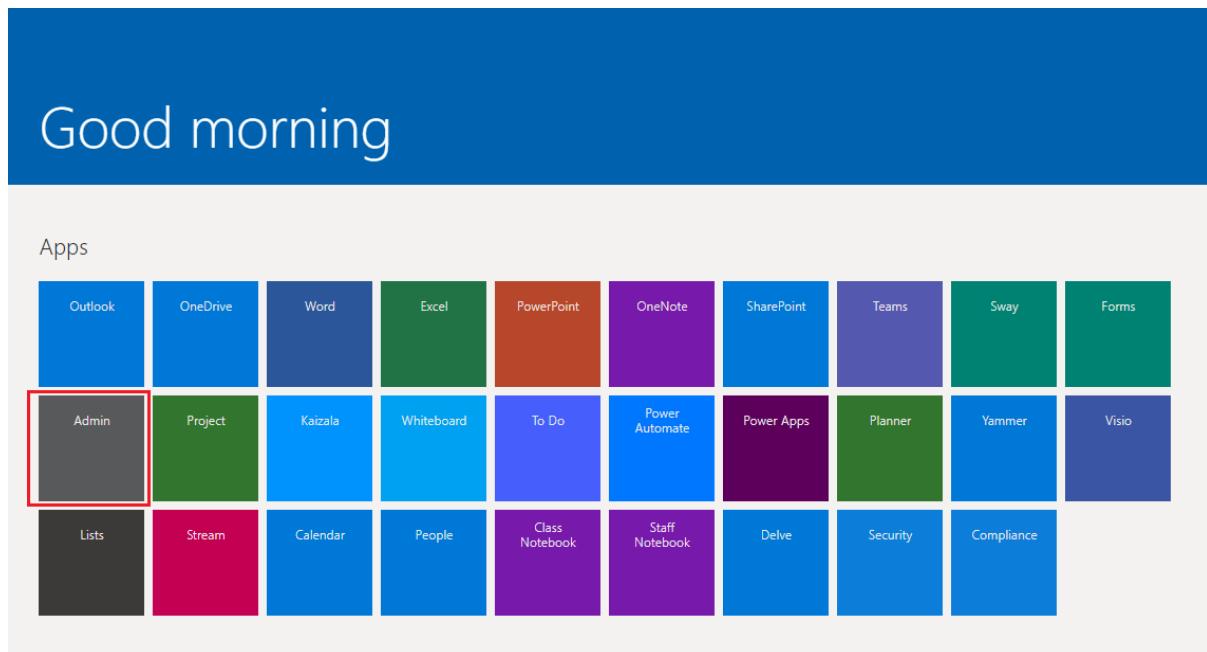


# Google Workspace to Microsoft 365 Migration – Google Drive to One Drive

Steps to Migrate Google Drive to One Drive for Business:

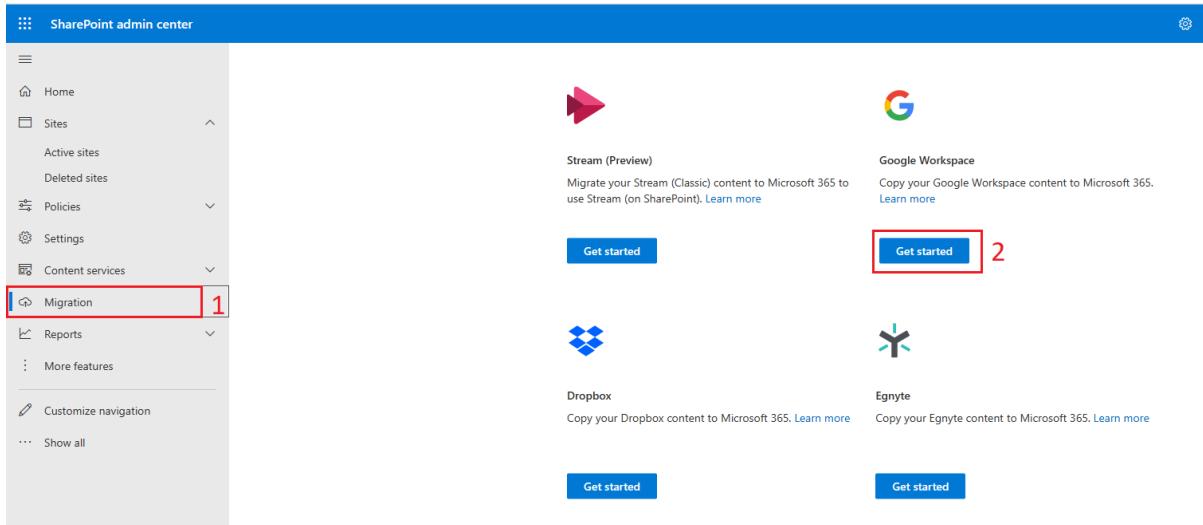
1. Open [office.com](https://www.office.com) and log in using admin credentials and then select **Admin** from the apps panel.



