BitTitan Migration Playbook: File Share to SharePoint Online

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Introduction

This is a complete step-by-step guide for migrating a file share from a local server to SharePoint Online in Office 365 using BitTitan.

Planning Phase 1: Gather All the Necessary Credentials

1. Credentials Checklist
    a. Office 365 Global Admin Credentials
    b. Credentials to access local share

2. Special Considerations
    a. If permissions are to be included in the migration, users must exist on Office 365 and have Office 365 licenses assigned to them.
    b. To perform the migration, you will need an Azure subscription and you will incur cost for the time you have your file share in a storage account there. This cost will be minimal. You can get a trial and perform this for free or you can get a paid subscription direct with Microsoft (pay-as-you go) or through a CSP
    c. You will need to create separate MigrationWiz projects for each file share. You will create a baseline project first with all the Advanced Options set, and then use the MigrationWiz Clone feature to create one MigrationWiz project per file share, based on this first baseline project (tutorial in this guide)

Planning Phase 2: Create a structure for SharePoint

There are many different ways you could configure your file share to be imported into SharePoint. The most basic method is to:

1. Create a new site
2. Add a new Document library
3. Migrate your file share to that document library

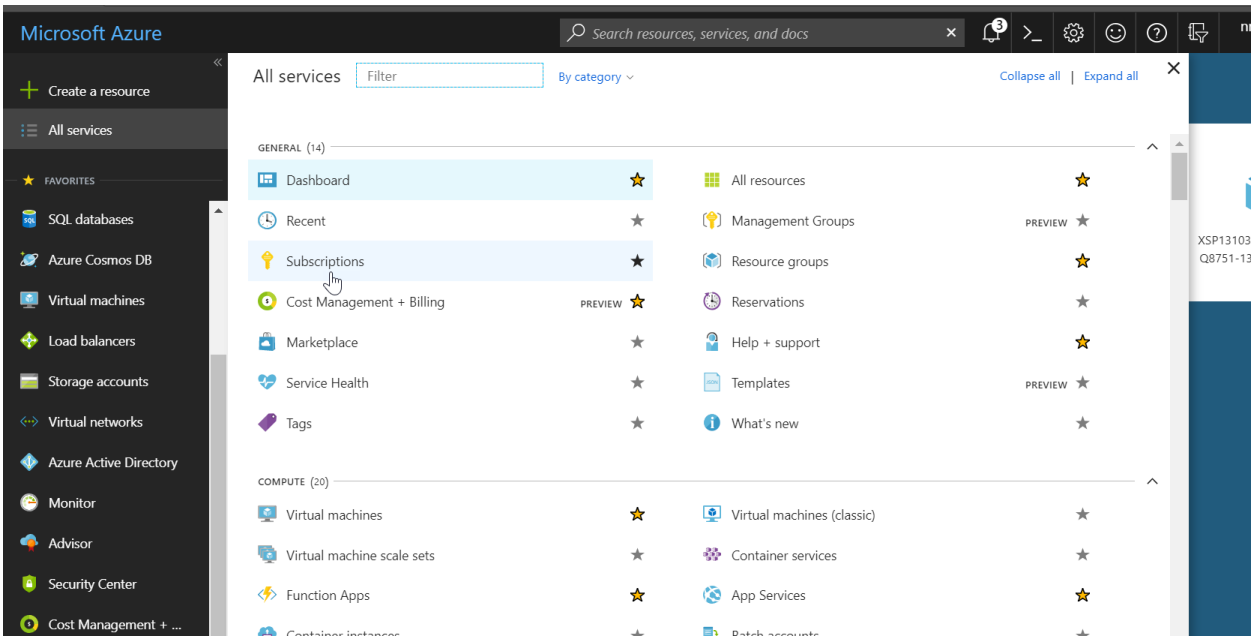
While this is sufficient, it may not meet your organizational needs or goals for the new SharePoint environment you are creating. You may want to create multiple sites/document libraries depending on the company's workflow. Have an idea of how you want things structured before you proceed with the migration. Reading this guide all the way through will give you a good idea of what everything will look like once it is migrated to SharePoint.

Prep Work Phase 1: Prepare Azure

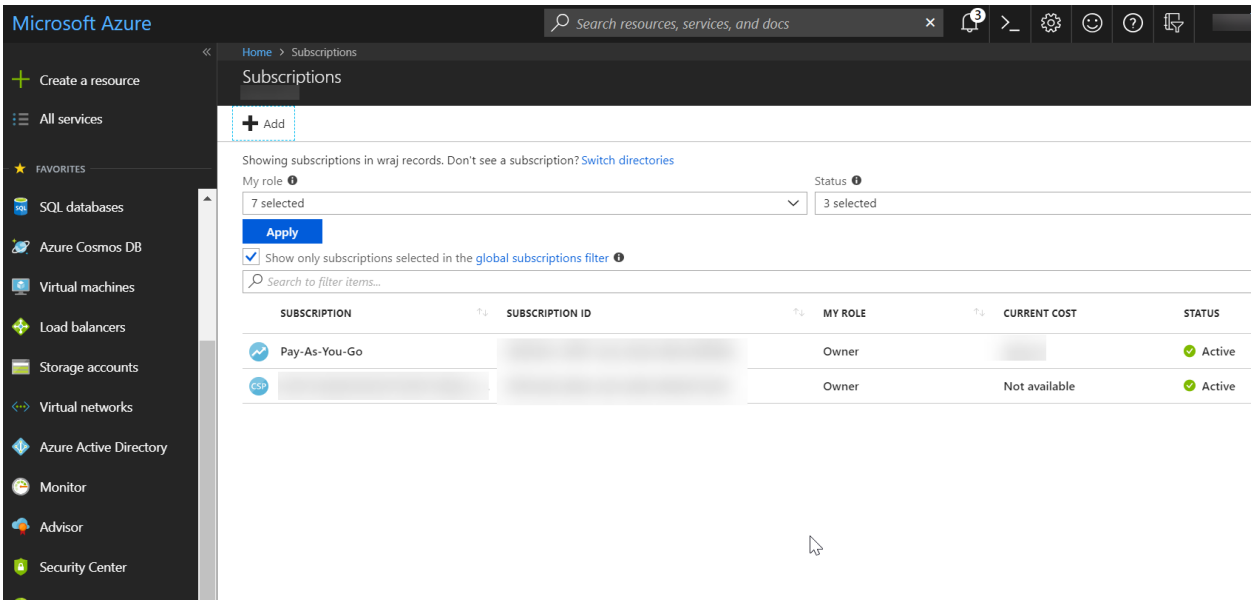
1. Create a net new Office 365 tenant. The tenant will be spun up with the defaulted **.onmicrosoft.com** domain. This can be spun up direct with Microsoft or purchased through a CSP provider

2. Go to Portal.azure.com and sign in with the 365 global admin credentials

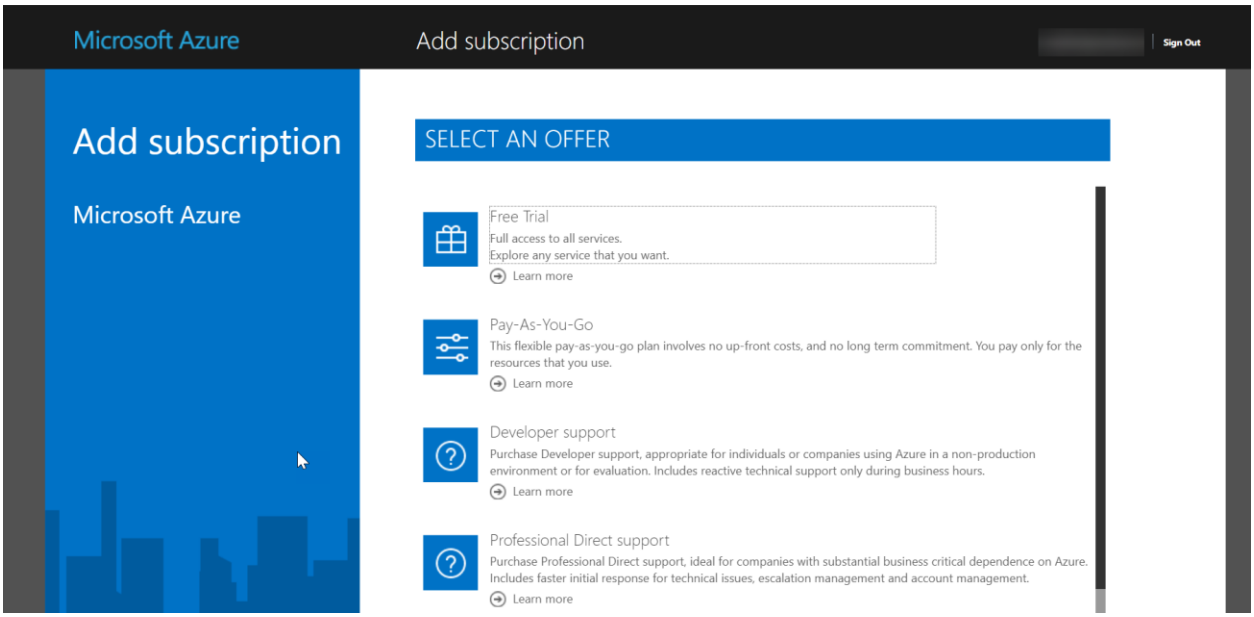
3. In the left-hand corner, go to **All Services>Subscriptions**



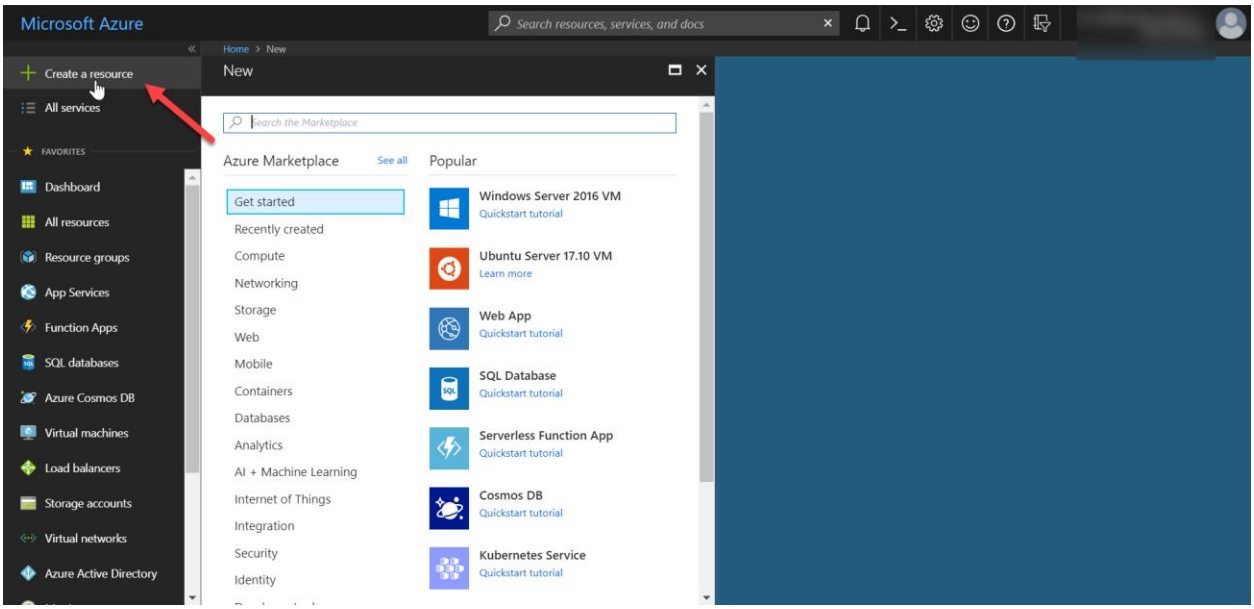
4. If you already had an Azure sub, they would be listed here. If not click +ADD



