
PRACTICAL STEPS FOR MIGRATING SHARES TO OFFICE 365

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About Vlad Catrinescu



OFFICE SERVERS AND SERVICES MVP

SharePoint MVP since 2013

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PLURALSIGHT AUTHOR

Creating video content for one of the most popular and **best quality** online training sites.



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Author of the books “**Deploying SharePoint 2016**” & “**Essential PowerShell for Office 365**” & “**Deploying SharePoint 2019**” for Apress



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/regarding365



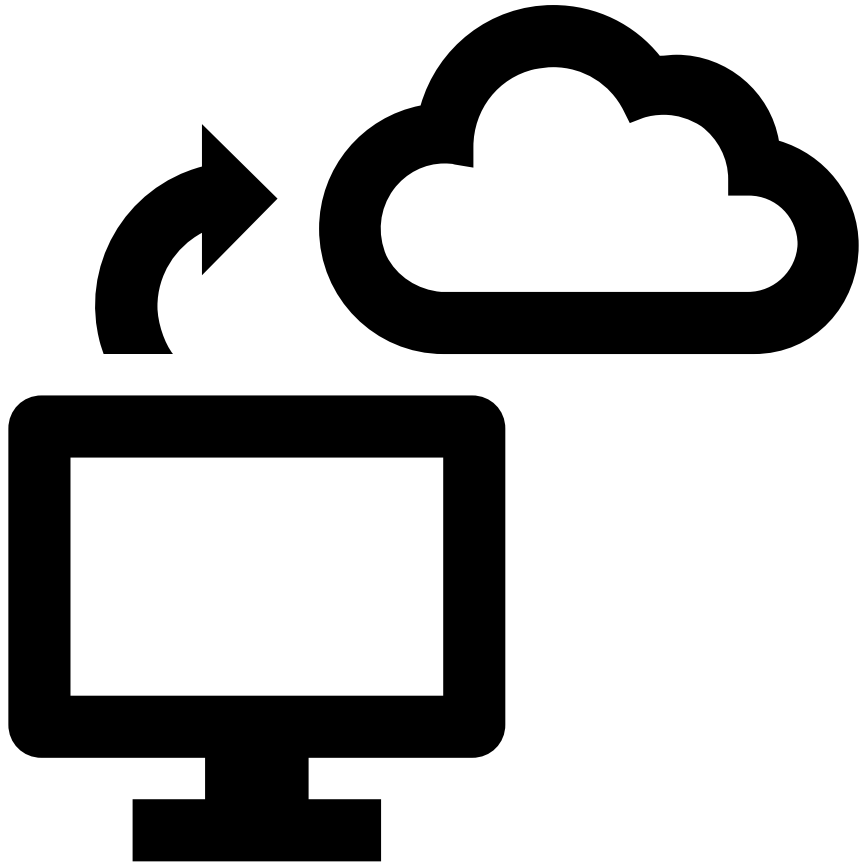
/regarding365

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WHY
MIGRATE
SHARES TO
OFFICE365



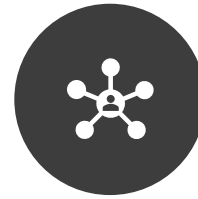
HIDDEN
CONTENT



NO AUTO
VERSIONING



EDITING CAN
BE A PAIN



ON
NETWORK



ONE FILE –
ONE FOLDER



BACKUP



DOWNTIME



PERMISSIONS
NIGHTMARE

FILE SHARE GAP



MICROSOFT
SEARCH



WE ALL GET
VERSIONS



EDITING BLISS



ACCESS
ANYWHERE



METADATA!



