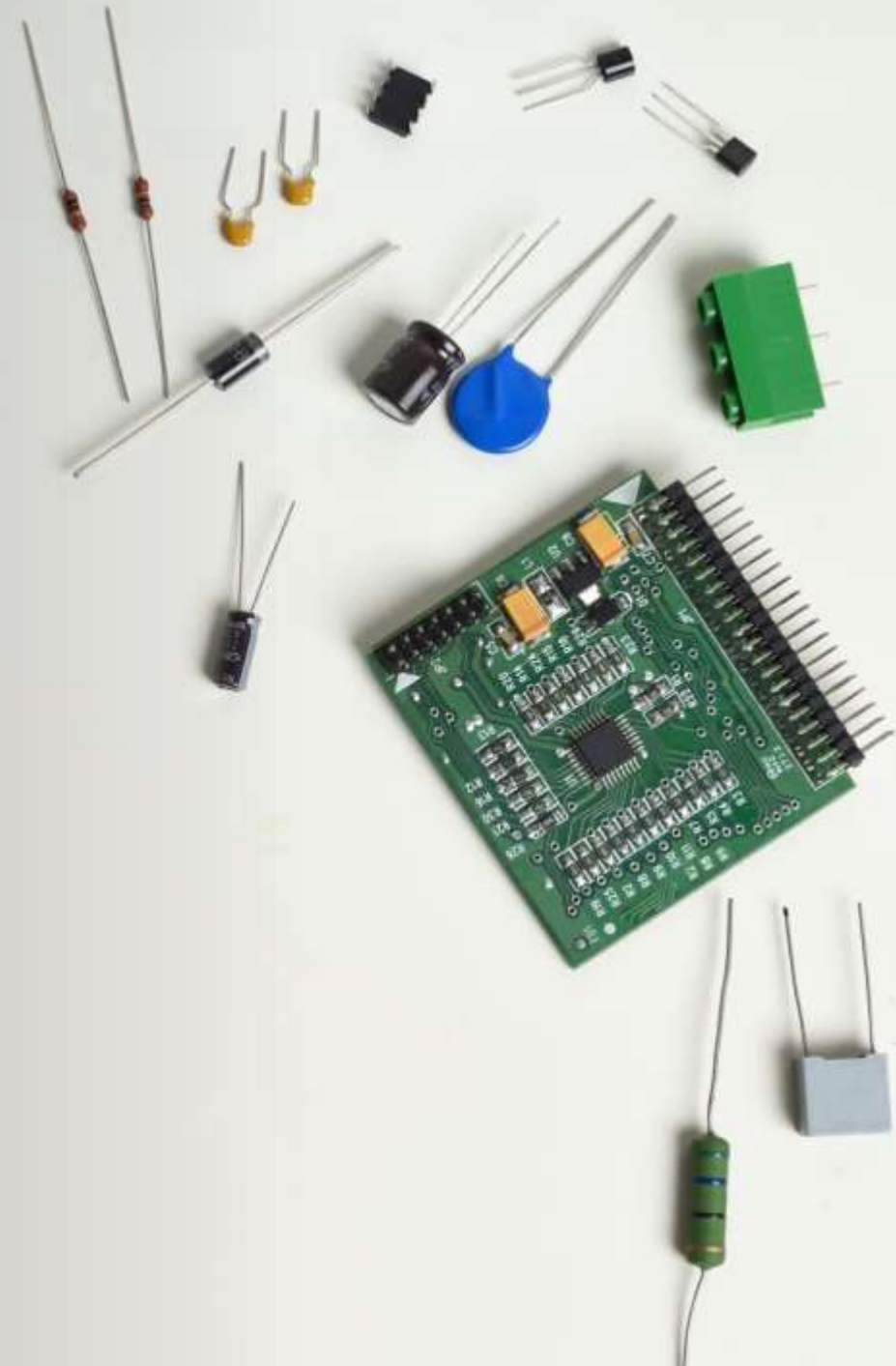# Migrating from SharePoint On-Premises to Microsoft 365

Tips & Tricks from The Field

Daniel Glenn

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Agenda

Why move

Where to move

How to move

Why move?