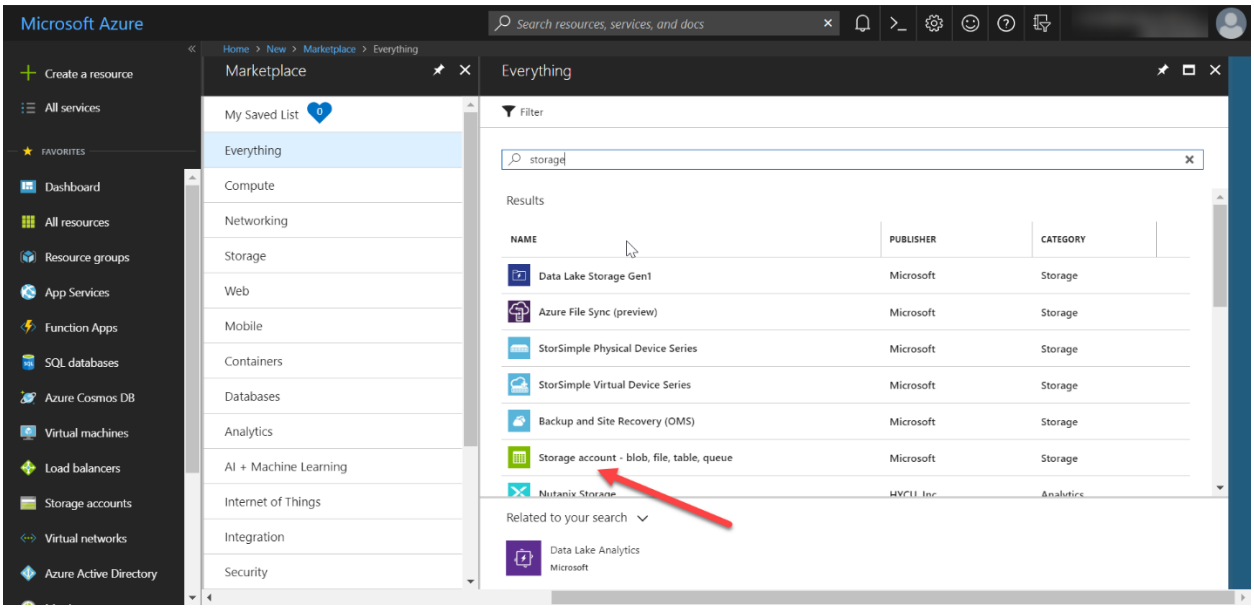
5. Here you can get a trial or Pay-as-you-go. CSP subscriptions come from the CSP provider directly:



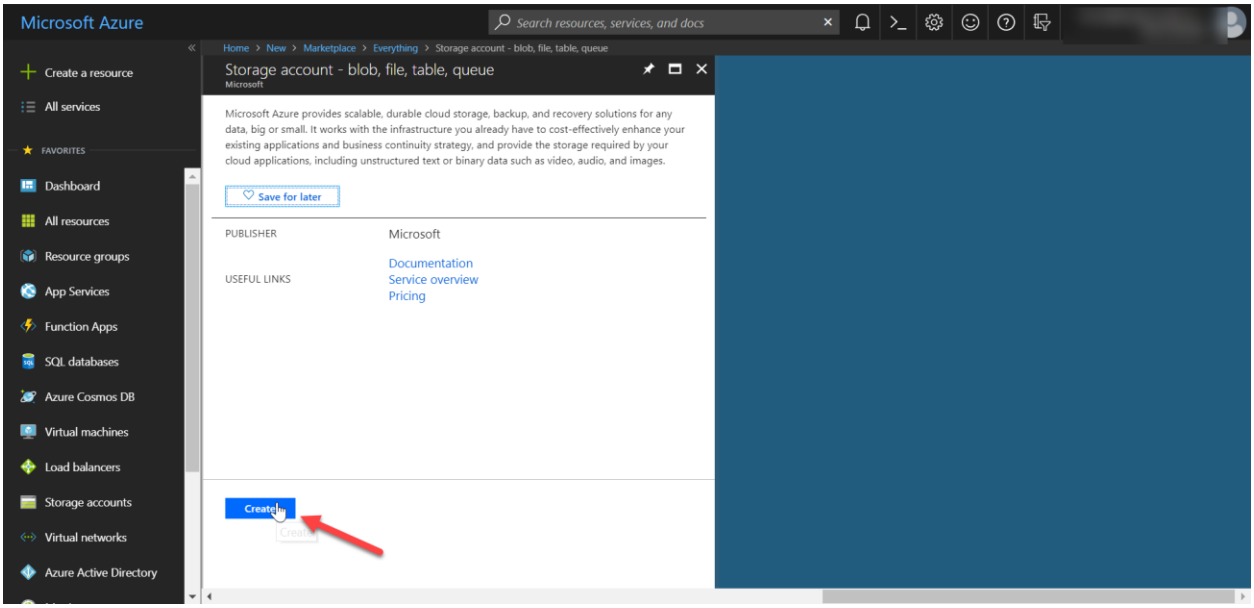
6. Once you have an active subscription, you can go back to the dashboard>Click Create a Resource



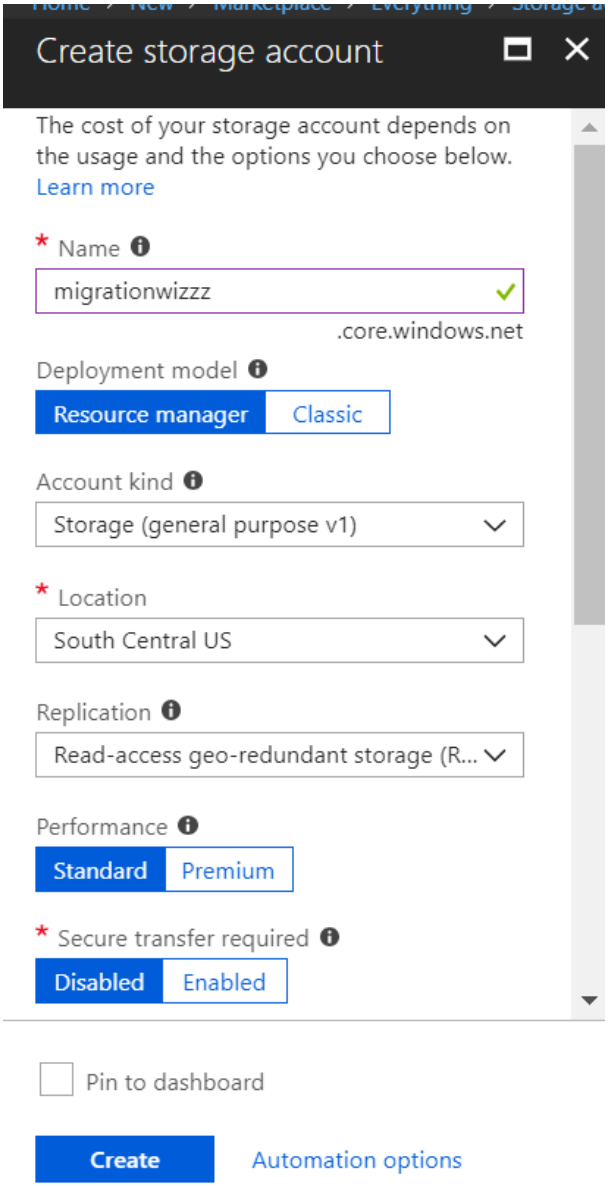
7. Search for “storage” and Click on “Storage Account- blob, file, table, queue”



