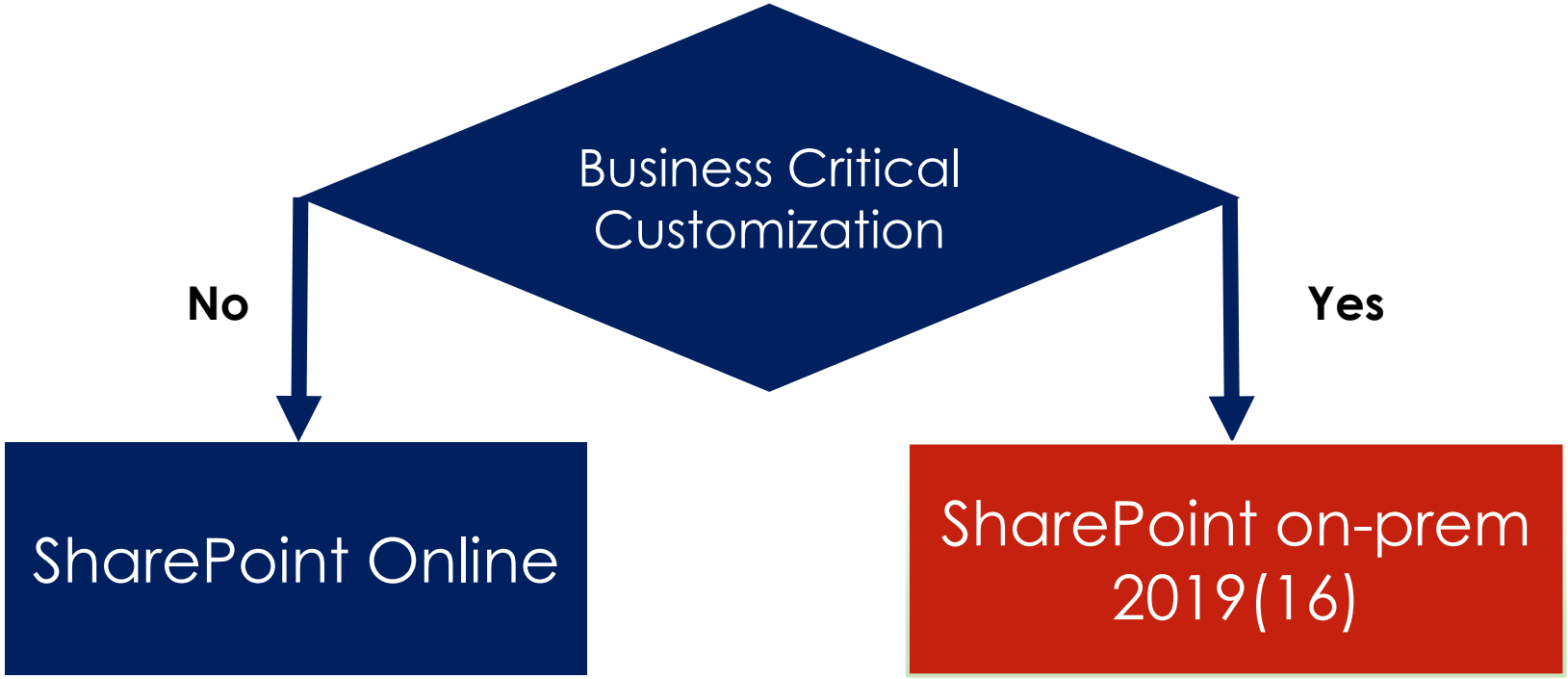
PowerShell

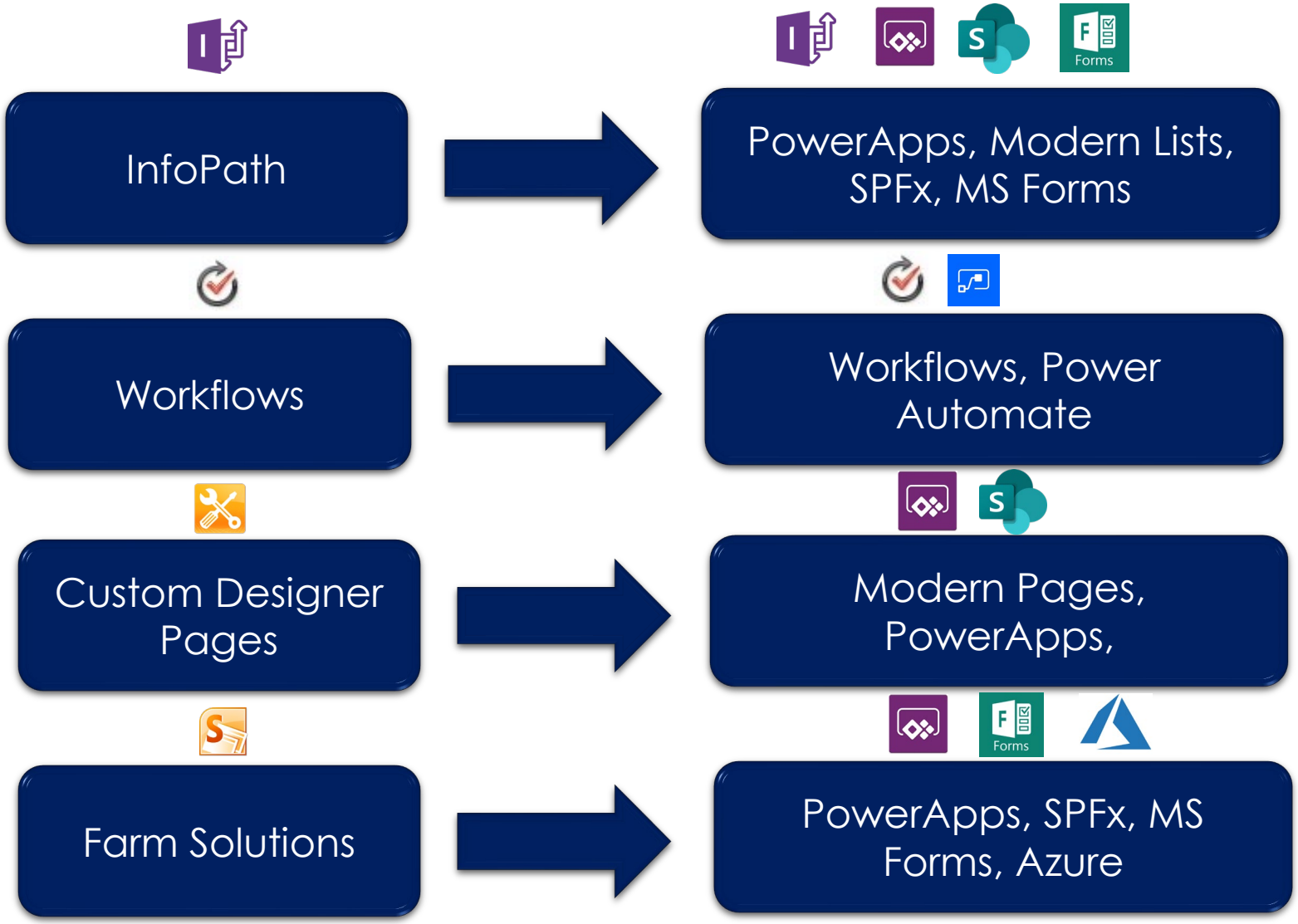
Flows

- Schedule migrations
- Notification emails
- Parse migration logs
- Compare scripts

Integration Points




Business Critical Customization
No
Yes
SharePoint Online
SharePoint on-prem 2019(16)



Replace customizations

You will not be able to replace all SharePoint workflows and InfoPath forms

Knowledge Database

What do I need to know about migration?

How should stakeholders prepare?

Etc.