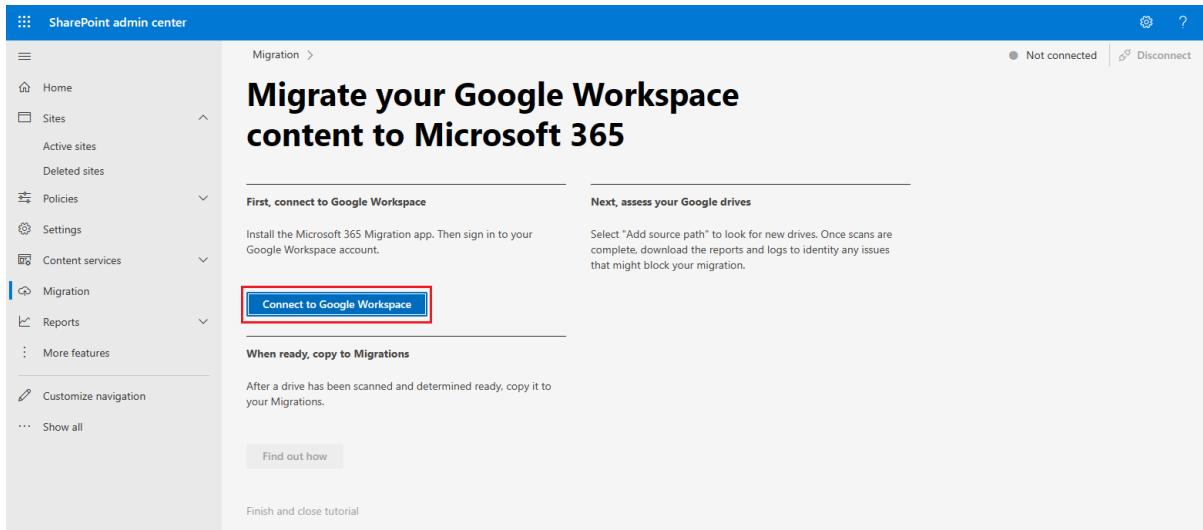
2. Now click on **show all** and select **SharePoint** from the left panel.

A screenshot of the Microsoft 365 Admin Center. The left sidebar has a "Resources" section with various links like Marketplace, Billing, Support, Settings, Setup, Reports, and Health. Below that is an "Admin centers" section with links for Security, Compliance, Endpoint Manager, Azure Active Directo..., Exchange, and SharePoint. The "SharePoint" link is highlighted with a red box. The main content area shows a "Support remote workers with Teams" card and a "User management" card. The "User management" card includes buttons for "Add user", "Edit a user", and "Reset password". At the bottom, there's a "Training, guides, &amp; assistance" section with a "Training for admins" link.

3. It will open a new window showing the **SharePoint Admin center**. Click on the **migration** and then select **Google Workspace** to migrate Google Workspace drive content to OneDrive for business.