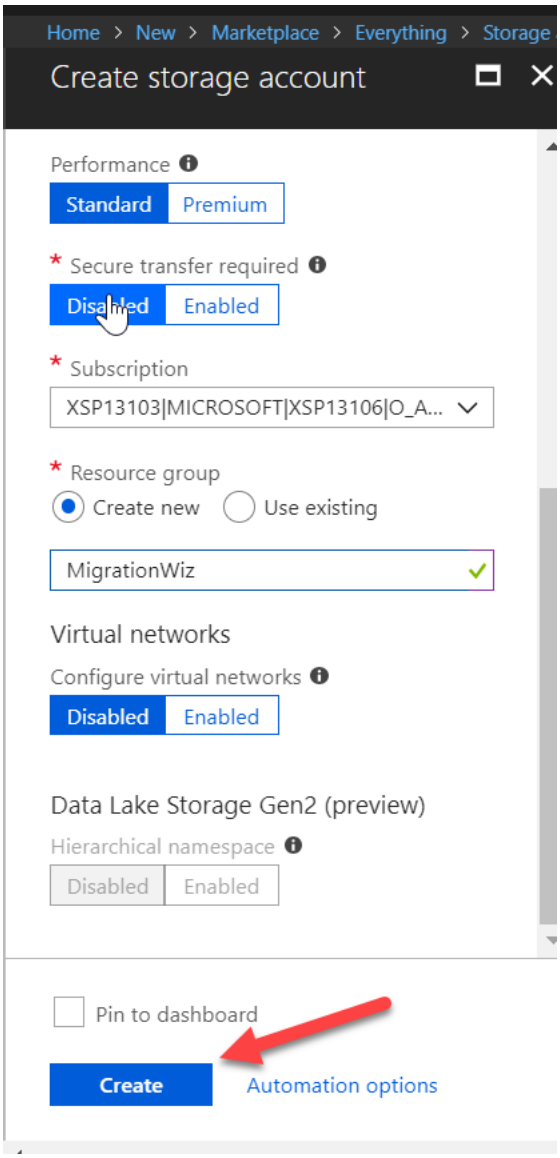
8. Click Create



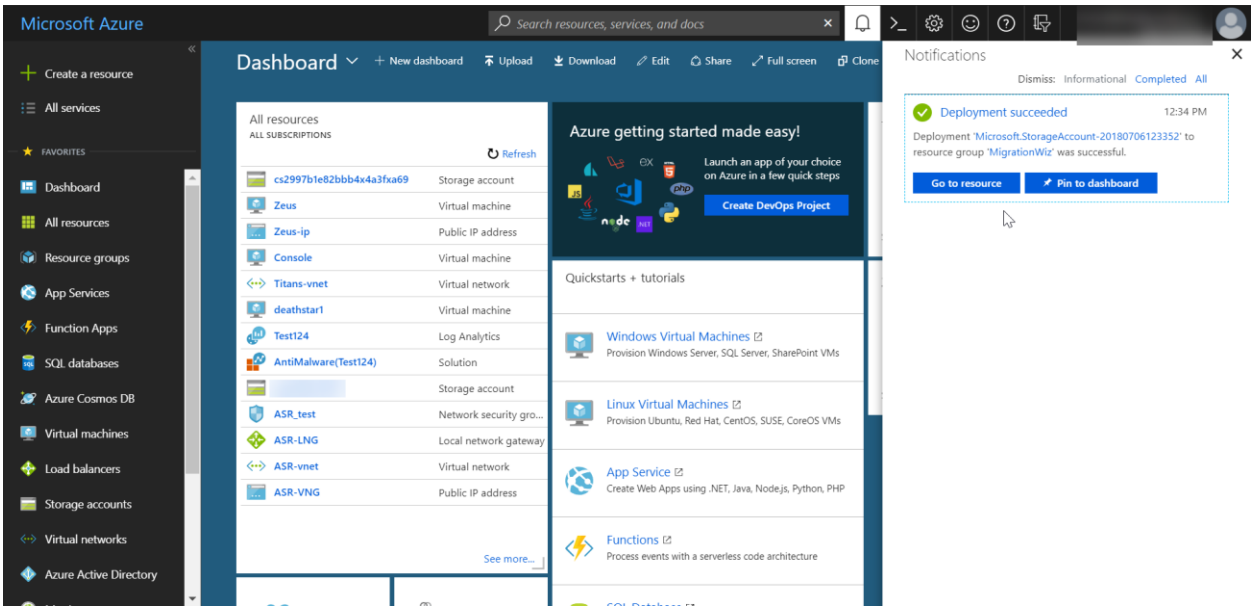
9. Name the storage account



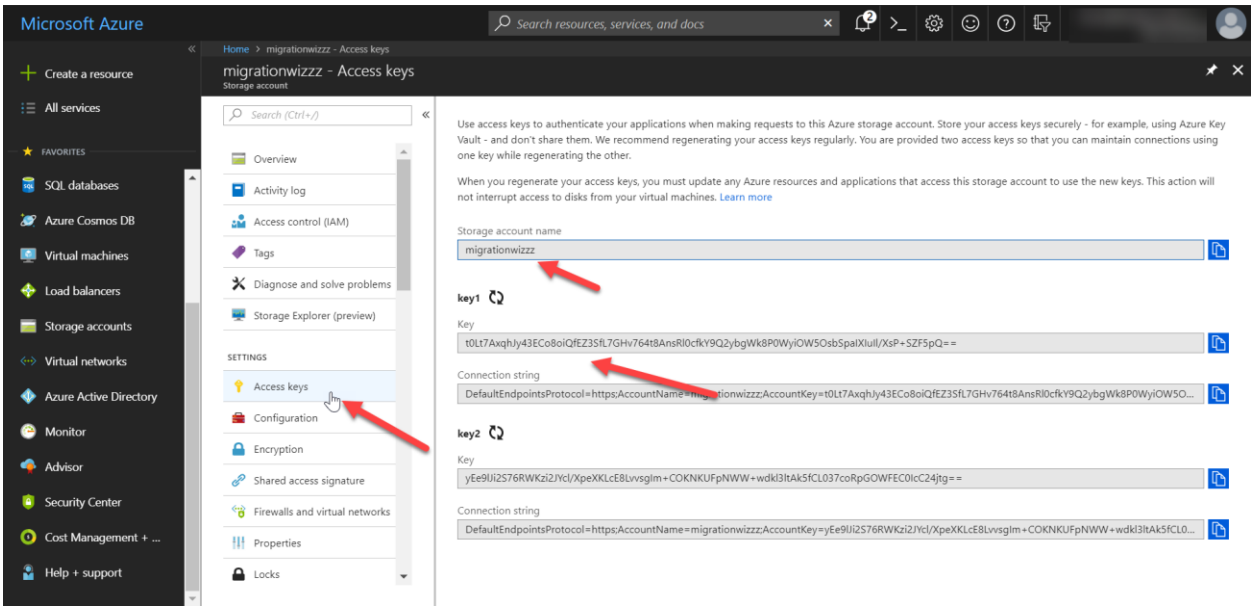
10. Create a new Resource Group or use an existing one if you created one in the past and then click Create



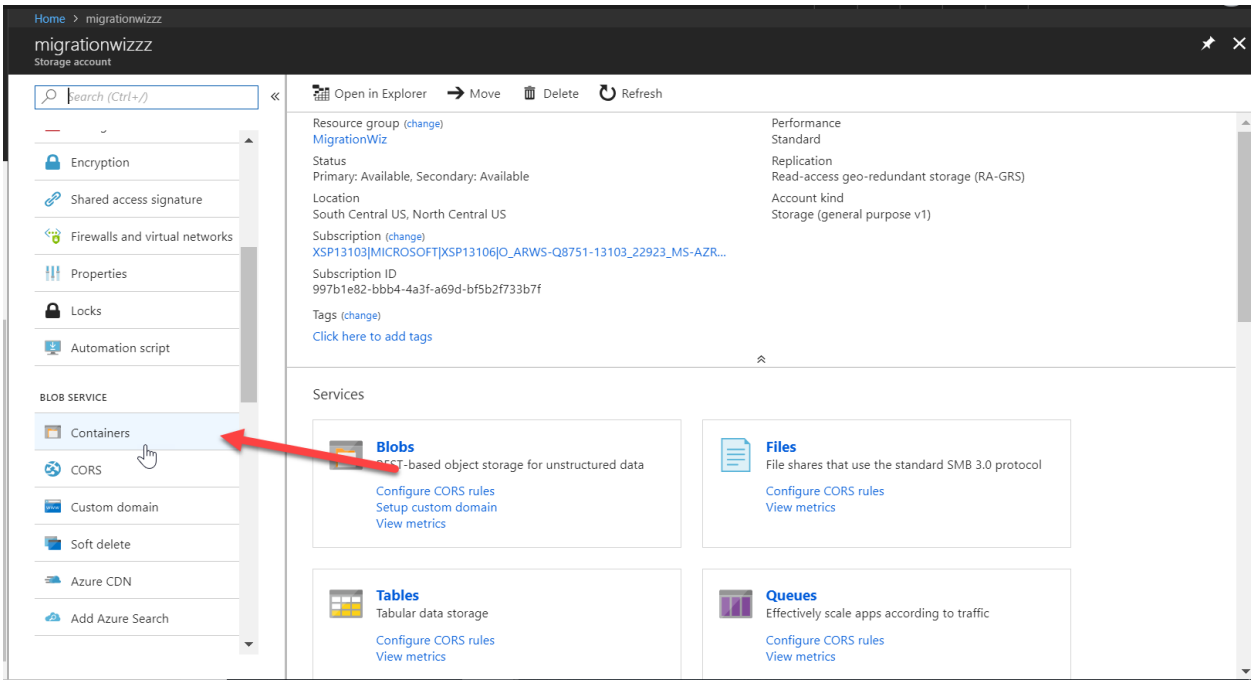
11. This will take just a few minutes to spin up but once it's done, you will get an alert and you can click to go directly to the resource



12. Once you have the blade open for the storage account you just created, under Settings, Click **Access Keys.** Take not of the storage account name and the key1 value. You will need these for the migrationwiz part of the project:

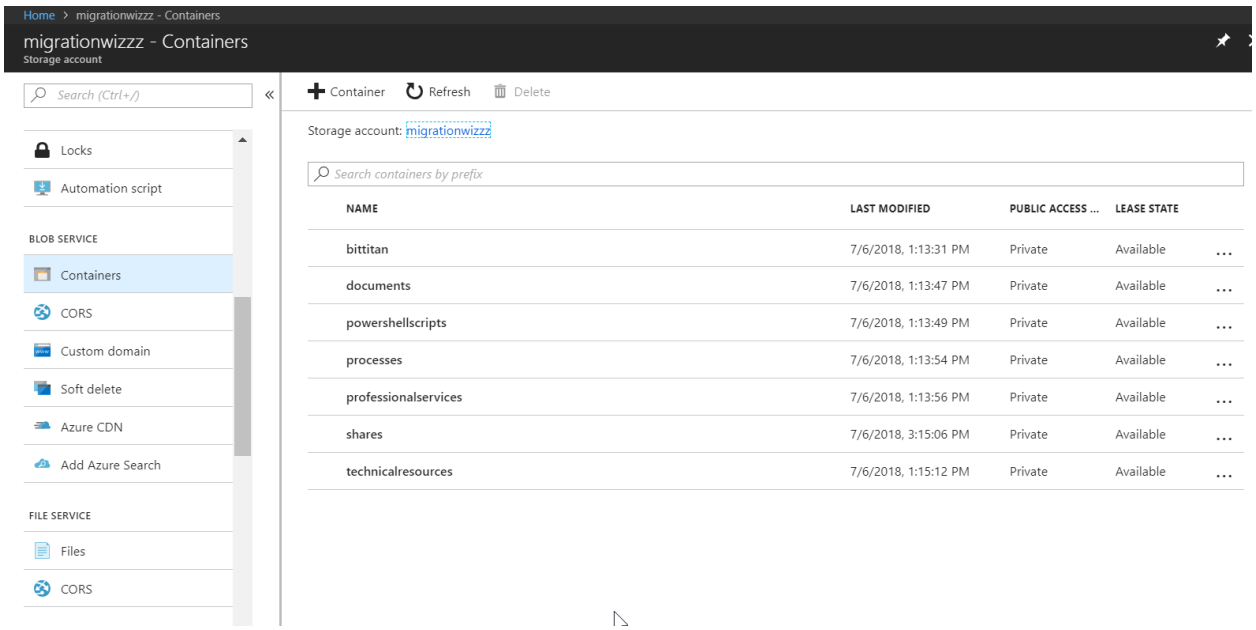


13. Next, scroll down to the **Blob Service** section and click on **Containers**.

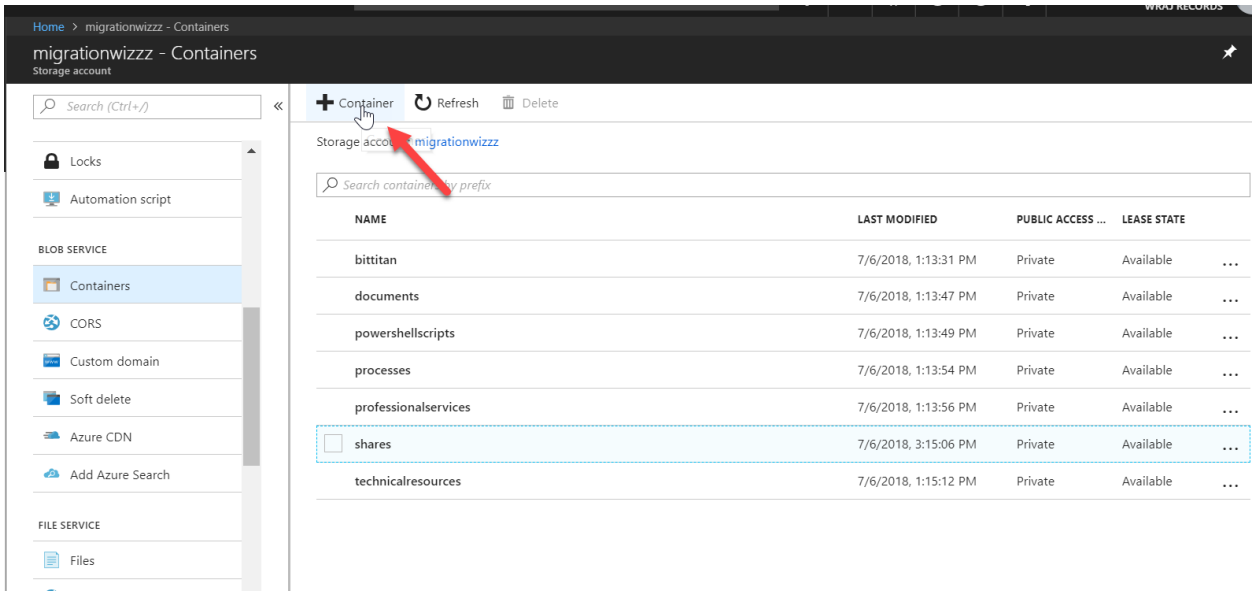


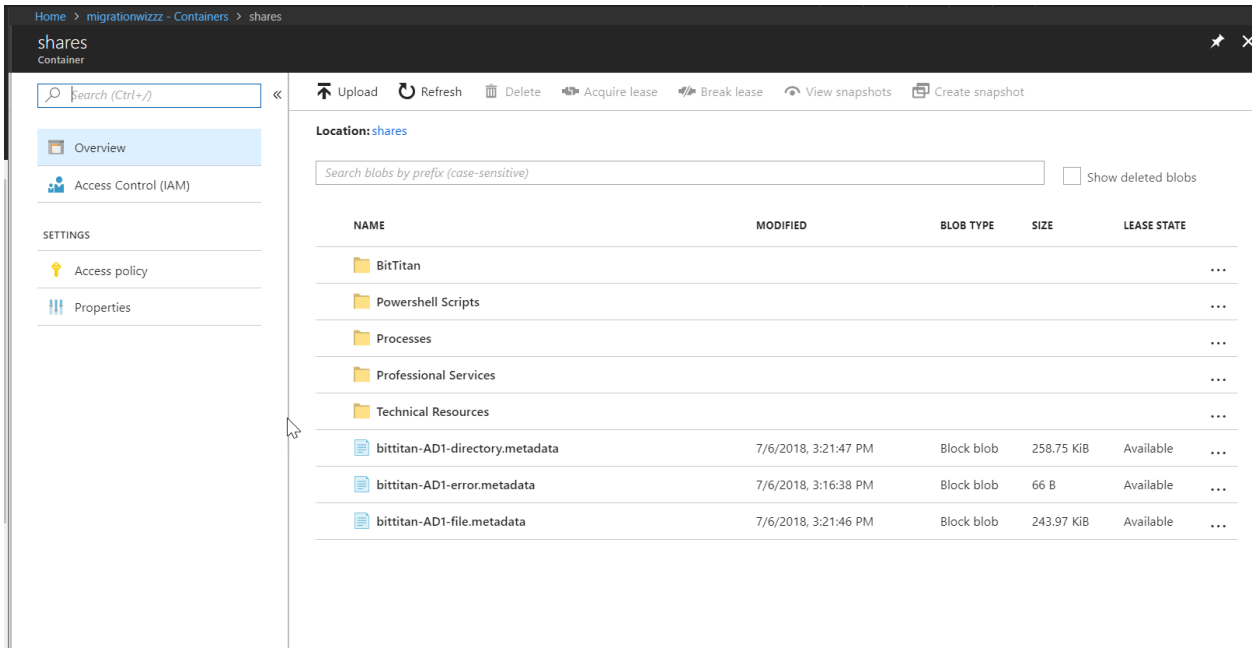
14. There are a couple of different scripts you can run to put the File Share data in Azure.

Option A: You upload the file share and each folder is a different container. This require you to clone the project in MigrationWiz for each container you have. I do not recommend this option if you have many folders:



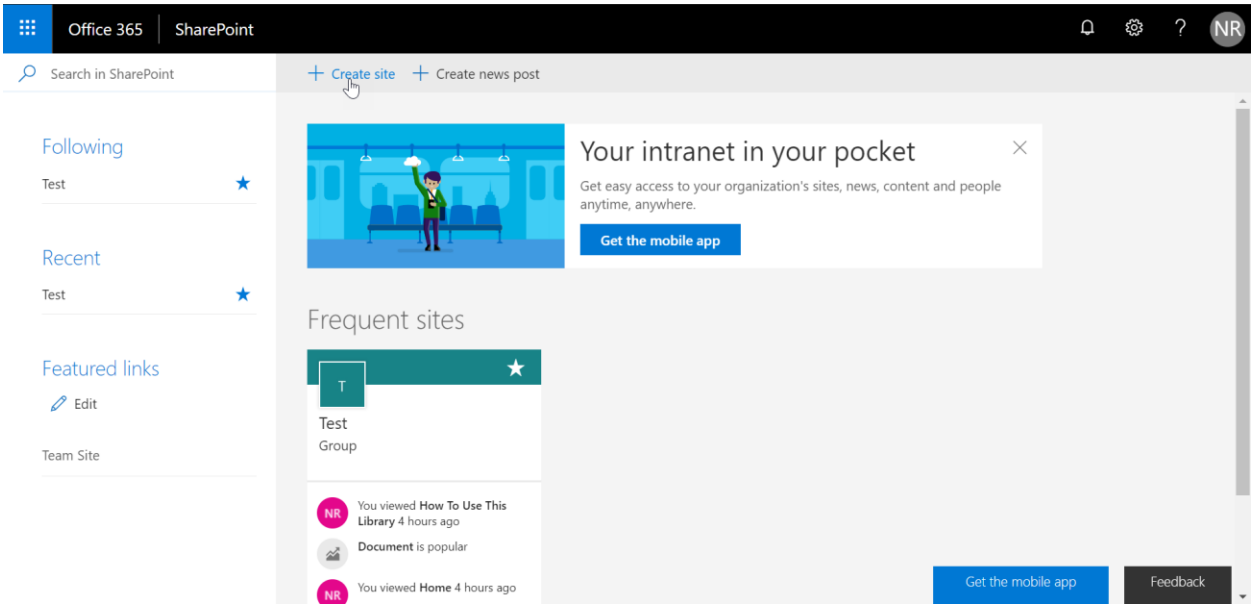
Option B: You create a new container and upload the File Share to that container. Your folder structure remains the same and this only requires one migration project in BitTitan. If you want to go with this option, just click on the **+Container** button at the top of the toolbar



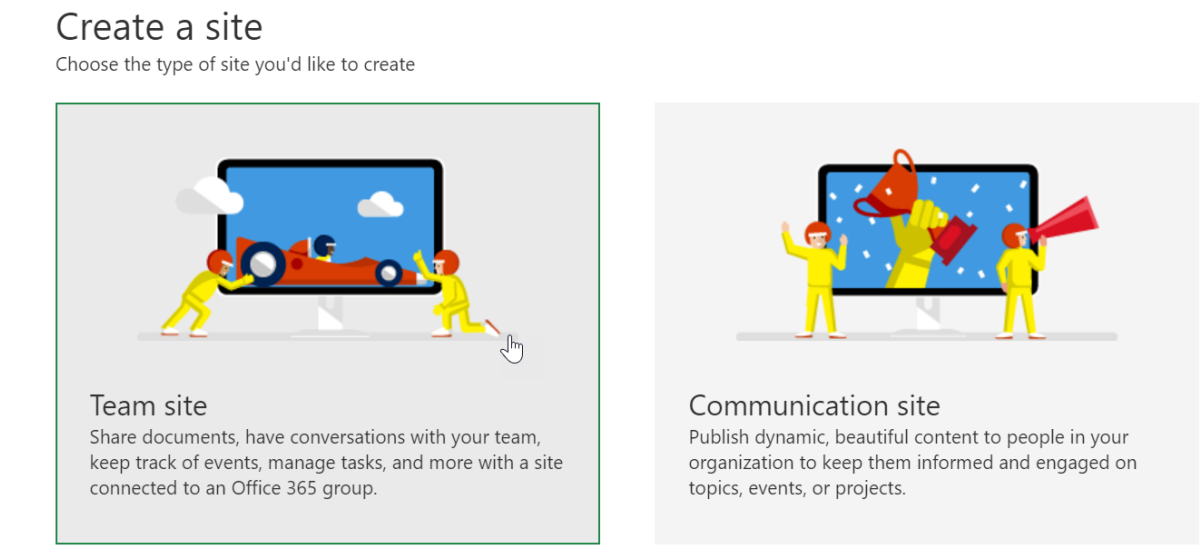


Prep Work Phase 2: Prepare SharePoint

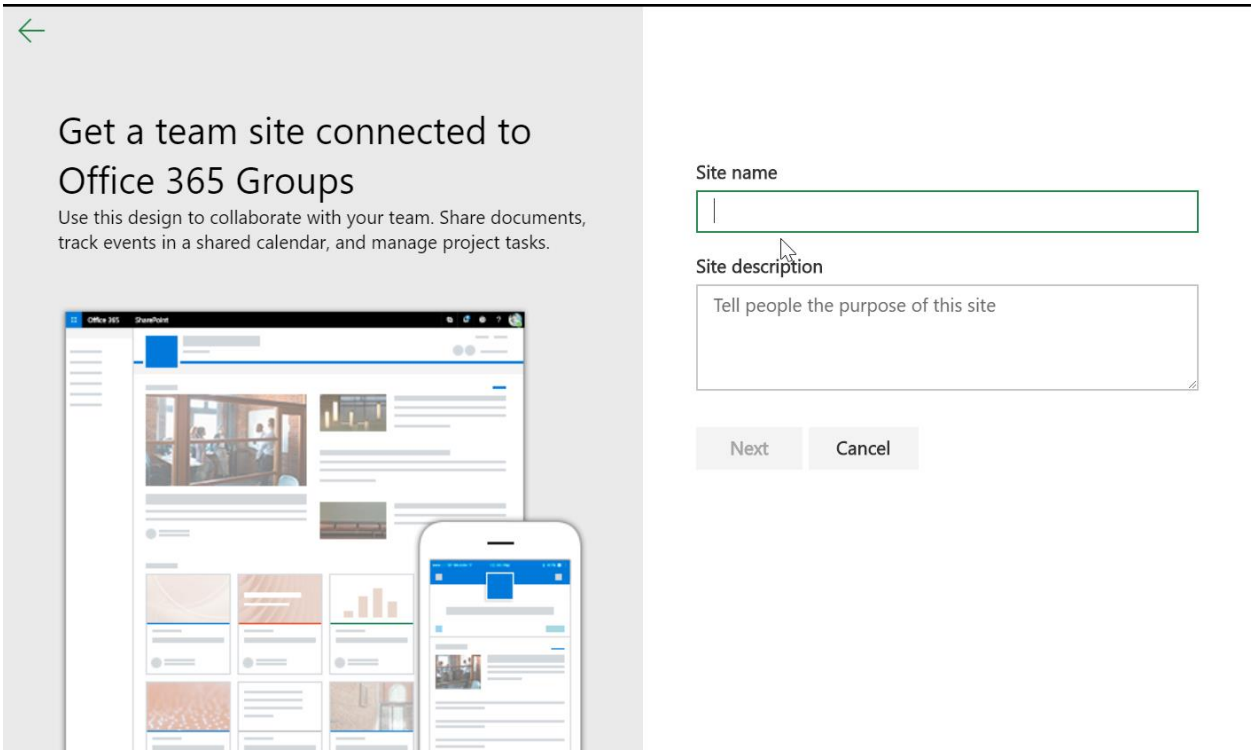
1. Login to SharePoint as administrator and create a new Sharepoint Site