On Premises

SERVER & SQL MGMT

CAPEX VS OPEX

FULL CONTROL
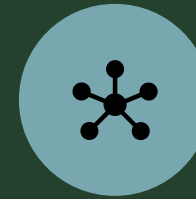
ON NETWORK

BACKUP / DR

DOWNTIME

PERMISSIONS NIGHTMARE
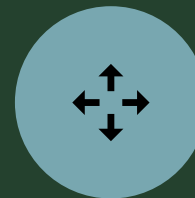
SITE REORG

NO MODERN FEATURES

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End of Support

- SharePoint 2010
  - No mainstream support
  - Extended support : April 13, 2021
- SharePoint 2013
  - No mainstream support
  - Extended support: 4/11/2023
- SharePoint 2016
  - Mainstream support: 7/13/2021

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Where to move

Microsoft 365 Helps You Do More

MICROSOFT SEARCH

WE ALL GET VERSIONS

EDITING BLISS

ACCESS ANYWHERE

METADATA!

RECYCLE BINS AND RESTORES

DATACENTER REDUNDANCY

USER-DRIVEN PERMISSIONS

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Which Service?

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Migrating to Microsoft Teams

- Teams channels
  - General
  - Private
- File access for non-team members
- Microsoft Lists App
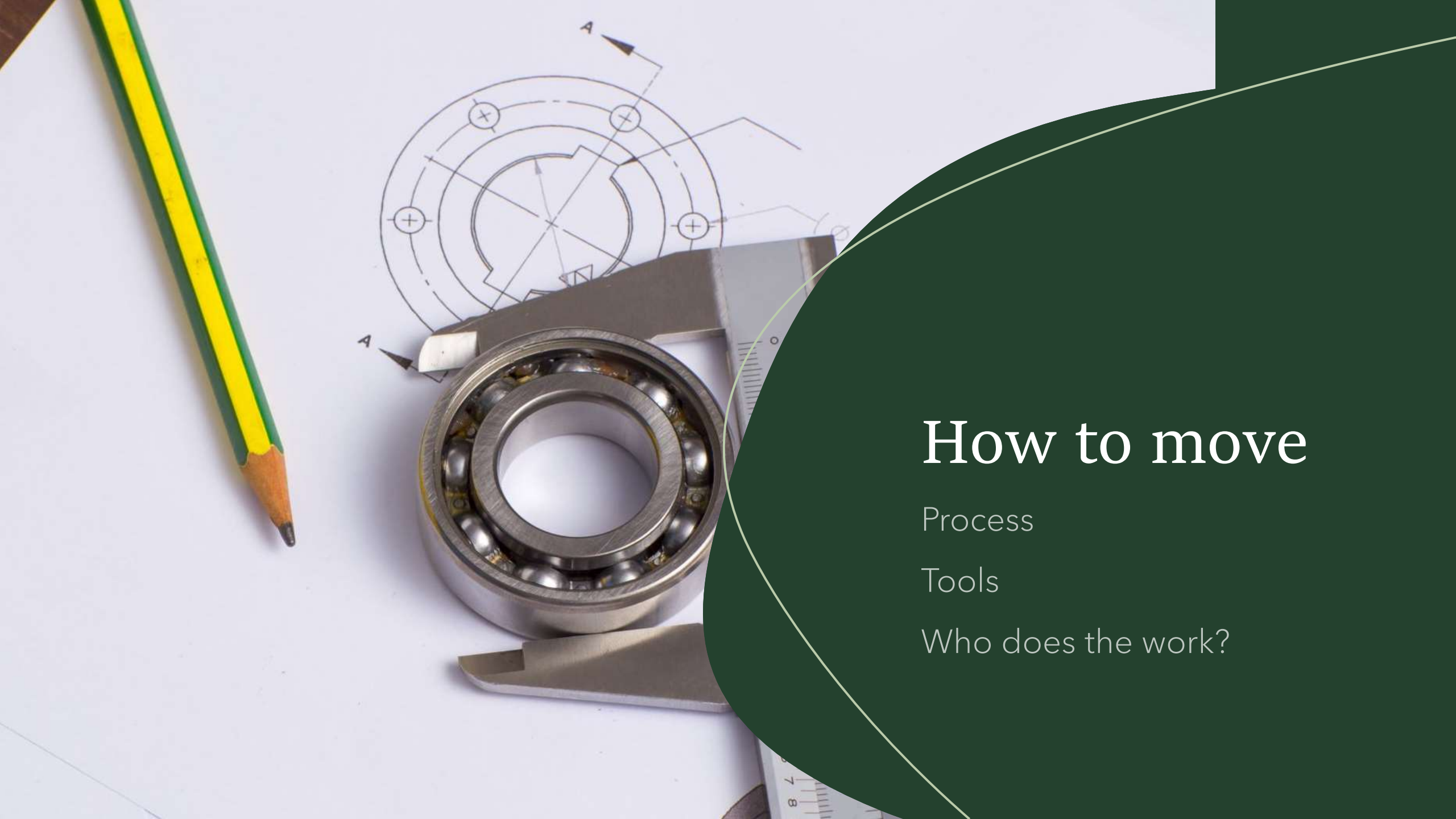
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Which Service?

