

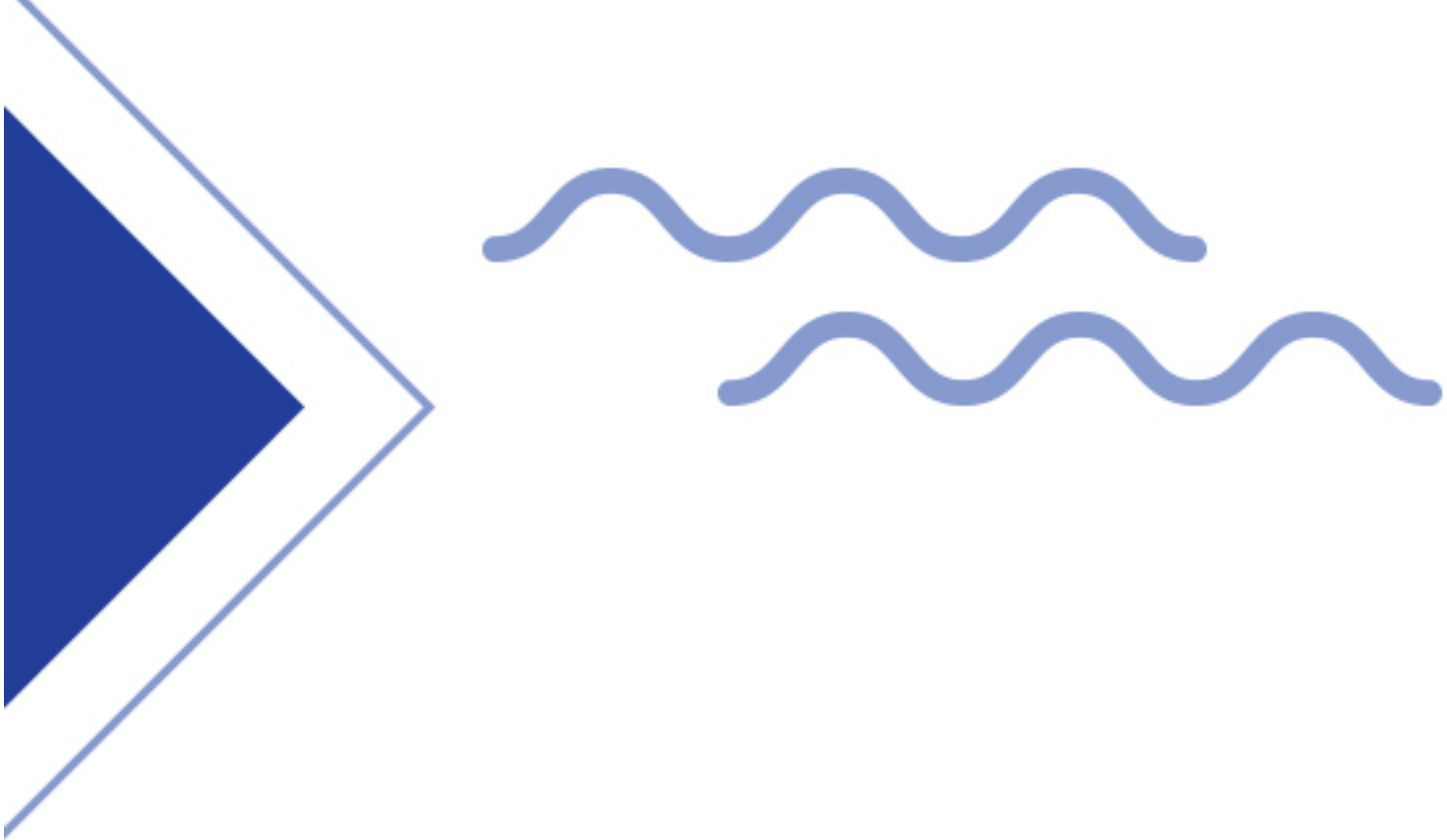
# Checklist for MSPs to Migrate Customer Data to



Use this checklist to ensure no critical task gets unattended when migrating your customers' data to OneDrive for Business and SharePoint Online in Microsoft 365 (formerly Office 365).