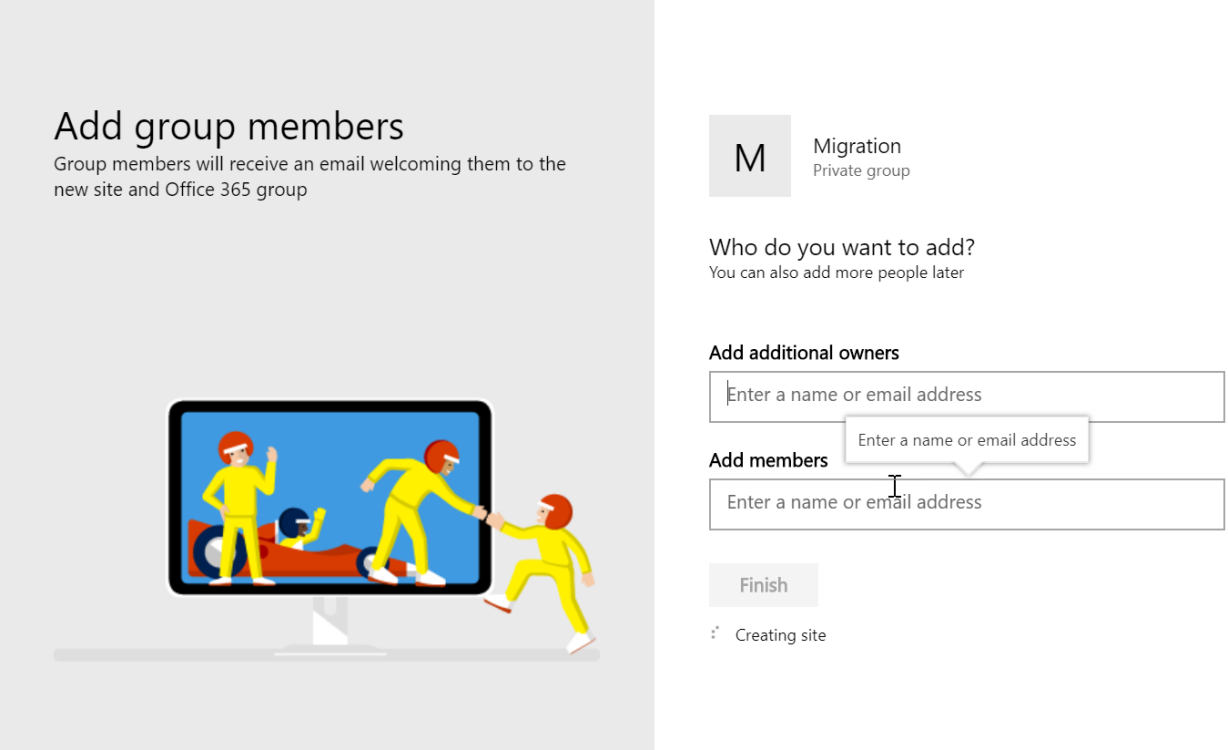
2. Choose Team Site



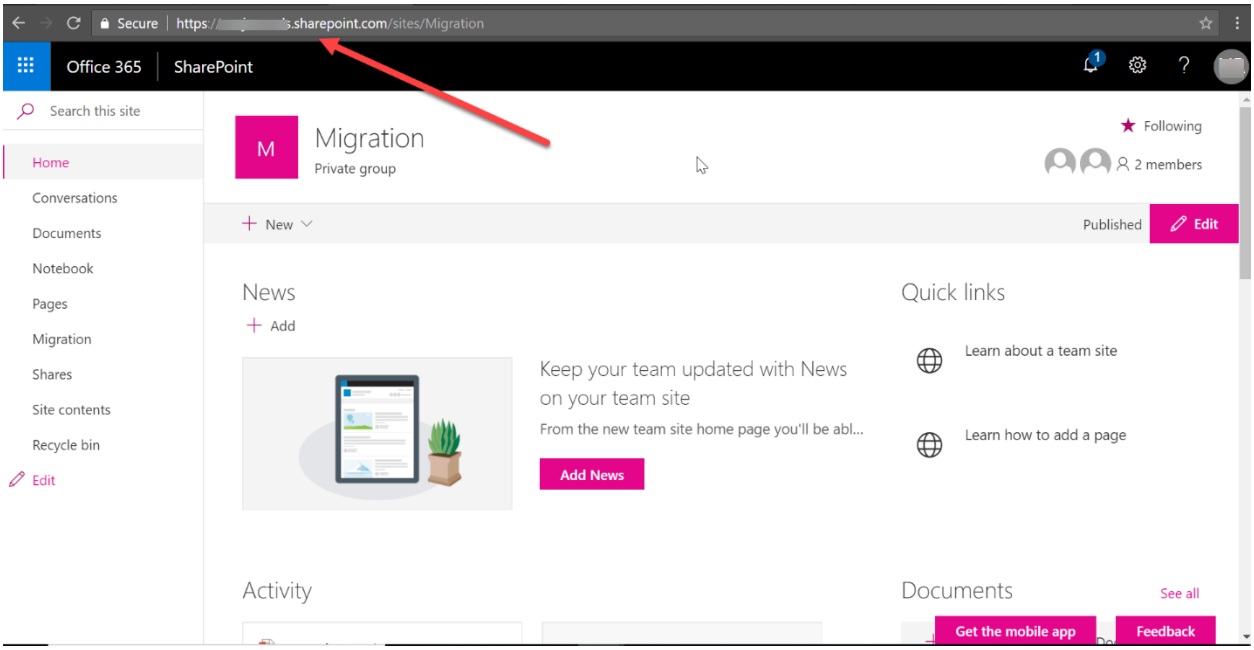
3. Give the site a name



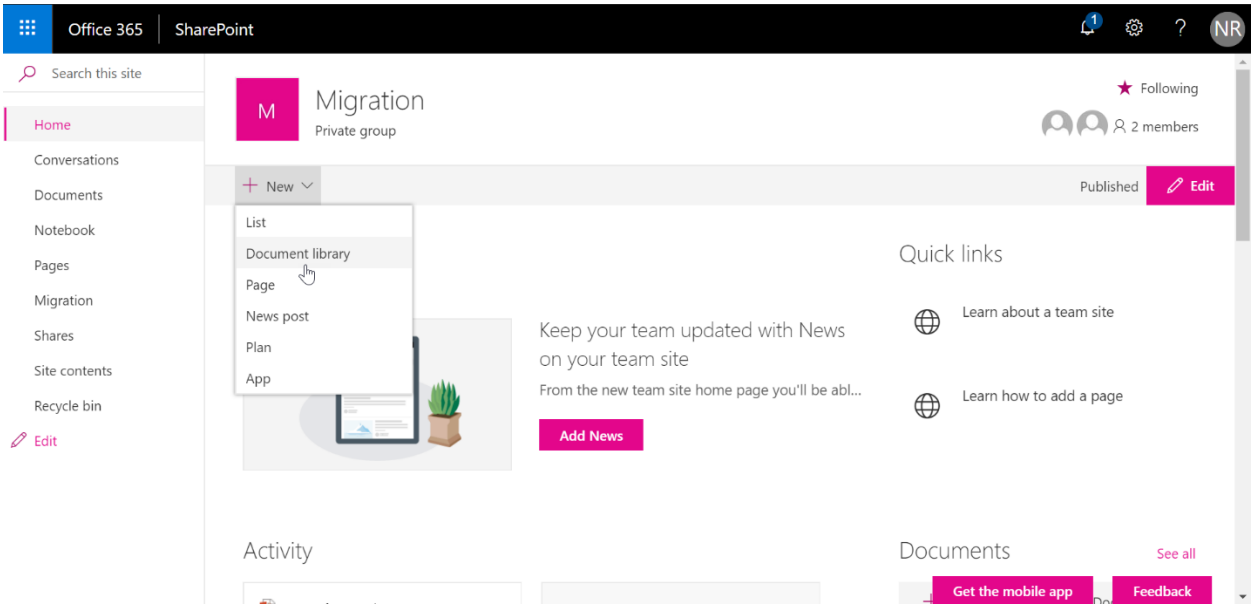
4. Add Additional Owners/Members and click **Finish**



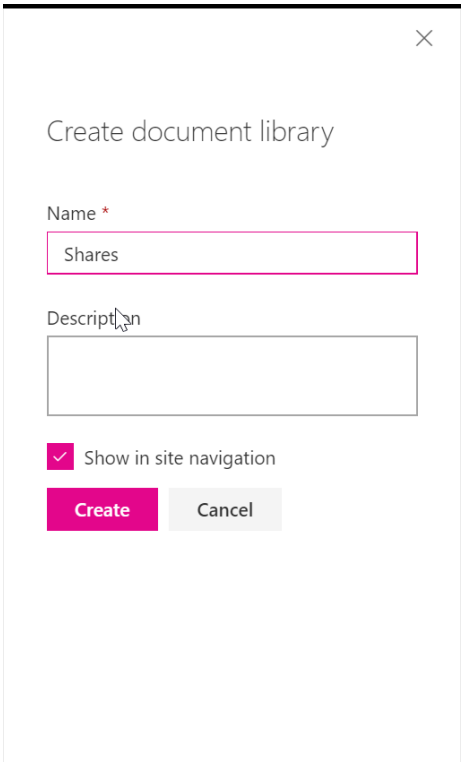
5. Once the site is created, take note of the URL of the root level of the site. We will need this for the BitTitan project