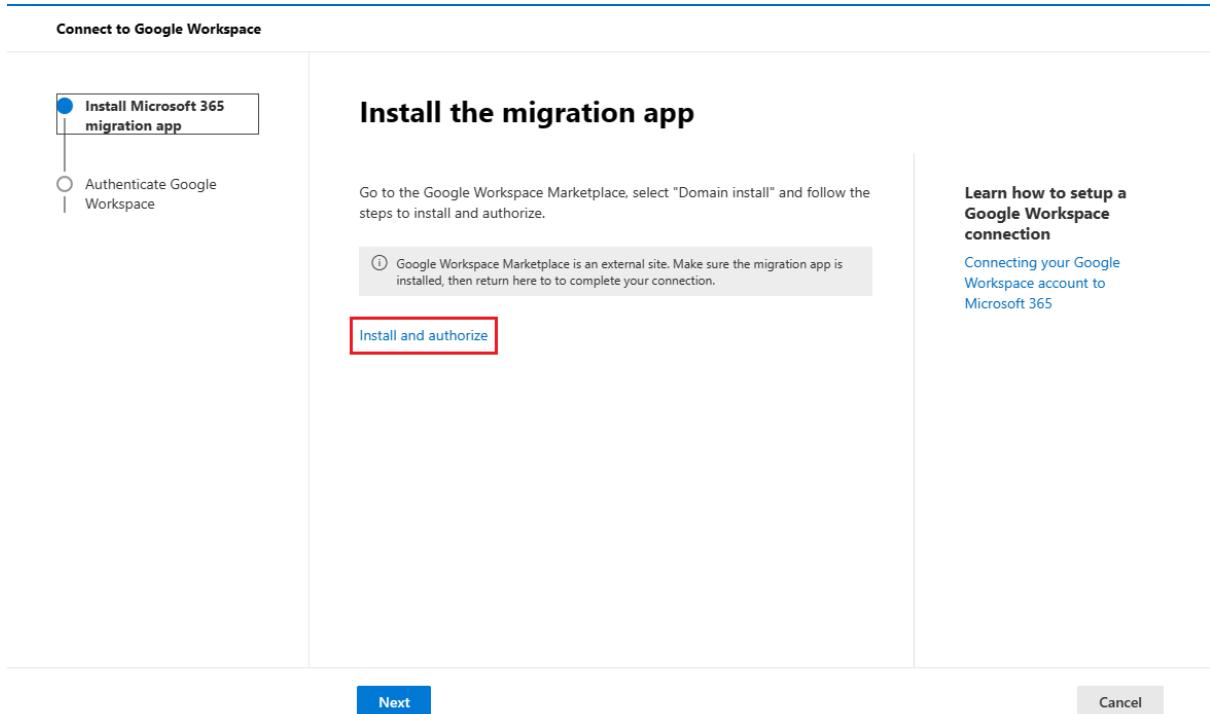


4. Now it will show a window for “**Migrate your Google Workspace content to Microsoft 365**”, In this window first you need to click on **Connect to Google workspace** to connect your Google Workspace account.

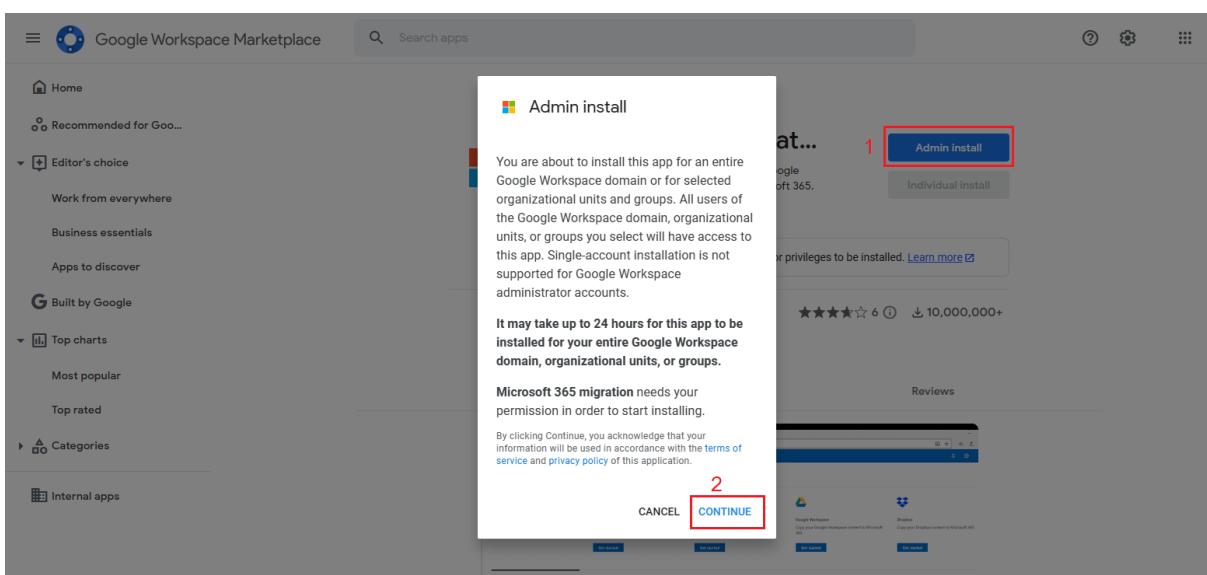


## Install the Migration Application

- Once you click on the **Connect to Google Workspace**, you will see a window showing Install the migration app. Click on the **install and authorize** to install the migration app in the Google workspace domain.

