



Project Documentation One Drive Prep Script.ps1

Date: 12/1/2024

Manager

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.Description

Need a script that meets the following requirements:

1. Ability to load in a user list via .csv. User list will include a column populated with @adxuser.com IDs.
2. With each of the users listed in the .csv,
 - Create 2 folders in OneDrive and name them:
 - Folder 1: "DO NOT MIGRATE"
 - Folder 2: "APPROVED TO MIGRATE"
3. Everything in the OneDrive root folder is moved to the new "DO NOT MIGRATE" folder.

.Synopsis

This script will:

1. Import User .csv file
2. Connects to each User site
3. Creates 2 Folders : "FILES MIGRATED" & "APPROVED TO MIGRATE"
4. Moves all contents of "Documents" folder to "APPROVED TO MIGRATE" folder
5. Disconnect User site
6. Export Reports:
 - Summary Report
 - Log File
 - Transcript

.Notes

Implementation:

You need to edit this script & change these parameters:

1. \$Project = Change the Project Name
2. \$TenantUrl = Change the Tenant Url
3. \$LogPath = Set the path to the log files
4. \$DataPath = Set Path to the .csv file containing user data
5. Save & Run the script

NOTES
Script Name : OneDrive Prep Script.ps1
Author : chris@brennan technologies.com
Date Created : 2025-12-12
Last Modified : 2025-12-12
This Version : 1.1

Automation Workflow for:
One Drive Prep Script.ps1

.NOTES
Script Name : Get-DeletedTeamsSites.ps1
Author : chris@brennantechnologies.com
Date Created : 2025-12-12
Last Modified : 2025-12-12
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Run the Script:

Run the script with appropriate parameters & permissions to modify users OneDrive folders.

Start

```
### Run the Script with Parameters:  
### -----  
### Example:  
.\\OneDrivePrepScript.ps1 -TenantUrl "https://tenantID.sharepoint.us"  
-LogPath "c:\\tmp\\logs"  
-DataFile "c:\\tmp\\UserData.csv"
```

Script Parameters:

You could manually edit the script parameters to match your environment.

Set Script Parameters

```
### Script Parameters:  
### -----  
param (  
    ### Project Name/Client:  
    $Project = "Test Dev Script"  
,  
    ### Tenant URL:  
    $TenantUrl = "https://$tenantID-my.sharepoint.us"  
,  
    ### Path to the .csv file containing error log file:  
    $LogPath = ".\\Projects\\OneDrive Prep Script"  
,  
    ### Path to the .csv file containing user data:  
    $DataFile = "UserData.csv")
```

Import User Data:

Import User .csv file containing user UPN.



Import User Date (Upn)

```
### Import User Data:  
### -----  
try {  
    $users = Import-Csv -Path $DataFile  
}  
catch {  
    Write-RtxLog -Message $_.Exception.Message -Level Error  
    throw }
```

UserData.csv

Script Logic:

```
Foreach ($user in $users){  
    1. Connect User Site  
    2. Create Folders  
    3. Get Items  
    4. Move Files  
    5. Log & Report  
    6. Disconnect User  
}
```

Out of scope options:

- Email User Report
- Code Sign Script

Loop through All User

Foreach (\$user in \$users)

Connect to User Site

```
### Connect to User's site:  
### -----  
### Replace '@' and '.' with '-'  
$userUpn = $($user.Urn).Replace("@", "-").Replace(".", "-")
```

```
### User's OneDrive Relative URL  
$userRelativeUrl = "$tenantUrl/personal/$userUpn"
```

```
$pnpSiteConnection = Connect-PnPOnline -Url $userRelativeUrl  
-ReturnConnection -UseWebLogin
```

Create Folders
"DO NOT MIGRATE",
"APPROVED TO MIGRATE"

```
### Create Folders:  
### -----  
@("DO NOT MIGRATE", "APPROVED TO MIGRATE", "TestFolder") | ForEach-Object {  
    Resolve-PnPFolder -siteRelativePath "Documents/$_" | Out-Null }
```

Get User Items

```
### Get OneDrive Items:  
### -----  
$allItems = Get-PnPListItem -List 'documents' | Where-Object {  
    $($_.FieldValues.Title) -ne "DO NOT MIGRATE"  
    -and $($_.FieldValues.Title) -ne "APPROVED TO MIGRATE"  
    -and $($_.FieldValues.Title) -ne "TestFolder"}
```

