Brennan Technologies

M365 Engineering & Automation

Project Documentation
One Drive Prep Script.ps1

Date: 12/1/2024

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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@brennantechnologies.com
Date Created   : 2025-12-12
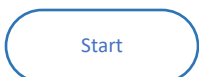Last Modified   : 2025-12-12
This Version   : 1.1.0

Automation Workflow for:
One Drive Prep Script.ps1

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.

UserData.csv → **Import User Date (Upn)**

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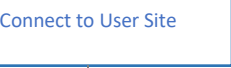
Script Logic:

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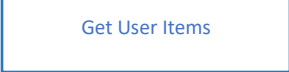
```
### Get OneDrive Items:
### ------------------
$allItems = Get-PnPListItem -List 'Documents' | Where-Object {
            $($_.FieldValues.Title) -ne "DO NOT MIGRATE"
            -and $($_.FieldValues.Title) -ne "APPROVED TO MIGRATE"
            -and $($_.FieldValues.Title) -ne "TestFolder") }
```
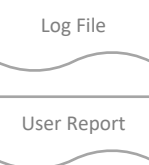
Move Items:

Move Item:

Move User Items

Loop through All User Items
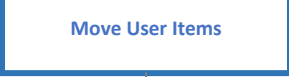
Move Items

```
### Move Items:
### ----------
$movePnPFileParams = @{
        ServerRelativeUrl                    = $item.FileRef
        TargetServerRelativeLibrary          = $targetUrl
        AllowSchemaMismatch                  = $false
        AllowSmallerVersionLimitOnDestination = $false
        IgnoreVersionHistory                 = $false
        Connection                           = $pnpSiteConnection
        Force                                = $true
        ErrorAction                          = 'Stop'
}
Move-PnPFile @movePnPFileParams  ### Move the item
```
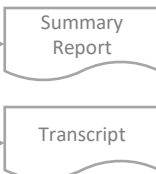
Log & Report:

Log File

User Report

Summary Log/Report/Errors

Email User Report ┄┄┄→ Out of Scope

Disconnect User

Export Script Reports → **Summary Report**, **Transcript**

Email Summary Reports ┄┄┄→ Out of Scope

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 : C95046711@rtxuat.us
Date     : 11/26/2024 6:14:17 PM


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/c95046711_rtxuat_us/Documents/1.txt            personal/C95046711_rtxuat_us/Documents/APPROVED TO MIGRATE
        Success /personal/c95046711_rtxuat_us/Documents/Test - Copy.txt     personal/C95046711_rtxuat_us/Documents/APPROVED TO MIGRATE
        Success /personal/c95046711_rtxuat_us/Documents/Test - Copy (2).txt personal/C95046711_rtxuat_us/Documents/APPROVED TO MIGRATE
        Success /personal/c95046711_rtxuat_us/Documents/Test.txt          personal/C95046711_rtxuat_us/Documents/APPROVED TO MIGRATE
        Success /personal/c95046711_rtxuat_us/Documents/Test - Copy (3).txt personal/C95046711_rtxuat_us/Documents/APPROVED TO MIGRATE

ERRORS:
        No errors.
```

.NOTES
Script Name   : OneDrive Prep Script.ps1
Author   : chris@brennantechnologies.com
Date Created   : 2025-12-12
Last Modified : 2025-12-12
This Version   : 1.1.0

LOG-ENTRY-DATETIME	CATEGORY	CALLSTACK TRACE	MESSAGE
11/26/2024 17:52:18.666	INFO	CallStack: OneDrive Prep Script.ps1, Line: 79	Processing User: C95046711@rtxuat.us
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: C95046711@rtxuat.us
11/26/2024 17:53:07.017	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/c95046711_rtxuat_us/Documents/TestFolder/1.txt
11/26/2024 17:53:07.956	ERROR	CallStack: OneDrive Prep Script.ps1, Line: 162	The destination path cannot be the same as the source object itself.
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: C95046711@rtxuat.us
11/26/2024 17:53:39.878	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/c95046711_rtxuat_us/Documents/1.txt
11/26/2024 17:53:41.068	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/c95046711_rtxuat_us/Documents/1.txt to personal/C95046711_rtxuat_us/Documents/
11/26/2024 17:53:41.138	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/c95046711_rtxuat_us/Documents/Test - Copy.txt
11/26/2024 17:53:42.137	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/c95046711_rtxuat_us/Documents/Test - Copy.txt to personal/C95046711_rtxuat_us/Do
11/26/2024 17:53:42.204	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/c95046711_rtxuat_us/Documents/Test - Copy (2).txt
11/26/2024 17:53:43.237	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/c95046711_rtxuat_us/Documents/Test - Copy (2).txt to personal/C95046711_rtxuat_us
11/26/2024 17:53:43.332	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/c95046711_rtxuat_us/Documents/Test.txt
11/26/2024 17:53:44.286	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/c95046711_rtxuat_us/Documents/Test.txt to personal/C95046711_rtxuat_us/Documen
11/26/2024 17:53:44.353	INFO	CallStack: OneDrive Prep Script.ps1, Line: 150	Moving : /personal/c95046711_rtxuat_us/Documents/Test - Copy (3).txt
11/26/2024 17:53:45.283	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/c95046711_rtxuat_us/Documents/Test - Copy (3).txt to personal/C95046711_rtxuat_us
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: C95046711@rtxuat.us
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: C95046711@rtxuat.us
11/26/2024 17:55:29.064	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/c95046711_rtxuat_us/Documents/1.txt to personal/C95046711_rtxuat_us/Documents/
11/26/2024 17:55:30.003	SUCCESS	CallStack: OneDrive Prep Script.ps1, Line: 153	Moved : /personal/c95046711_rtxuat_us/Documents/Test - Copy.txt to personal/C95046711_rtxuat_us/D