RECYCLE BINS
AND RESTORES



DATACENTER
REDUNDANCY



USER-DRIVEN
PERMISSIONS

OFFICE 365 HELPS YOU DO MORE



BUSINESS PROCESSES

YOUR DATA, YOUR BUSINESS



File shares are a staple



Business Process



Availability



Links (even within documents)



Windows integration



Permissions

DISCOVER YOUR DATA



KNOWING YOUR
ORGANIZATIONS PROCESSES IS
CRUCIAL



FINDING DOCUMENTS IS ONLY
THE FIRST STEP



MORE THAN ONE TOOL IS
REQUIRED



SPECIAL NOTE ON DATABASES

HOW TO ANALYZE YOUR DATA

PowerShell

- Create your own reports
- Fully Custom
- Can take a long time to create
 - But there are plenty of examples out there!

SharePoint Migration Tool

- Built In Reports about your file shares
- Super Easy to use
- You cannot customize the information you get

Demo



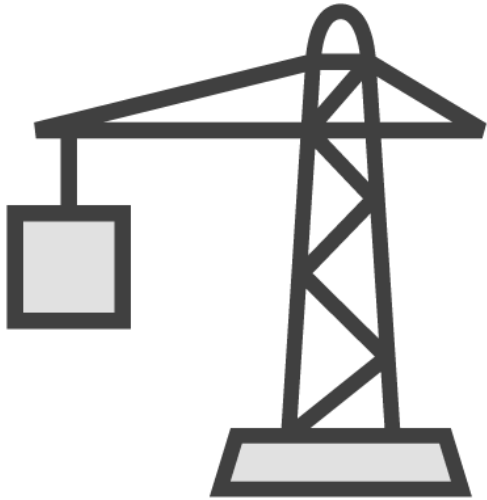
Analyzing your file shares using
PowerShell



Introduction to our options



Three Options for Migrating to SharePoint Online



Manual



PowerShell and the
Migration APIs

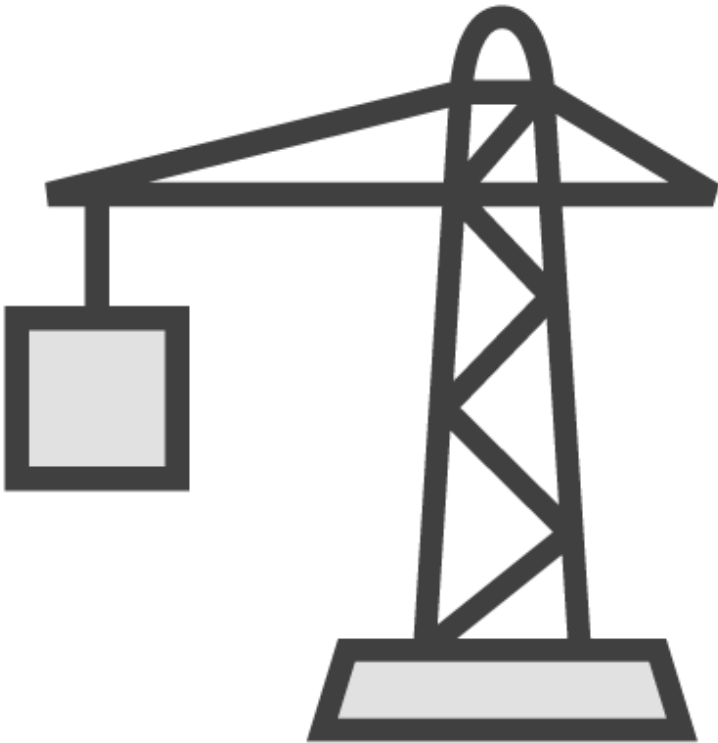


The SharePoint
Migration Tool

Manual Content Migration



Manual Content Migration



**Manually Migrate Content from File Shares
/ On-Premises to Online**

Options for Documents

Download / Upload

OneDrive for Business

Options for Lists

Export to Excel / Import from Excel



Advantages / Disadvantages



Advantages

- Free
- Fast if you don't have a lot of content

Disadvantages

- Can take a long time if you have a lot of content
- Version History will not be migrated
- Not all properties / metadata will be migrated