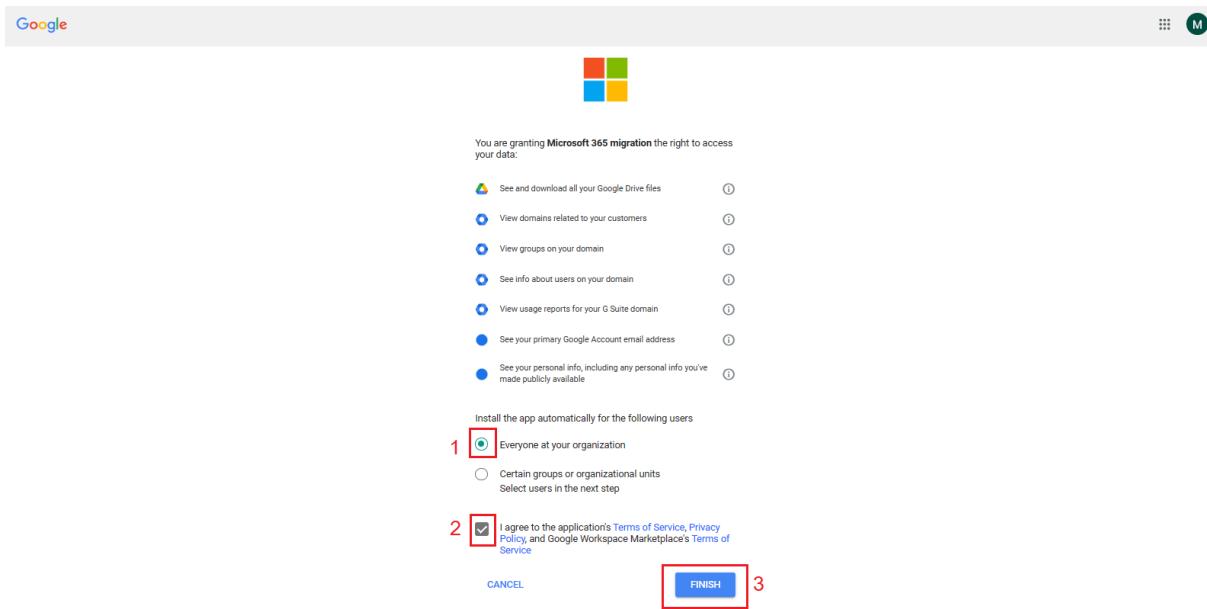


- Once you click on **Install and authorize**, it will take you to the Google Workspace marketplace to install the migration app. Click on **Admin Install**. A popup window will open asking for Admin Install permission. Click on the continue button.

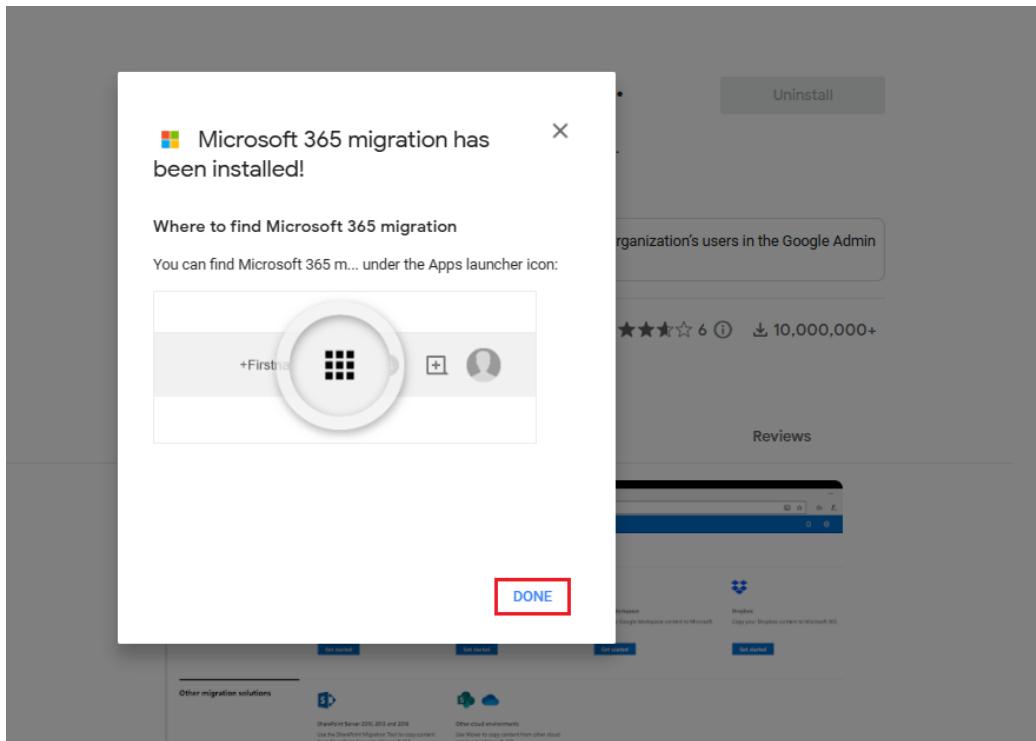


**Note:** You will need to log in using Google Workspace Admin login credentials.

3. A new window will open showing permissions, click on the **Everyone at your Organization** under Install the app automatically for the following users. And check on **I agree** and click **finish** to complete the installation.



4. You will get a confirmation of the migration app installation. Click on the **done** button.



5. Now go back to **SharePoint Admin center** to complete the migration of Google Drive content to OneDrive and click on the **next** button.