User Training

Managing permissions

Managing Navigation

Managing Pages

Adding Webparts

User Training Tips

Stop using Explorer View

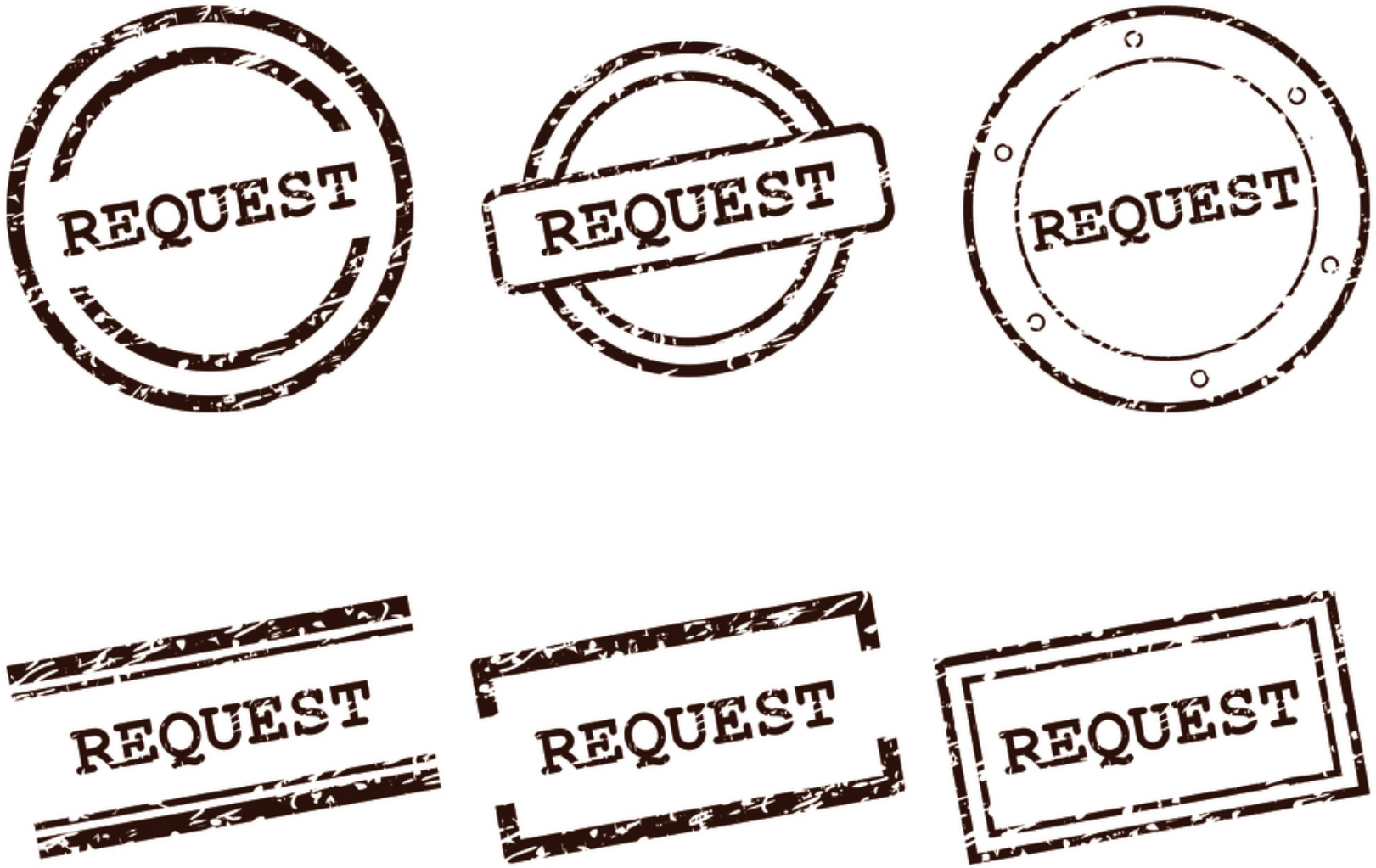
Use Chrome

Use Sync Tool

Stop using Designer

Post-migration considerations

- New Service desk Requests
- Power Platform



Common requests

Manage permissions

Create a site

Enable site features

Can’t find migrated item

Denis Molodtsov
SharePoint & Office 365 Architect

Thank you!

My GitHub is github.com/zerg00s
My LinkedIn is linkedin.com/in/molodtsovd
I live in Toronto, Canada

RESOURCES

- Free Office 365 E5 Trial: https://developer.microsoft.com/en-us/microsoft-365/dev-program
- Free AvePoint Trial
- Free Content Matrix Trial
- Free Sharegate Trial

Thank you

- Need a more information on today's webinar? Contact us at **pointalliance.com/contact-us**
- Check out our upcoming webinars at **pointalliance.com/events**
- Follow our social media channels and stay up to date on the latest technology news and issues that affect your business.
- **Stay Safe!**