Migrating to SharePoint Online using PowerShell



PowerShell and the Migration APIs

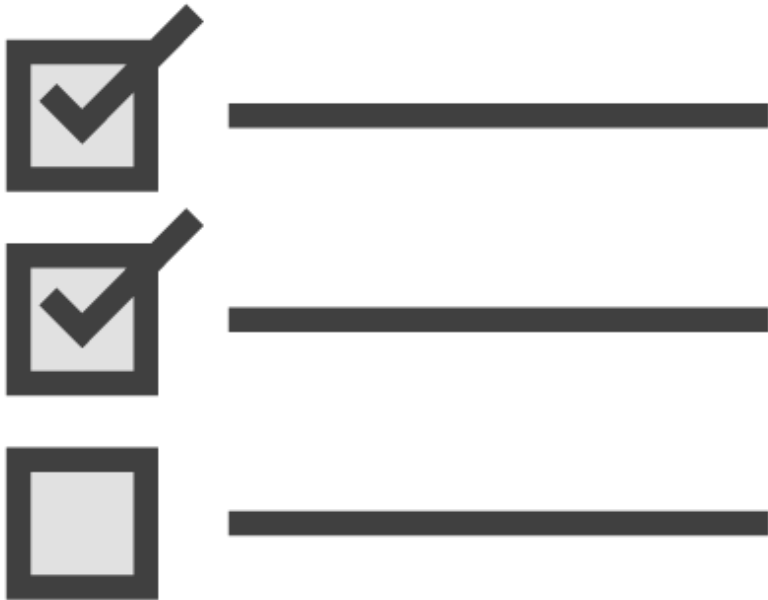


Use PowerShell to migrate content to SharePoint Online

Can migrate lists / document libraries / file shares

Can map users to their new identity in Office 365

Requirements



SharePoint 2010 +

SharePoint Online Management Shell

SharePoint Online Admin

Azure Storage Account (\$)

Two Temporary Folders



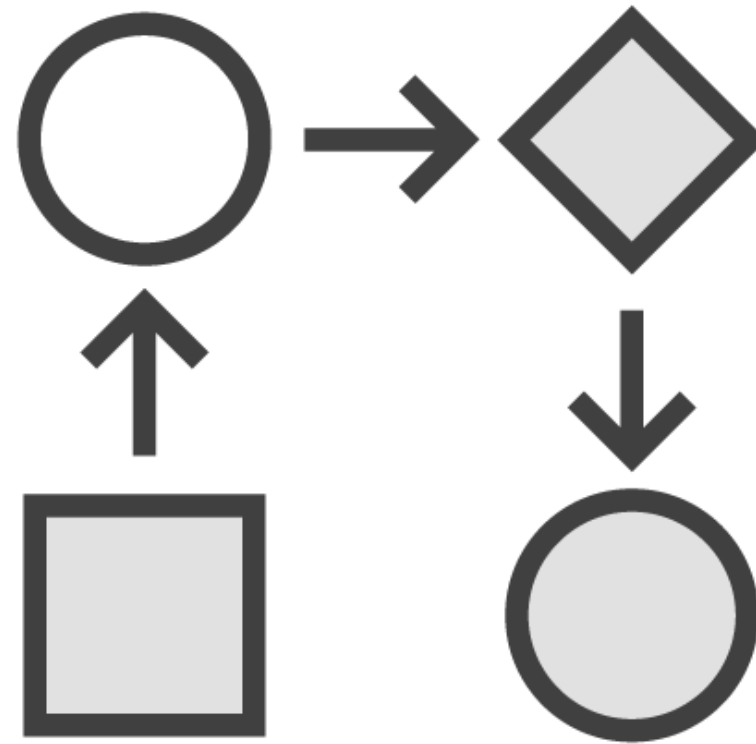
Prepare Destination

Package Content

Convert Packaged
Content

Upload Package Content
to Azure

Start Migration



Prepare Destination



The migration destination (library) in SharePoint Online needs to be pre-created

If you migrate a file share, you only need to create a document library

If you migrate a List/Library, you need to pre-create all content types and columns