# Connect to Google Workspace to Migrate Google Drive to OneDrive

Connect to Google Workspace

Install Microsoft 365 migration app

Authenticate Google Workspace

## Install the migration app

Go to the Google Workspace Marketplace, select "Domain install" and follow the steps to install and authorize.

ⓘ Google Workspace Marketplace is an external site. Make sure the migration app is installed, then return here to complete your connection.

[Install and authorize](#)

[Learn how to setup a Google Workspace connection](#)

[Connecting your Google Workspace account to Microsoft 365](#)

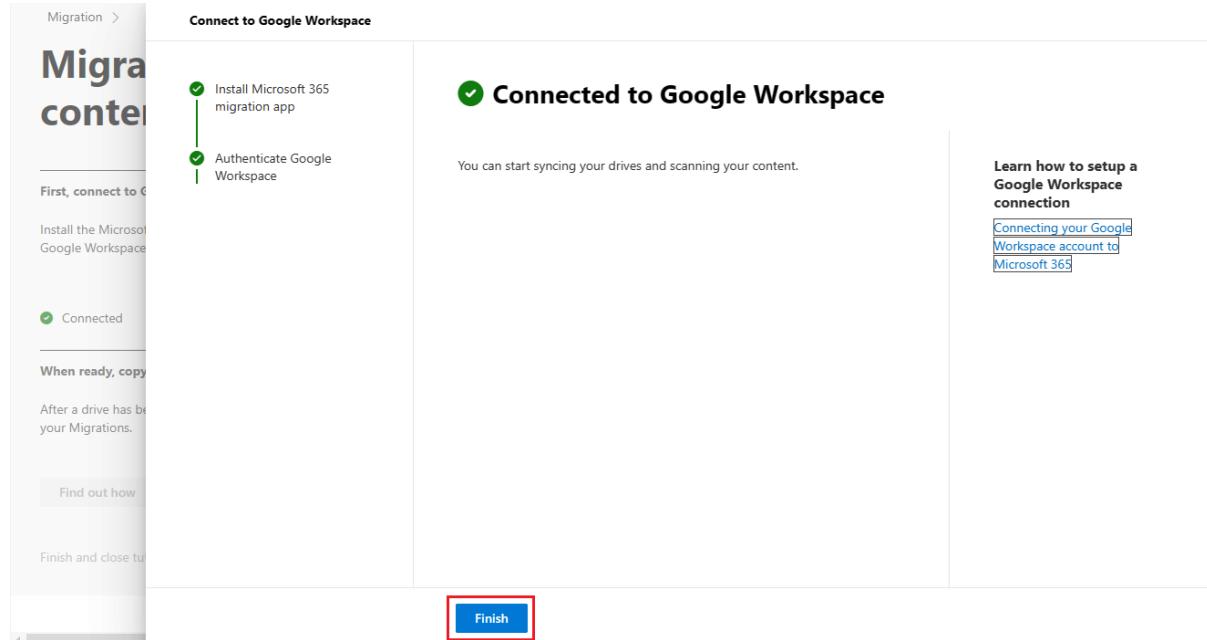
[Next](#)

[Cancel](#)

1. Now it will ask to authenticate your Google Workspace account, click on **Sign in to Google Workspace** and sign in with your Google Workspace Admin account.

