

6 Must Do's to Successfully Migrate from Enterprise Vault to Office 365

1

PROGRESS REPORTING

How the project is moving forwards. Details of related or unresolved issues

USER COMMUNICATION

Keep users up to date about what is happening with their data

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PREPARING TO MOVE DATA REPOSITORIES

If you're moving legacy data there are many tasks that should be performed to ensure a smooth transformation

COPYING THE DATA

Extract data from EV and ingest it into Office 365 quickly, and with full chain of custody

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5

PERFORMING TASKS ON OFFICE 365

E.g. setting mailbox quotas or message size limits or enabling personal archive mailboxes

PERFORMING TASKS ON ENTERPRISE VAULT

E.g. deleting Enterprise Vault email shortcuts to tidy up the mailbox

6



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