File Shares

Migrating a File Share to a SharePoint Online Document Library



```
$cred = (Get-Credential vlad@globomantics.org)

$sourceFiles = '\\sp2013farm-ad\ProjectDocs\'

$sourcePackage = 'F:\Migration\Package_Source'

$targetPackage = 'F:\Migration\Package_Target'

$targetWeb =
'https://globomanticsorg.sharepoint.com/sites/Mig
rationTest'

$targetDocLib = 'FromShare'

$adminSite = 'https://globomanticsorg-
admin.sharepoint.com'

$azureAccountName = '<storage account name>'

$azureAccountKey = '<your key>'

$azureQueueName = 'TestMigration'
```

- **Credential to connect to Office 365**
- **File Share You want to Migrate**
- **Temporary Package Source Folder**
- **Temporary Package Target Folder**
- **SharePoint Web where content will be migrated**
- **Document Library where content will be migrated**
- **URL of the SharePoint Online Admin Center**
- **Name and Key of your Azure Storage Account**
- **Name of the Azure Queue**



Connect to SharePoint Online

```
Connect-SP0Service -Url $adminSite -Credential $cred
```



Package Content

```
$tempPackage = New-SPOMigrationPackage  
-SourceFilePath $SourceFiles  
-OutputPackagePath $sourcePackage  
-TargetWebUrl $targetWeb  
-TargetDocumentLibraryPath $targetDocLib
```



Convert Packaged Content

```
$FinalPackage = ConvertTo-SPOMigrationTargetedPackage  
-SourceFilePath $SourceFiles  
-SourcePackagePath $sourcePackage  
-OutputPackagePath $targetPackage  
-TargetWebUrl $targetWeb  
-TargetDocumentLibraryPath $targetDocLib  
-Credential $cred  
-ParallelImport
```



Upload to Azure

```
$UploadJob = Set-SPOMigrationPackageAzureSource  
-SourceFilePath $sourceFiles  
-SourcePackagePath $targetPackage  
-AzureQueueName $azureQueueName  
-AccountName $azureAccountName  
-AccountKey $azureAccountKey
```



Start Job

```
$MigrationJob = Submit-SPOMigrationJob  
-TargetWebUrl $targetWeb  
-MigrationPackageAzureLocations $UploadJob  
-Credentials $cred
```



Check the Status of a Job

```
$status = Get-SPOMigrationJobProgress  
          -AzureQueueUri $UploadJob.ReportingQueueUri  
          -Credentials $cred
```



Demo



Migrating a File Share to SharePoint Online



Welcome to the SharePoint Migration Tool

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

[Start your first migration](#)

THE SHAREPOINT MIGRATION TOOL

A screenshot of the SharePoint Migration Tool's welcome window. The window has a blue background and a title bar with a minus sign and a close button. The text 'Welcome to the SharePoint Migration Tool' is displayed in white. Below it, in smaller white text, is 'Migrate file shares or SharePoint Server 2013 sites to SharePoint Online or OneDrive'. At the bottom left, there is a white rectangular button with the text 'Start your first migration' in blue.

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 2013 and file shares
 - There are plans to include support for SharePoint 2010/2016/etc

- Brand New Full Migration / Incremental of previous migration
- Migrates SharePoint 2013 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 2013

