

5 Things to Consider when Migrating PST Data to Office 365

1

UNDERSTAND THE IMPACT

To form a successful strategy to remove PSTs, it is critical to consider the end user or business productivity impacts and map out a process that addresses them

CHOOSE THE RIGHT APPROACH

Whatever company or technology you select, make sure to understand and be comfortable with the underlying architecture and approach

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3

ALWAYS DO A PROOF OF CONCEPT! ALWAYS

An enterprise PST Migration project requires a significant investment of time and resources. To remove as much project risk as possible, it is critical to make sure the solution works as described

PLAN ... PLAN ... AND PLAN ...

Here are some key tactical elements for your consideration: Identification, priorities & cadence, timetable, resource alignment, execution & optimization, communications and reporting

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PREPARE FOR THE UNEXPECTED

Unexpected challenges will come up in any technology initiative; PST migrations are no exception. Make sure your team is ready to handle and adapt to any surprises that come up during the project



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