Move Items:

Move Item:

Move User Items

```
### Move Items:  
### -----  
$movePnPFileParams = @{  
    ServerRelativeUrl = $item.ServerRelativeUrl  
    TargetSiteRelativeLibrary = $false  
    AllowItemNameMismatch = $false  
    IgnoreVersionHistory = $false  
    Connection = $pnpSiteConnection  
    Force = $true  
    ErrorAction = 'Stop'
```

```
}  
Move-PnPFile @movePnPFileParams ## Move the item
```

Log & Report:

Log File

User Report



Loop through All User Items

Summary Log/Report/Errors

Email User Report

Out of Scope

Disconnect User

Export Script Reports

Summary Report

Transcript

Out of Scope

Email Summary Reports

End

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OneDrive Prep Script:

User Report

Subject : YOUR FILES WHERE MIGRATED TO THE "APPROVED TO MIGRATE" FOLDER
Project : Test Dev Script
User_Upn : C95 [REDACTED]
Date : 11/ [REDACTED]

Message : The following files have been moved to the `"APPROVED TO MIGRATE`" folder, please review the list below.

- WARNING: Any files that could not be moved will not be migrated. (see error list below).
- For further assistance please contact your Help Desk.

FILES & FOLDERS MOVED:

Status	Source	Target
Success	/personal /cs	Documents/APPROVED TO MIGRATE
Success	/personal /cs	Documents/APPROVED TO MIGRATE
Success	/personal /cs	Documents/APPROVED TO MIGRATE
Success	/personal /cs	Documents/APPROVED TO MIGRATE
Success	/personal /cs	Documents/APPROVED TO MIGRATE

ERRORS:

No errors.

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OneDrive Prep Script: Log File

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 Script Name : OneDrive Prep Script.ps1
 Author : chris@brennantechnologies.com
 Date Created : 2025-12-12
 Last Modified : 2025-12-12
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LOG-ENTRY-DATETIME	CATEGORY	CALLSTACK TRACE	MESSAGE
11/26/2024 17:52:18.066	INFO	CallStack: OneDrive Prep Script.ps1, Line: 79	Processing User: C95: Starting OneDrive Prep Script
11/26/2024 17:53:02.106	INFO	CallStack: <ScriptBlock><Begin>, Line: 57	Starting OneDrive Prep Script
11/26/2024 17:53:02.183	INFO	CallStack: OneDrive Prep Script.ps1, Line: 79	Processing User: C95: Moving : /personal/
11/26/2024 17:53:07.017	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/
11/26/2024 17:53:07.956	ERROR	CallStack: OneDrive Prep Script.ps1, Line: 162	The destination path 'C:\Users\chris\OneDrive - Brennan Technologies\OneDrive Prep Script' already exists.
11/26/2024 17:53:34.801	INFO	CallStack: <ScriptBlock><Begin>, Line: 57	Starting OneDrive Prep Script
11/26/2024 17:53:34.856	INFO	CallStack: OneDrive Prep Script.ps1, Line: 79	Processing User: C95: Moving : /personal/
11/26/2024 17:53:39.878	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/
11/26/2024 17:53:41.068	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/
11/26/2024 17:53:41.138	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/
11/26/2024 17:53:42.137	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/
11/26/2024 17:53:42.204	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/
11/26/2024 17:53:43.237	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/
11/26/2024 17:53:43.332	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/
11/26/2024 17:53:44.286	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/
11/26/2024 17:53:44.353	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/
11/26/2024 17:53:45.283	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/
11/26/2024 17:54:55.726	INFO	CallStack: <ScriptBlock><Begin>, Line: 57	Starting OneDrive Prep Script
11/26/2024 17:54:55.778	INFO	CallStack: OneDrive Prep Script.ps1, Line: 79	Processing User: C95: Starting OneDrive Prep Script
11/26/2024 17:55:21.952	INFO	CallStack: <ScriptBlock><Begin>, Line: 57	Starting OneDrive Prep Script
11/26/2024 17:55:22.049	INFO	CallStack: OneDrive Prep Script.ps1, Line: 79	Processing User: C95: Moving : /personal/
11/26/2024 17:55:29.064	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/
11/26/2024 17:55:30.003	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/

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