6. Next click **+New** and then select **Document Library**

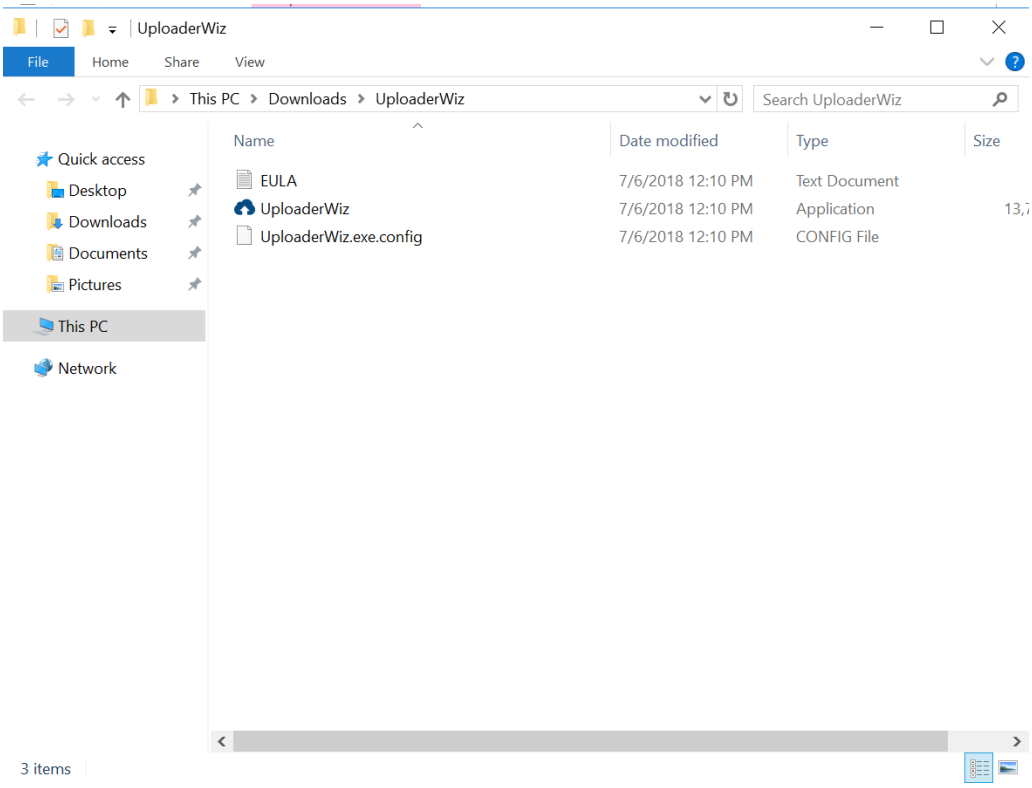


7. Add a name for the document library and take note of this name. You will need it for the BitTitan project

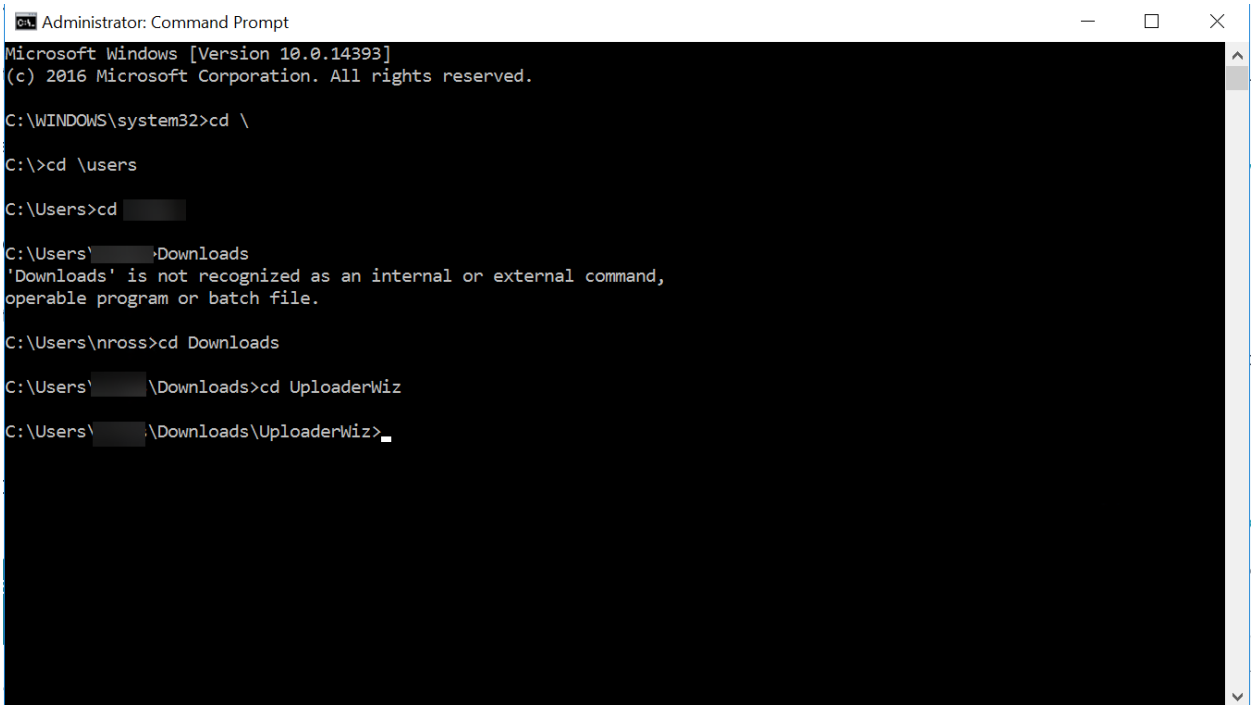


Migration Phase 1: Upload File Share to Azure

1. Login to local DC or wherever the File Share is located.
2. Take note of root path in which the files are stored. Example: “C:\”
3. Download and extract all files for the UploaderWiz utility using [this link]



4. Open a CommandPrompt and cd to this location on the computer:



5. Here is where we have the option to run 1 of 2 scripts, depending on which option you want to go with as detailed in step 14 of the “Prep Work Phase 1” section.

Option A:

```
#Creating Different Containers for each folder#

UploaderWiz -accesskey "xxxxxxxx" -secretkey "xxxxxxxxxxxxxxxxxxxxxxx" -type
azureblobs -rootpath "xxxxxxxx" -homedrive true
```

```
UploaderWiz -accesskey migrationwizzz -secretkey t0Lt7AxqhJy43ECo8oiQfEZ3SfL7GHv764t8AnsRl0cfkY9Q2ybgWk8P0WyiOW5OsbSpaIXIuIl/XsP+SZF5pQ== -type azureblobs
-rootpath C:\shares -homedrive true
```

This would be my script based on what I have showed you so far.

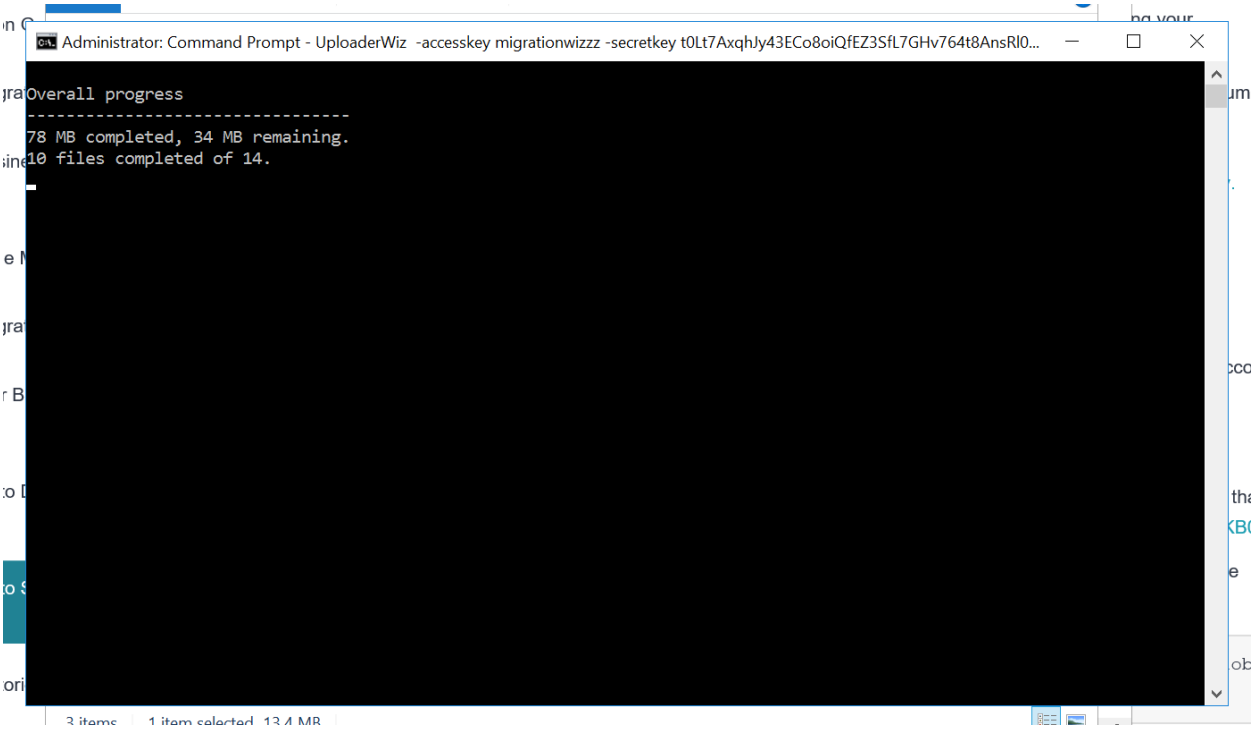
Option B:

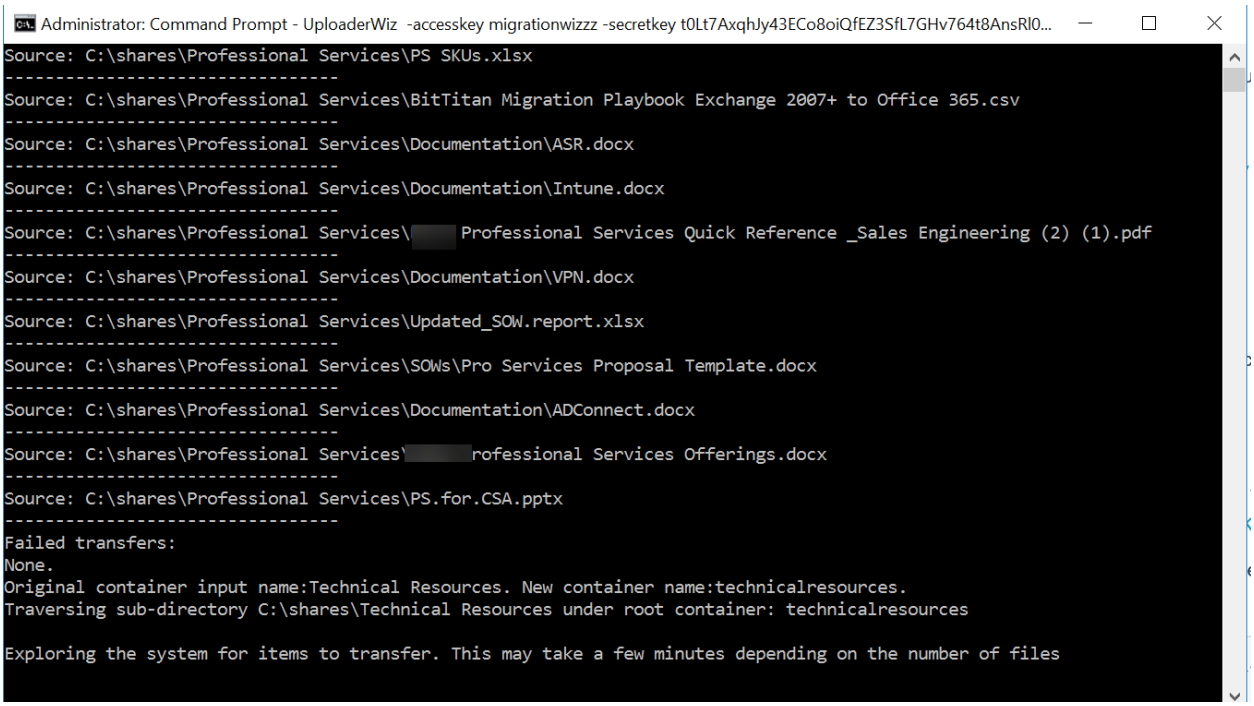
```
#One Container for my File Share#

UploaderWiz -accesskey "xxxxxxxx" -secretkey "xxxxxxxxxxxxxxxxxxxxxxx" -type
azureblobs -rootpath "xxxxxxxx" -container "containername"
```

```
UploaderWiz -accesskey migrationwizzz -secretkey t0Lt7AxqhJy43ECo8oiQfEZ3SfL7GHv764t8AnsRl0cfkY9Q2ybgWk8P0WyiOW5OsbSpaIXIuIl/XsP+SZF5pQ== -type azureblobs
-rootpath C:\shares -container shares
```

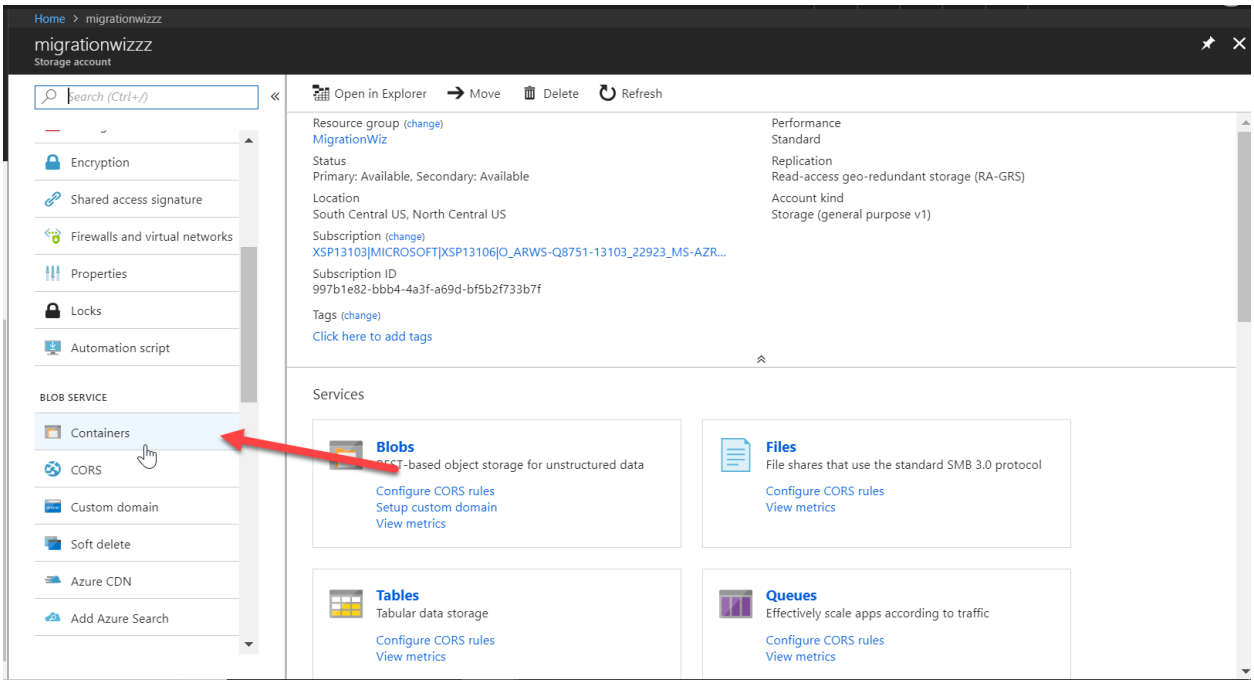
6. One you click enter the script will begin running and give you a status of how much is moving:

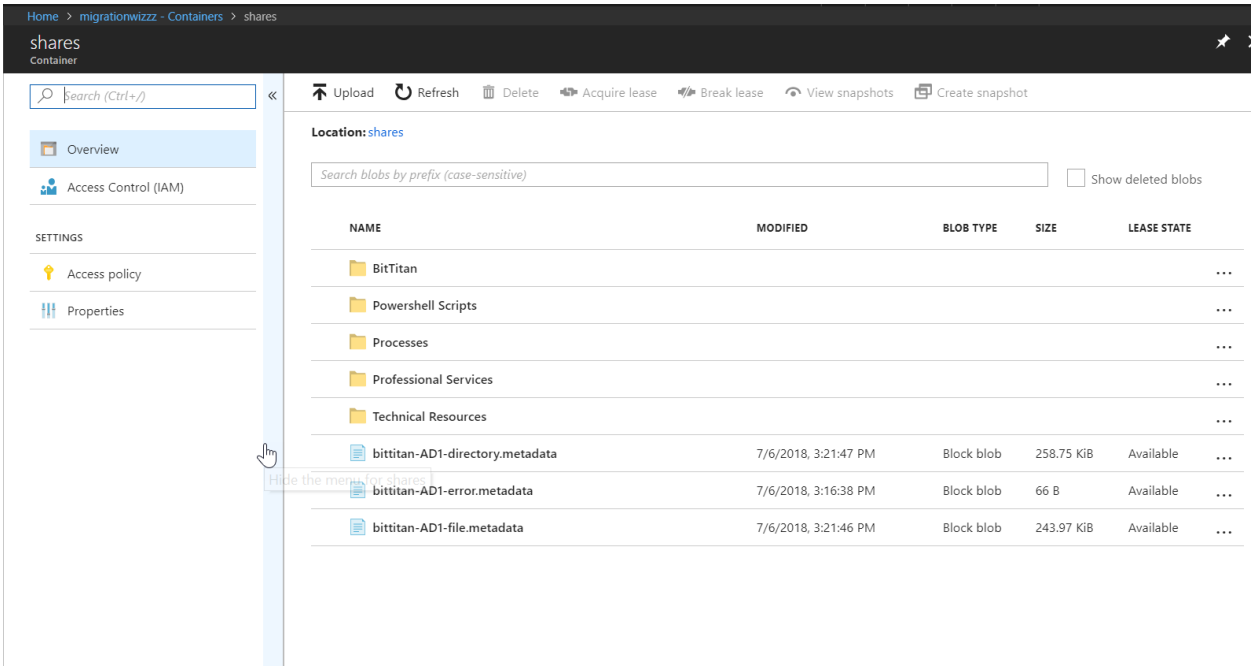


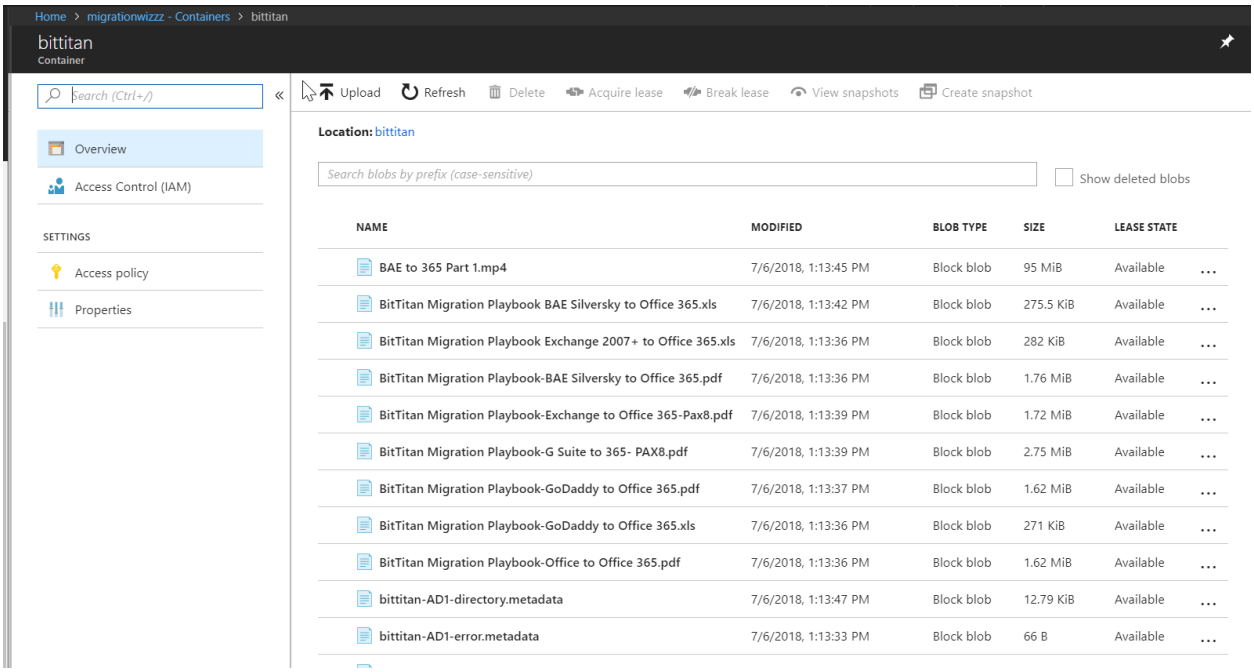


Note It will tell you if there are any failed transfers

7. Once this is done, you can go back to the Azure Portal>Storage Account>Blob Services>Containers to verify that the share uploaded correctly




Home > migrationwizzz - Containers > shares
shares
Container
Search (Ctrl+/)
Overview
Access Control (IAM)
SETTINGS
Access policy
Properties
Upload
Refresh
Delete
Acquire lease
Break lease
View snapshots
Create snapshot
Location: shares
Search blobs by prefix (case-sensitive)
Show deleted blobs
NAME
MODIFIED
BLOB TYPE
SIZE
LEASE STATE
BitTitan
Powershell Scripts
Processes
Professional Services
Technical Resources
bittitan-AD1-directory.metadata 7/6/2018, 3:21:47 PM Block blob 258.75 KiB Available
bittitan-AD1-error.metadata 7/6/2018, 3:16:38 PM Block blob 66 B Available
bittitan-AD1-file.metadata 7/6/2018, 3:21:46 PM Block blob 243.97 KiB Available


Home > migrationwizzz - Containers > bittitan
bittitan
Container
Search (Ctrl+/)
Overview
Access Control (IAM)
SETTINGS
Access policy
Properties
Upload
Refresh
Delete
Acquire lease
Break lease
View snapshots
Create snapshot
Location: bittitan
Search blobs by prefix (case-sensitive)
Show deleted blobs
NAME
MODIFIED
BLOB TYPE
SIZE
LEASE STATE
BAE to 365 Part 1.mp4 7/6/2018, 1:13:45 PM Block blob 95 MiB Available
BitTitan Migration Playbook BAE Silversky to Office 365.xls 7/6/2018, 1:13:42 PM Block blob 275.5 KiB Available
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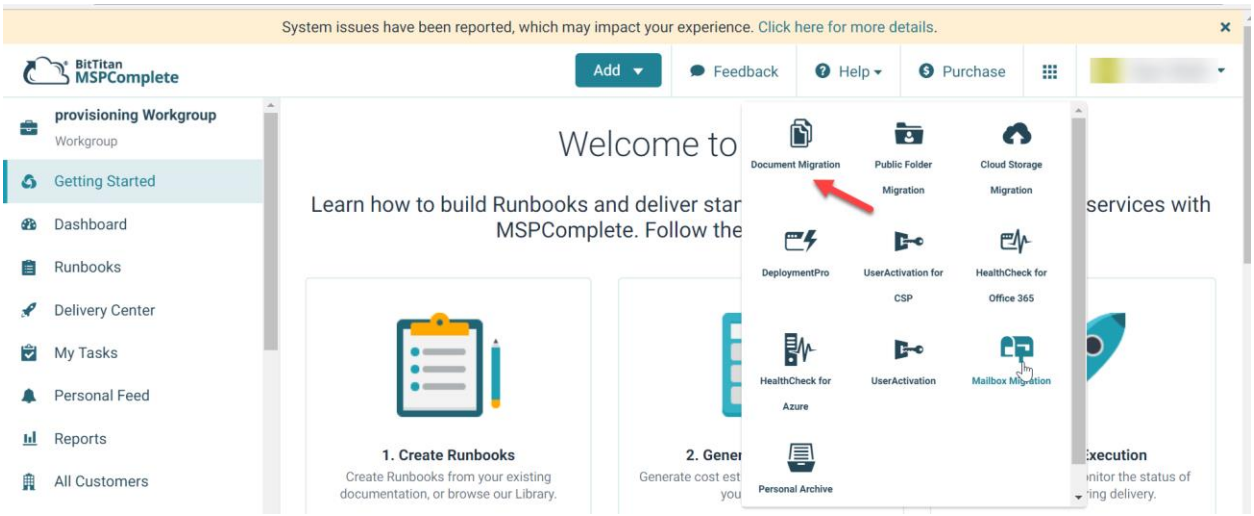
bittitan-AD1-directory.metadata 7/6/2018, 1:13:47 PM Block blob 12.79 KiB Available
bittitan-AD1-error.metadata 7/6/2018, 1:13:33 PM Block blob 66 B Available

Migration Phase 2: Prepare BitTitan

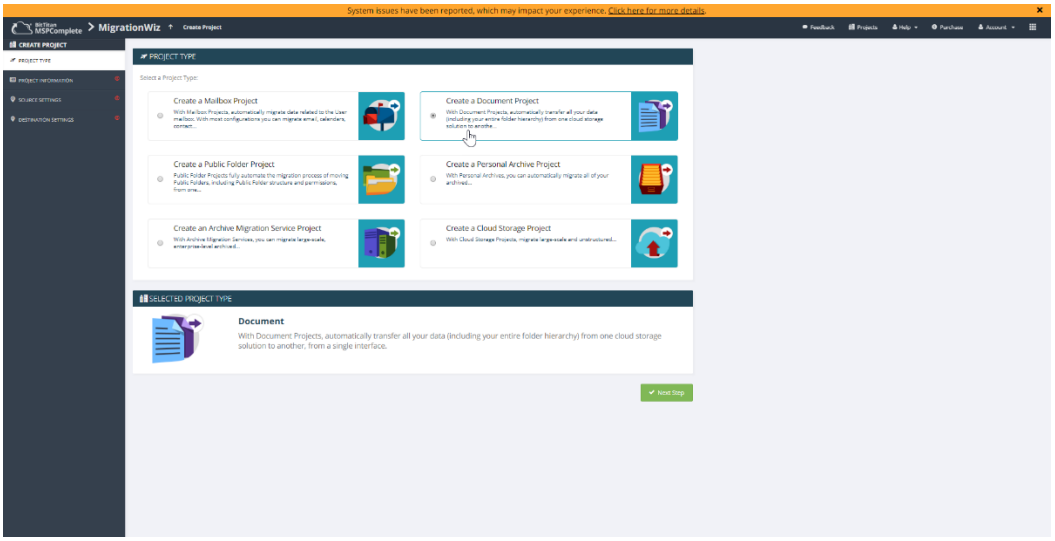
Now we are ready to create a BitTitan Project