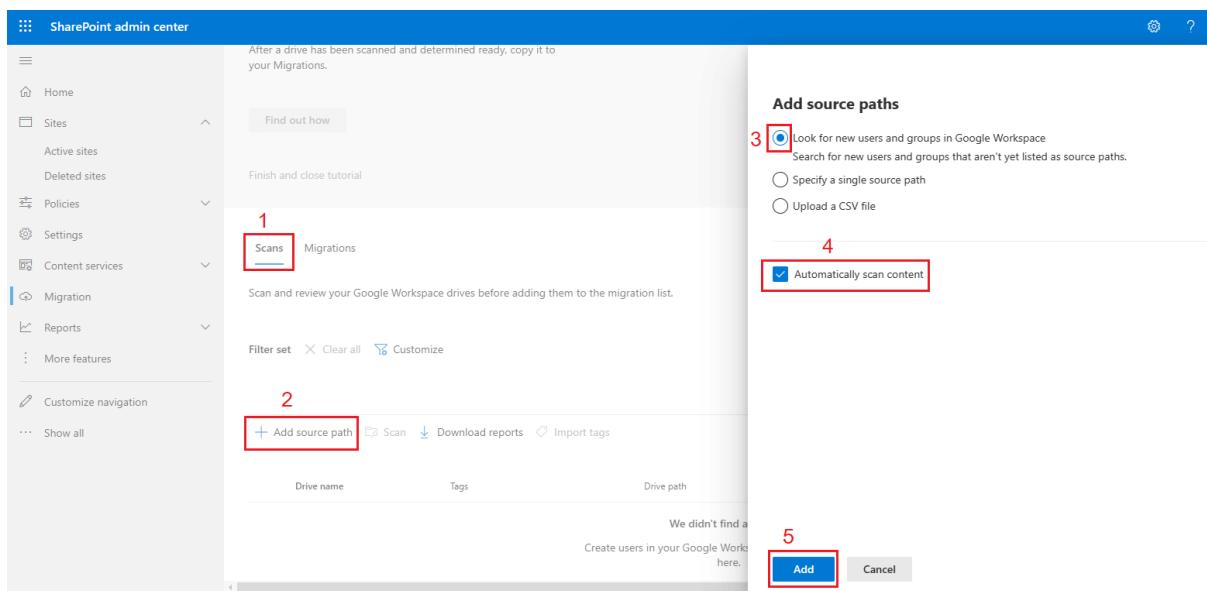
The screenshot shows the 'Authenticate Google Workspace' step in the migration process. On the left, there's a sidebar with navigation links like 'Migration >', 'First, connect to Google Workspace', 'Install the Microsoft 365 migration app', 'Authenticate Google Workspace' (which is highlighted with a blue checkmark), 'Sign in to Google Workspace', and 'When ready, copy files'. The main content area has a title 'Authenticate Google Workspace' and instructions: 'Sign in to your Google Workspace administrator account to verify your permissions.' A note says: ' ⓘ If you have not installed the Microsoft 365 migration app, return to the previous step. Otherwise, you will not be able to authenticate.' Below this is a 'Sign in to Google Workspace' button. To the right, there's a sidebar with links: 'Learn how to setup a Google Workspace connection' and 'Connecting your Google Workspace account to Microsoft 365'. At the bottom, there are 'Back', 'Finish', and 'Cancel' buttons.

- Once signed in, it will show a window showing **Connected to Google workspace**. Click on the **finish** button.



## Scan Google Workspace Drives

- Now in the SharePoint Admin Center, scroll down and click on **add source path** in the **Scans** tab. A new window will open select “**Look for new users and groups in Google Workspace**”, choose **Automatically scan content** and click on the **Add** button.



2. It will start scanning for Google Workspace drive and show all drives available in the Google Workspace.

Drive name	Tags	Drive path	Scan result	Drive status	Scanned folders
Abhishek Dheeman	None	abhishek@itinfohub.com	<span style="color: green;">Completed</span>	Active	1
Manoj Dwivedi	None	manoj@itinfohub.com	<span style="color: green;">Completed</span>	Active	1

3. Now choose the drive or drives that you want to migrate to Microsoft 365 and click on **Copy to Migrations**. A new pop-up window will open showing drive confirmation. Again, click **Copy to Migrations** to move further.