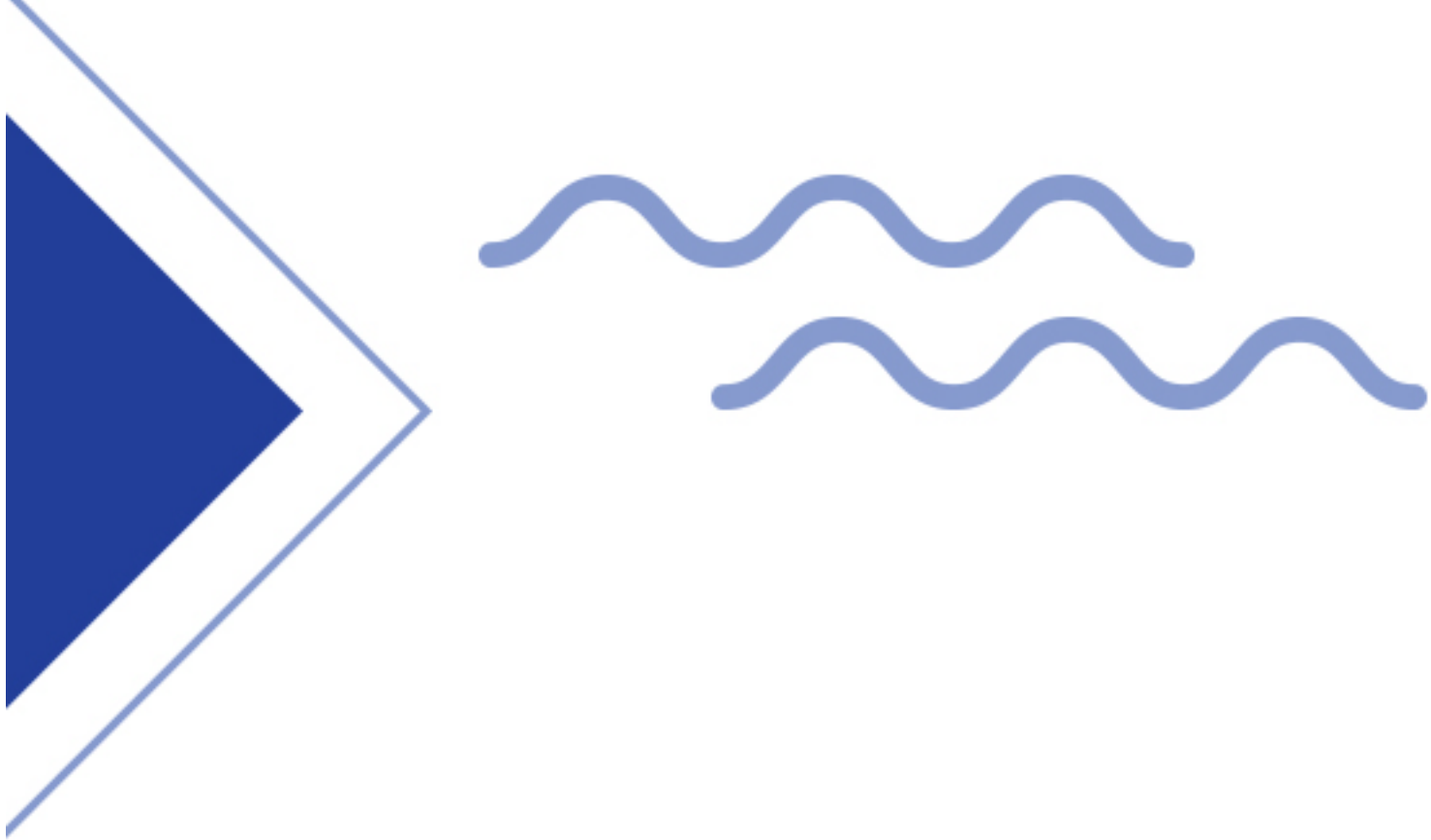




- ☐ Availability of an MSP Program for long-term partnership
- ☐ Final number of User Accounts and Data size (TBs or PBs) to migrate
- ☐ Demo/POC of the data migration tool
- ☐ Availability of source cloud Admin Credentials of the customers
- ☐ Final features to transfer to OneDrive for Business and SharePoint Online
- ☐ Migration environment to transfer customer data: ☐ Cloud-based  
☐ On-prem
- ☐ Modifying sharing permission for coping with user role changes in Microsoft 365
- ☐ Solutions for overcoming Microsoft 365 limitations ☐ unsupported special characters replacement, ☐ unsupported files/folders name replacement, ☐ unsupported long file path resolve.
- ☐ Migration timeline that is in-line with the overall migration plan
- ☐ Pre-provisioning of all the new Microsoft 365 accounts
- ☐ Creating new Sites in SharePoint Online that are relevant to the folders/collections of the source environment
- ☐ Segregation of customer data migration in batches







- ☐ Validation of each migration batch to start the migration of the next batch
- ☐ Solution for lowering the risk of API throttling
- ☐ Validation of one-time migration by checking all the migration reports
- ☐ Availability of comparison delta for Data Reconciliation to validate one-time migration
- ☐ Availability of Delta Migration to transfer incremental changes
- ☐ Validation of Delta Migration to check and ensure all the incremental changes are updated in OneDrive and SharePoint Online
- ☐ Availability of Tool License extension to perform other customer data migrations
- ☐ Amending the MSP Program policies of the migration vendor to streamline T&CS for other customer migrations
- ☐ Decommissioning the source environment ☐ local storage, ☐ cloud storage service

**Contact our Business Migration Team to learn more about how you, as an MSP, can benefit from CloudFuze with our MSP Partner Program.**