SharePoint Powers
Files in Microsoft 365

Organization Matters

- Business Units & Departments

- How your working groups & teams organized

- Project sites

- SharePoint Hubs, Home site, root site

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How to move

Process

Tools

Who does the work?

Process

Assessment

DATA CLEANUP

CUSTOM SOLUTIONS

WORKFLOWS

PERMISSIONS

METADATA

UNSUPPORTED FUNCTIONS

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Assessment

- There are undoubtably a considerable amount of business processes that rely on your current site's structure, features, & permissions

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Big Bang vs. One at a time

- One big migration
    - LOTS of preparation needed
    - Test!
- Department by Department
    - Can be slow; transition time longer
    - Test!
- Slow, quick, user-led, admin directed, etc.
- Hold workshops to help find out

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Perform Trials

- Migrations can be repeated

- Test to make sure it looks and performs correctly

- Don't ever migrate without test

- Involve your users!

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Tools

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Mover.io

Sources

- File shares
- Other online file services
- Microsoft 365
- NOT SharePoint On-prem

Destinations

- OneDrive, OneDrive for Business
- SharePoint Online, Teams sites
- Azure Blob Storage

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SharePoint Migration Tool (SPMT)

- To: SharePoint, Microsoft Teams, & OneDrive

- From: SharePoint 2010, 2013, 2016; file shares and local drives

- SharePoint Migration Assessment Tool (SMAT)
  - Command-line tool to know if your SharePoint farm has issues that will cause migration problems

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Welcome to the SharePoint Migration Tool

Migrate file shares or SharePoint Server 2013 sites to SharePoint Online or OneDrive

Start your first migration

- GUI based migration tool
- Can migrate lists, libraries, file shares, and complete sites
- Includes a PowerShell module for automation
- Can pre-create migration job CSV to do multiple sites at once
- Recommended migration method by Microsoft
- Only supports SharePoint and file shares

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- Brand New Full Migration / Incremental of previous migration
- Migrates SharePoint On-Premises or File Shares
- You can create CSV/JSON input file for multiple sites/libraries at a time

< **Where's your content**

SharePoint Server
My content is in SharePoint Server 2010, 2013, or 2016

File Share
My content is on my local computer or on a network file share

JSON or CSV file for bulk migration
I have created a JSON or CSV file that lists all my sources and destinations of the content I want to migrate

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- Migrate into existing site and library
- When migrating file shares, the site and library needs to exist beforehand
- For SharePoint migrations, the site does not need to exist