SharePoint admin center

Home

Sites

Active sites

Deleted sites

Policies

Settings

Content services

Migration

Reports

More features

Customize navigation

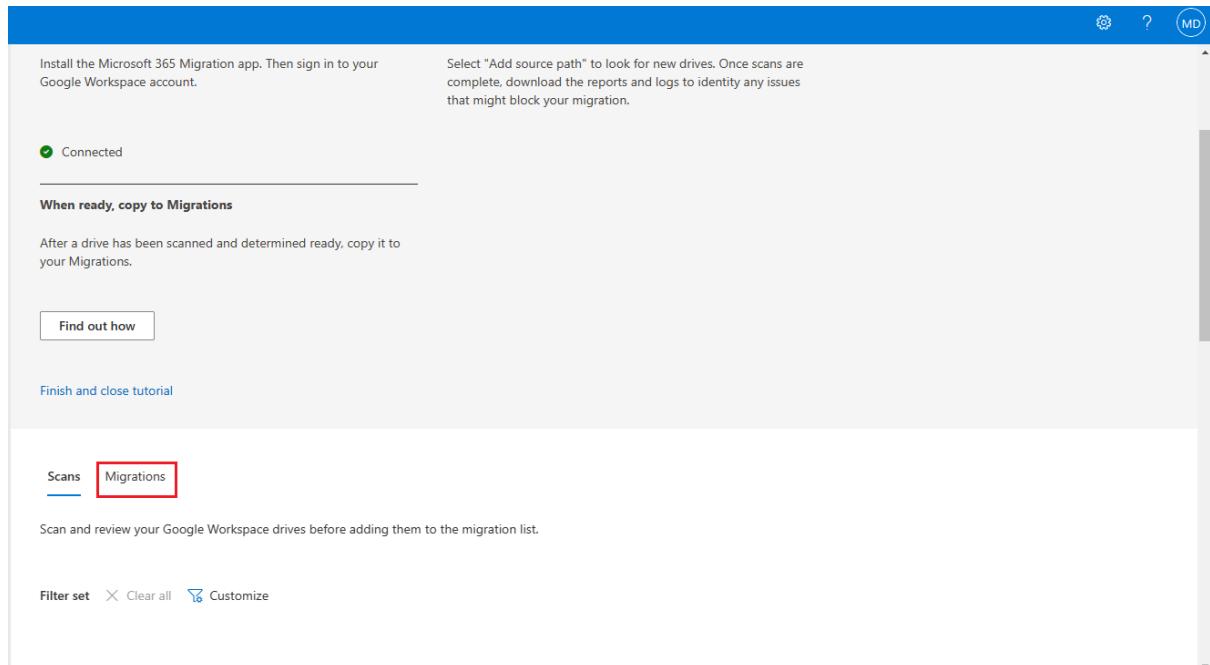
Show all

1

2

3

4. Now click on the **Migrations** tab to migrate Google Workspace content to Office 365.



5. If you need to change the destination path, click on the **task**. A new window will open showing migration details. Click on **edit** under the Destination.

The screenshot shows the Microsoft 365 Migration app interface with the "Migrations" tab selected. On the left, a message says: "After reviewing your migration setup, you are ready to migrate your Google Workspace drives to Microsoft 365." Below it is a "Finish and close tutorial" link. The main content area shows migration statistics: Skipped (0), Failed (0), Successful (0), and Skipped (0) under the "Data" column. At the bottom, there are buttons for "Migrate", "Schedule", "Stop", and "Delete".

On the right, a modal window titled "Manoj Dwivedi migration details" is open. It has tabs for "Overview" (selected), "Folders", "Files", and "Data". The "Source" section shows "manoj@itinfohub.com". The "Destination" section shows "manoj@itinfohub.com" and has an "Edit" button highlighted with a red box and labeled "2".

The "Tags" section shows "None". The "History" section shows "Last run" and "Scheduled start time" both as "-". The "View logs" button is present. The "Date created" is "1/26/23, 3:06 AM". The "Total files" and "Total data" sections both show "-".

6. Now select the **destination as OneDrive** to migrate Google Drive to OneDrive and select account. And **create folder** if needed and click on the **save path**.

After reviewing your migration setup, you are ready to migrate your Google Workspace drives to Microsoft 365.

**Select destination path**

Once you migrate content to this destination, it cannot be modified.

**Select a destination**

- OneDrive (selected)
- SharePoint
- Teams

**Select a OneDrive account**

- Manoj Dwivedi (selected)

**Select a folder**

No folders or files found

**Save path**

**Files**

	Name	Tags	Drive path
<input checked="" type="checkbox"/>	Manoj Dwivedi	None	manoj@itinfohub.com
	Abhishek Dheeman	None	abhishek@itinfohub.com

**Data**

	Name	Tags	Drive path
	-	-	-

**Migrate** **Schedule** **Stop** **Delete**

**Note:** You need to perform this step for every user if you want to change the destination path for every user. Make sure One Drive is setup for every destination user.

- Now click on **map identities**. A Map Identities window will open.
- Click on the **Domain field** if you want to change domain of the Microsoft 365, otherwise leave it unchanged.
- In Groups, if you have groups in Google Workspace, then select it and map the group.

**Map identities**

Map your domains, groups, and users in Google Workspace to those in Microsoft 365. Select Auto-map to have Migration Manager map the identities for you, or select Import users and groups to upload a CSV file. We'll use this map to apply your Google Workspace sharing settings to the content you migrate. Review the list to confirm mappings and edit any that need attention. [Learn more](#)

**Domains**

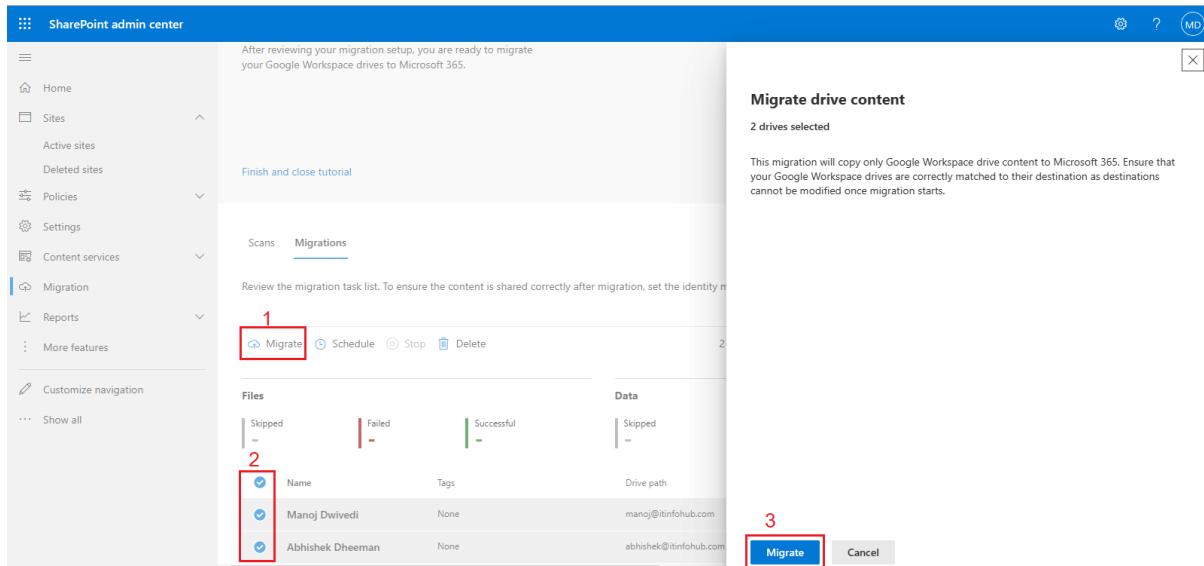
Mapping status	Google Workspace domain	Microsoft 365 domain
Manual	itinfohub.com	tw7pg.onmicrosoft.com