My content is a SharePoint Server list, library or webpart



File Share

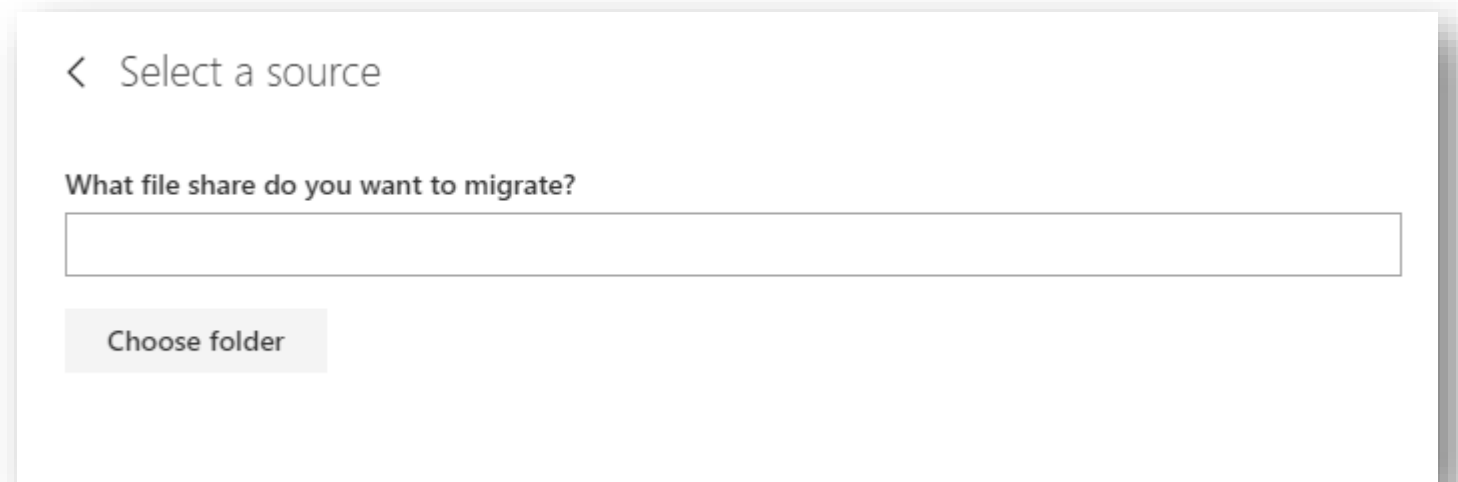
My data is on my local computer or on a network file share



JSON or CSV file for bulk migration

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

- Allows you to migrate file shares, scheduling the migration one at a time



< Select a source

What file share do you want to migrate?

Choose folder

The image shows a software interface for selecting a file share to migrate. It features a back arrow and the title 'Select a source'. Below this is a question 'What file share do you want to migrate?' followed by a text input field. At the bottom, there is a button labeled 'Choose folder'.

< Select a destination

Enter the SharePoint Online site where you want to migrate your content

Select a document library

- Migrate into existing site and library
- When migrating file shares, the site and library needs to exist beforehand

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

Review migration

Name your migration

Migration 04/05 11:04

Source	Destination	
▼ D:\...\Resources ...net\DataSource\Gibber\Resources	dgnet Team Site Documents	×

