Checklist for M365 OneDrive Migration Factory Solution Accelerator

April 26, 2022

Solution Review

The following is a general checklist to prepare for an unstructured data migration from on-premises to OneDrive for Microsoft 365 (M365) Migration Solution Accelerator.

| Checkbox | Instruction |
| --- | --- |
|  | Ensure you have access to an Azure Subscription with the proper administrative access? |
|  | Ensure you have access to an Microsoft 365 Subscription with the proper administrative access? |
|  | Before you order the Azure Data Box inventory and rationalize your data. |
|  | Partner early with Executive Leadership, Data Owners, Security Team, and the business segment from your organization. |
|  | Prune data that can be archived directly to Azure “cool tier storage” rather than migrate data into SharePoint Online (SPO). |
|  | Do you have a firm understanding of how much data you will be migrating? This is important to order the proper Azure Data Box to support your migration. |
|  | Do you have the proper administrative access to the information systems that currently host the data? |
|  | Have you run the M365 Migration Tools for over thirty days or more to scan the content you are planning on migrating? |
|  | Ensure that your on-premises data center environment has the infrastructure to facilitate a migration. Example do you have enough port density on your core switches, fiber ports, fiber ports on your source data systems, if systems are virtualized on your on-premises virtualized infrastructure, and support the Azure Data Box for a migration? |
|  | Can you create an additional VLAN on your network infrastructure to segment a migration effort from the primary data paths on your information systems? |
|  | Do you have a migration server with ample memory and SSD storage to support the migration? |
|  | Avoid conducting multiple migration or infrastructure upgrades that may overlap with the M365 OneDrive migration effort. |
|  | Have you reviewed and created a data governance plan prior to the migration? Have you resolved what content types will be allowed in the migration effort? |
|  | Have you reviewed and created a taxonomy on SPO for where the data is expected to be migrated towards? |
|  | Have you drafted a communication plan for the migration effort? |
|  | Have you developed a migration schedule? |
|  | Has your local Security Team and data owners signed off on the migration plan and schedule? |
|  | Have you built out the Migration Virtual Machines in Azure? Please see requirements: [Migration Manager Prerequisites and Endpoints - Migrate to Microsoft 365 | Microsoft Docs](https://docs.microsoft.com/en-us/sharepointmigration/mm-prerequisites) |
|  | Do you have the proper network access from on-premises to connect to the M365 endpoints? Please see the following: [Requirement Endpoints for M365 Migration Manager](https://docs.microsoft.com/en-us/sharepointmigration/mm-prerequisites) |
|  | Can you deploy a custom Azure Template within the Azure Portal? |
|  | Have you validated and reviewed your cloud network taxonomy to connect with the Azure Migration Factory infrastructure? |
|  | Create a private endpoint on the Azure storage to integrate it with the virtual network. Please see the following: [Use private endpoints - Azure Storage | Microsoft Docs](https://docs.microsoft.com/en-us/azure/storage/common/storage-private-endpoints#:~:text=Use%20private%20endpoints%20for%20Azure%20Storage%201%20Creating,issues%20about%20private%20endpoints%20for%20Azure%20Storage.%20) |