**Groups**

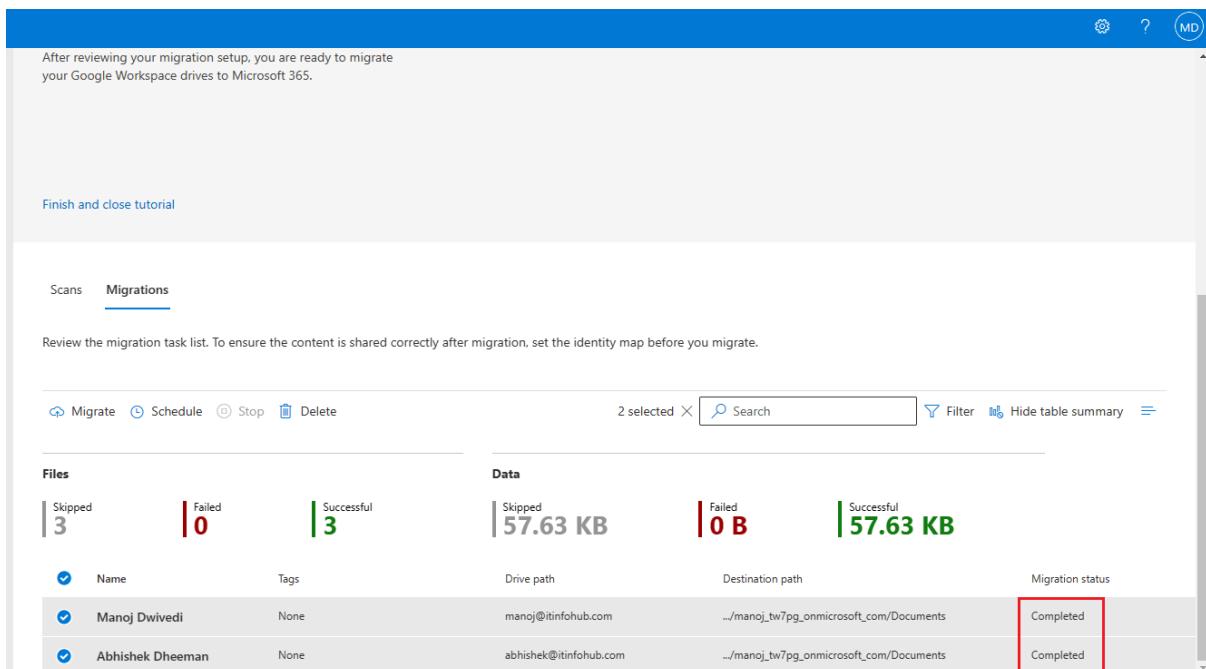
Mapping status	Google Workspace group	Microsoft 365 group
Manual	classroom_teachers@itinfohub.com	Mark 8 Project Team

**Auto-map** **Import users and groups** **Search** **Filter**

7. Now go back to the migration tab and select **drives** and click on the **migrate** option. A new window will open, asking for confirmation. Again, click on the **migrate** button.



8. It will process the tasks and take time, depending on your data size. Once completed, you will see the migration status as **completed** with details of the data migrated.



With the above-listed steps, you can migrate your Google Workspace drive content to OneDrive for business.

## Conclusion

Migrating your Google Drive to OneDrive for business is a great way to get access to the powerful cloud storage and collaboration tools offered by Microsoft. With a few simple steps, you can migrate your data from Google Workspace drive to OneDrive for business. Taking the time to complete this process will ensure you are able to maximize the potential of the tools offered in Office 365. With the tools and features of Office 365 at your disposal, you will be ready to get the most out of your organization.