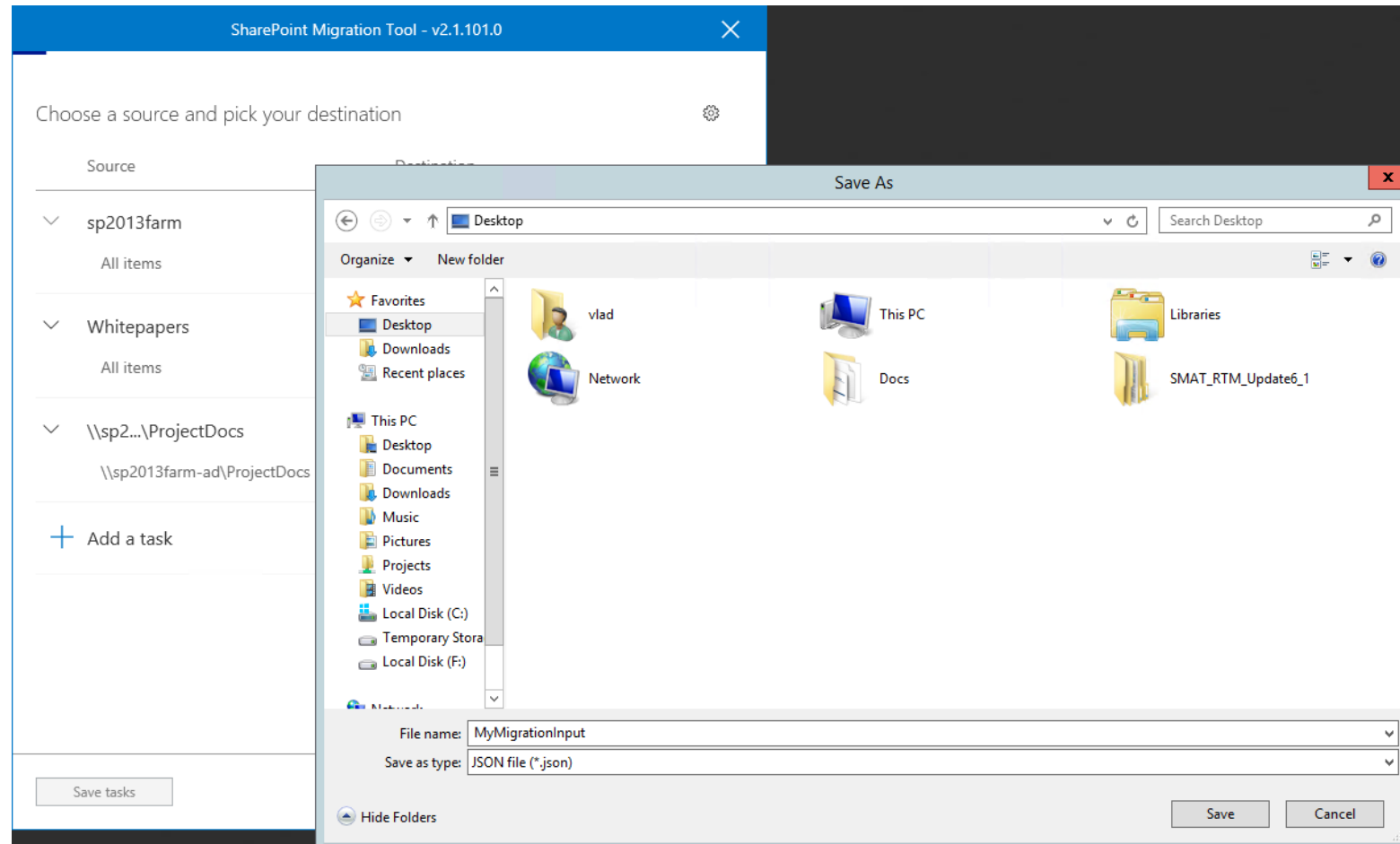
[+ Add another source](#)

Next

Save for later

Cancel

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



JSON SAVED TASKS

```
{
  "Tasks": [
    {
      "SourcePath": "http://globomantics.eastus.cloudapp.azure.com",
      "TargetPath": "https://globomanticsorg.sharepoint.com/sites/NewSiteCollection"
    },
    {
      "SourcePath": "http://globomantics.eastus.cloudapp.azure.com/whitepapers",
      "TargetPath": "https://globomanticsorg.sharepoint.com/sites/whitepapers"
    },
    {
      "SourcePath": "\\sp2013farm-ad\\ProjectDocs",
      "TargetPath": "https://globomanticsorg.sharepoint.com",
      "TargetList": "Documents"
    }
  ]
}
```



How to format your JSON or CSV for data content migration

<https://docs.microsoft.com/en-us/sharepointmigration/how-to-format-your-csv-file-for-data-content-migration>

< Choose your

Basic settings

Only perform scanning

Preserve file share per

Migrate file version hi

Azure Active Directory

[View all settings](#)