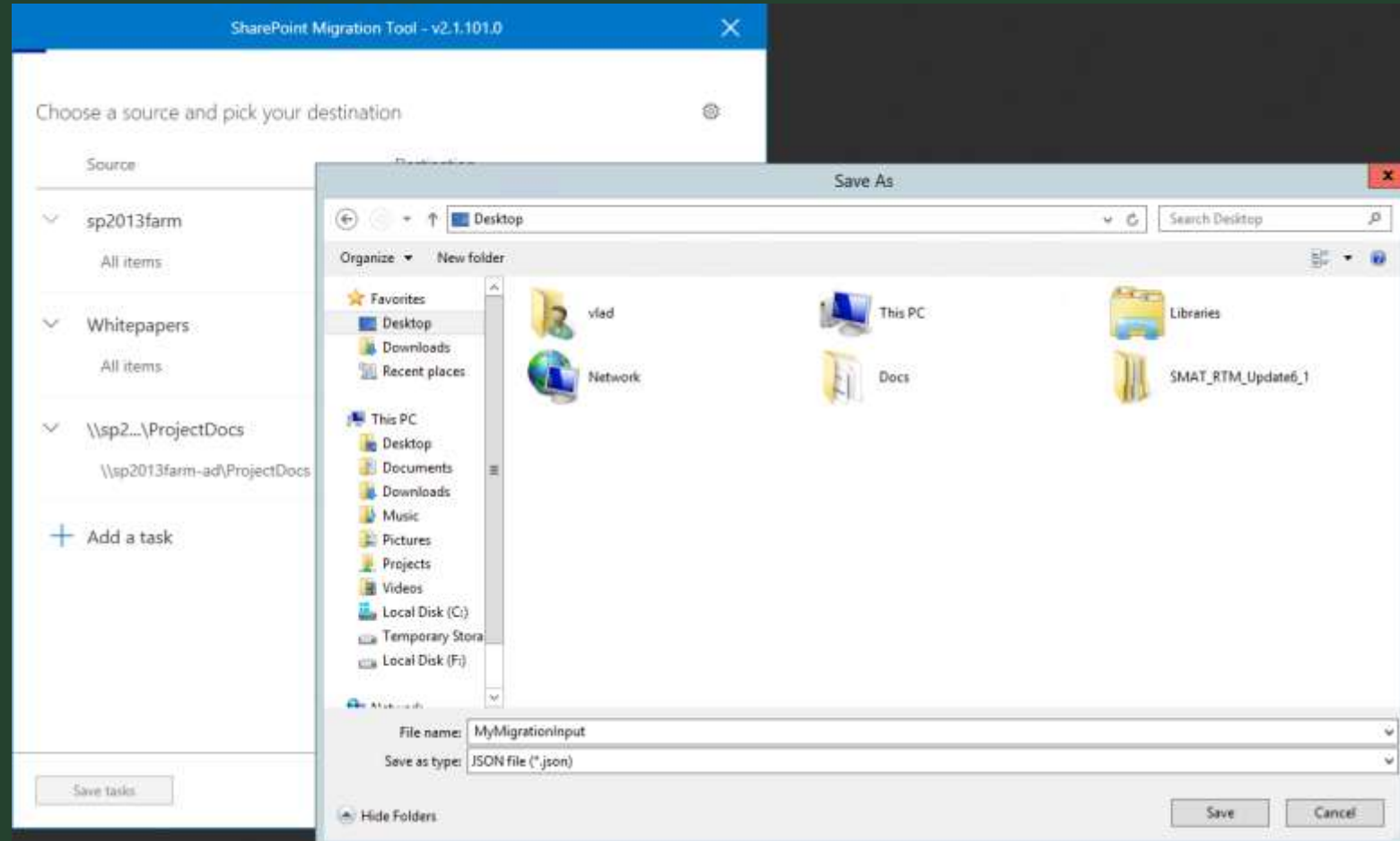- You can add multiple "migrations" (tasks) in a single go

- You can save your configuration done in the UI into a JSON file
- Easy to re-use as input after

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PowerShell

- Import-Module
  Microsoft.SharePoint.MigrationTool.Po
  werShell

  https://DanielGlenn.com/B43K

- Export-SPWeb
  Watch Vlad's course:

  https://DanielGlenn.com/PT47

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Third-party Applications

- Can provide more flexibility in your migration

- Support older SharePoint versions

- Metadata mapping

- Better analysis of your sites

- Improved reporting

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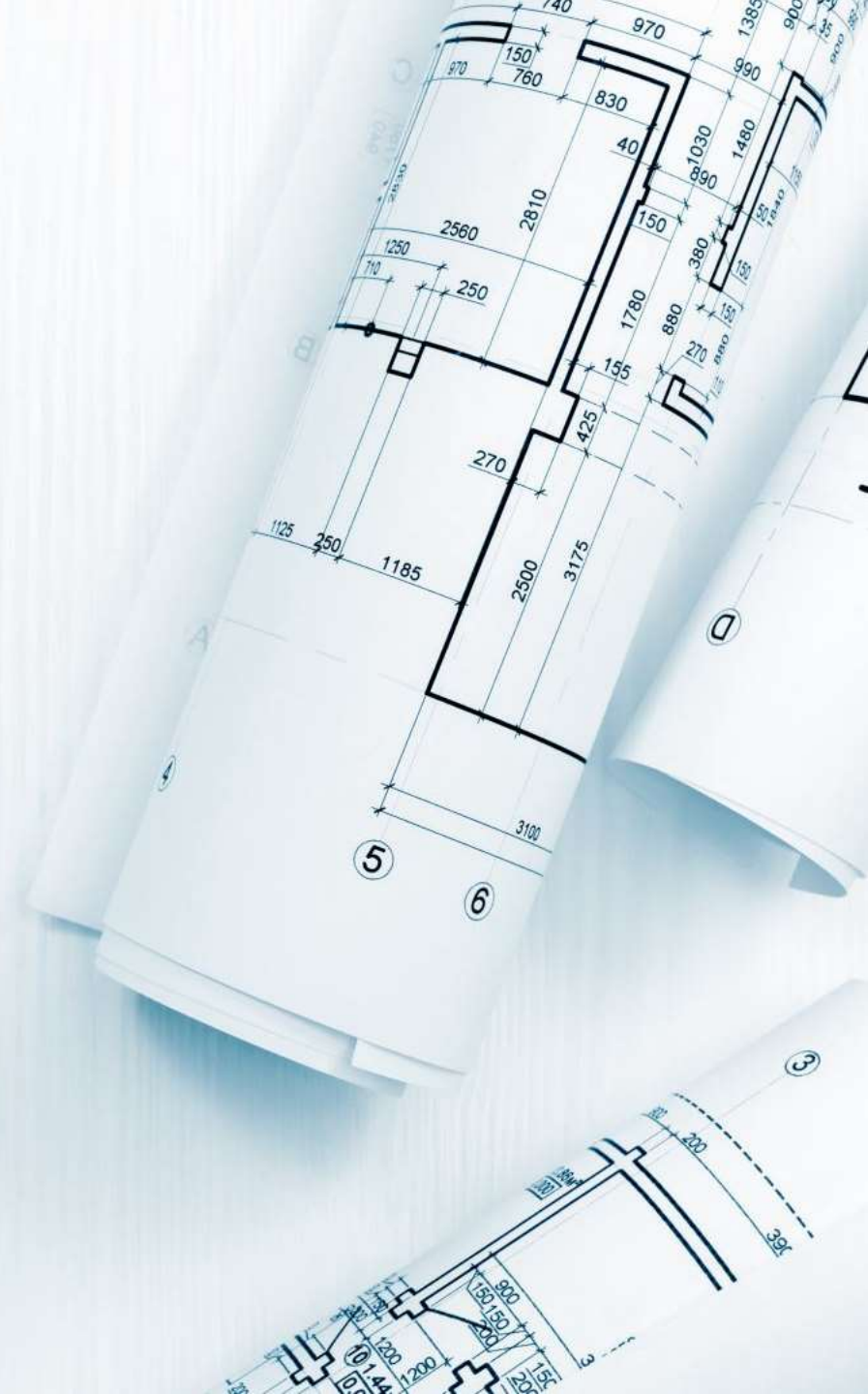
Manual Move

- Users or Admins responsible for manually copying over data

- Should only be used in limited cases

- No versions, no permissions

- Drag & Drop, OneDrive sync client

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Who does the work

Who does the work

- Lead
- Architect
- Content Owners (department leads, for example)

- Migrators
- Trainers
- Support
- Adoption

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Adoption

- You will need an adoption program
  - Microsoft 365 is very different than anything you have on-prem
  - Adoption is NOT training
- Recently launched Microsoft 365 Adoption site
  - adoption.microsoft.com

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Training

- Admins need training
  - Everything is not new, but lots of differences
  - Microsoft 365 Groups

- Users need training
  - SharePoint modern features
  - OneDrive client
  - Microsoft Teams
  - What to use when? Windows explorer, SharePoint website, Teams, Office App directly

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Governance

- Defines who does what and when
- Needs to integrate with what your organization needs
- Get buy in from users
- Changes over time

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Know When You Need Help

A Partner can help you achieve more – they enable better & faster projects and come with experience from previous projects.
Look for:

- Competency in the product

- Previous migration project experience

- Partner employees that are invested in your success

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Keeping up with change in Microsoft 365

On-prem you could control when new features were added, and existing functionality changed

M365 changes come every week

You need a process for understanding changes and communicating them to your users

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Live Show
every Monday!

Subscribe via your favorite
podcast app

http://MessageCenter.Show

365
Message Center
Show

PLAN FOR CHANGE   PREVENT OR FIX

messagecenter.show

STAY INFORMED

REgarding 365

Key Takeaways

Know your content

Know where you are going

Use tools to make the move easier

Work with a partner – don't go it alone

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Microsoft MVP Most Valuable Professional

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