All migration settings

General

Only perform scanning ⓘ

☐ Off

Preserve file share permissions ⓘ

☐ Off

Users

Azure Active Directory lookup ⓘ

☒ On

User mapping file ⓘ

Choose file

Filters

Keep all versions ⓘ

☒ On

Migrate hidden files ⓘ

☒ On

Migrate files created after ⓘ

Migrate files modified after ⓘ

Save

Cancel



Do not migrate files with these extensions ⓘ

Migrate files and folders with invalid characters ⓘ

☒ On

Migrate OneNote folder as OneNote notebook ⓘ

☐ Off

Advanced

Migration auto re-run ⓘ

☒ Run once

☐ Run up to 5 successive times

SharePoint Migration Tool working folder ⓘ

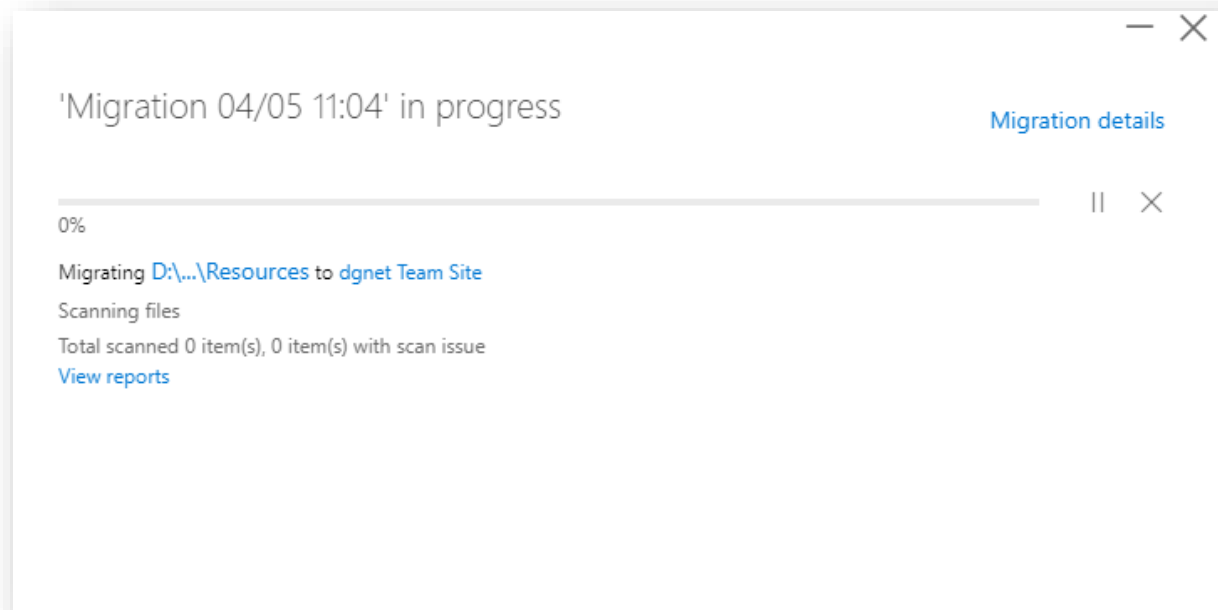
Choose folder

Use custom Azure storage ⓘ

☐ Off

Save

Cancel



- Follow the migration in the User Interface
- You can view the Task Report for more information

Demo



SharePoint Migration Tool



Resources



Tools

- <https://docs.microsoft.com/en-us/sharepointmigration/introducing-the-sharepoint-migration-tool>
- <https://docs.microsoft.com/en-us/sharepointmigration/upload-on-premises-content-to-sharepoint-online-using-powershell-cmdlets>

Pluralsight

- Migrating to Office 365 SharePoint Online
 - <https://app.pluralsight.com/library/courses/migrating-to-sharepoint-online>

Blogs

- <https://techcommunity.microsoft.com/t5/Microsoft-SharePoint-Blog/bg-p/SPBlog>



Thank you!



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<https://www.linkedin.com/in/danielglenn/>



absolute-sharepoint.com
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pluralsight.com/authors/vlad-catrinescu



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Download Resources

<https://github.com/vladcatrinescu/Migrating-File-Shares-to-SharePoint-Online/tree/master>