1. Sign in to BitTitan.com or register for an account here if you don't already have one

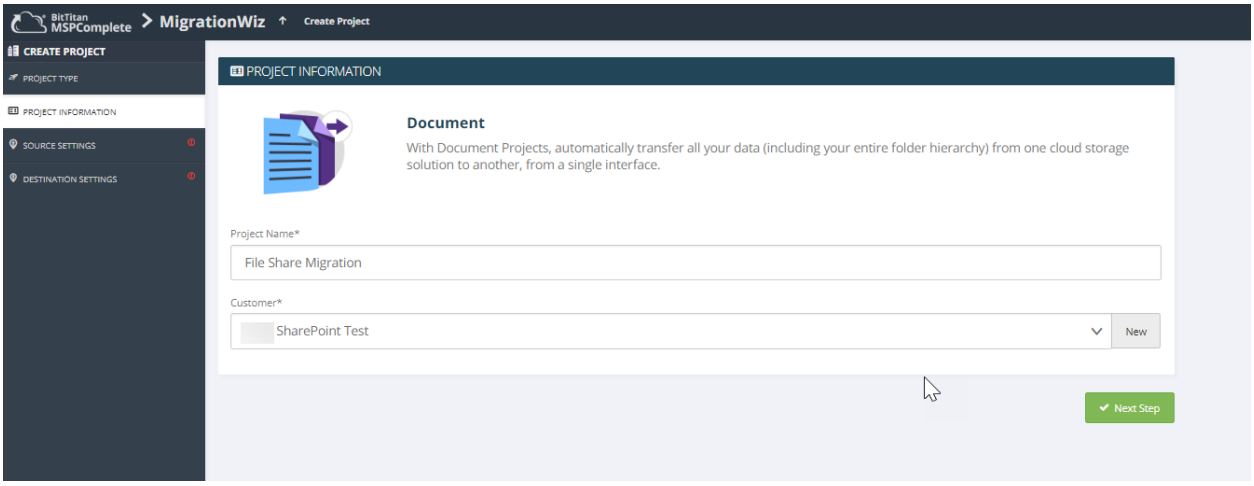
2. Click on the waffle icon in the top left corner and select **Document Migration**



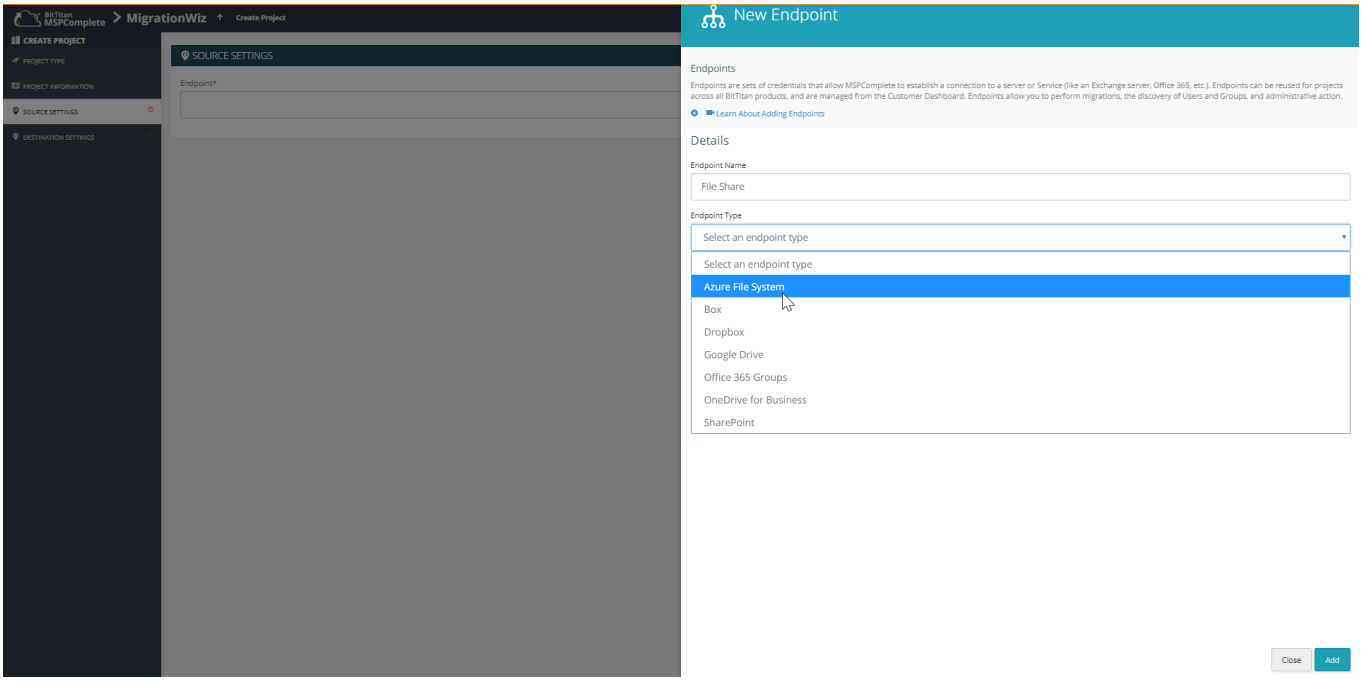
3. Click **Create Project** then select **Create a Document Project** and click Next Step



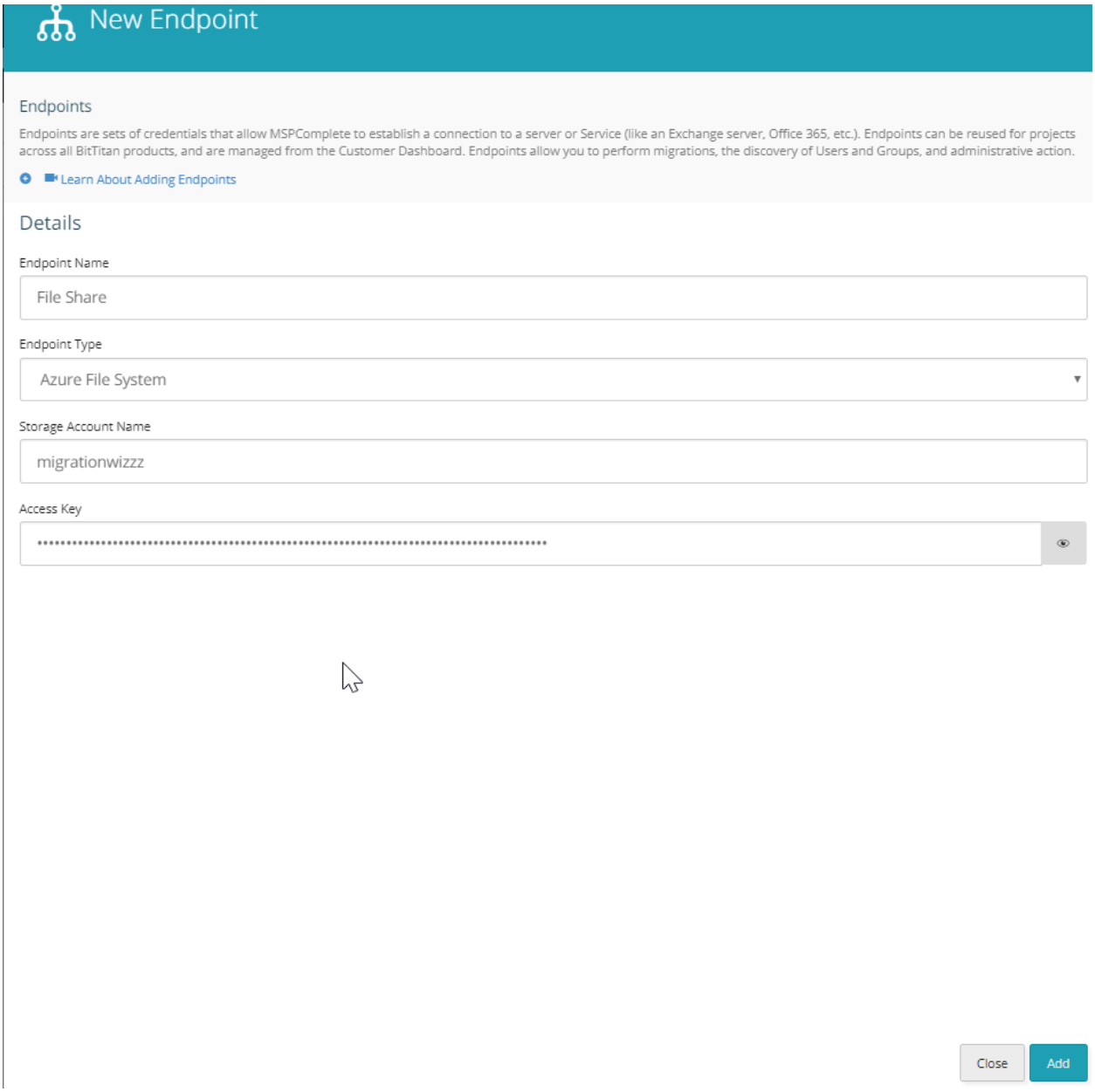
4. Name the Project and click new to create a new customer, then click Next Step



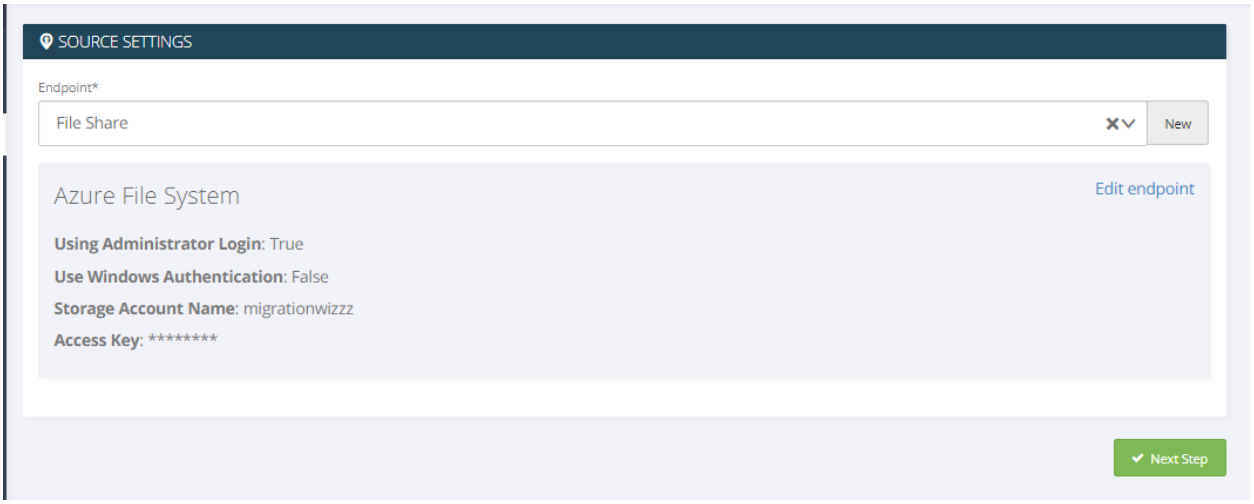
5. On the Source Settings, click new to add a new endpoint. Name the endpoint and from the dropdown select **Azure File System**



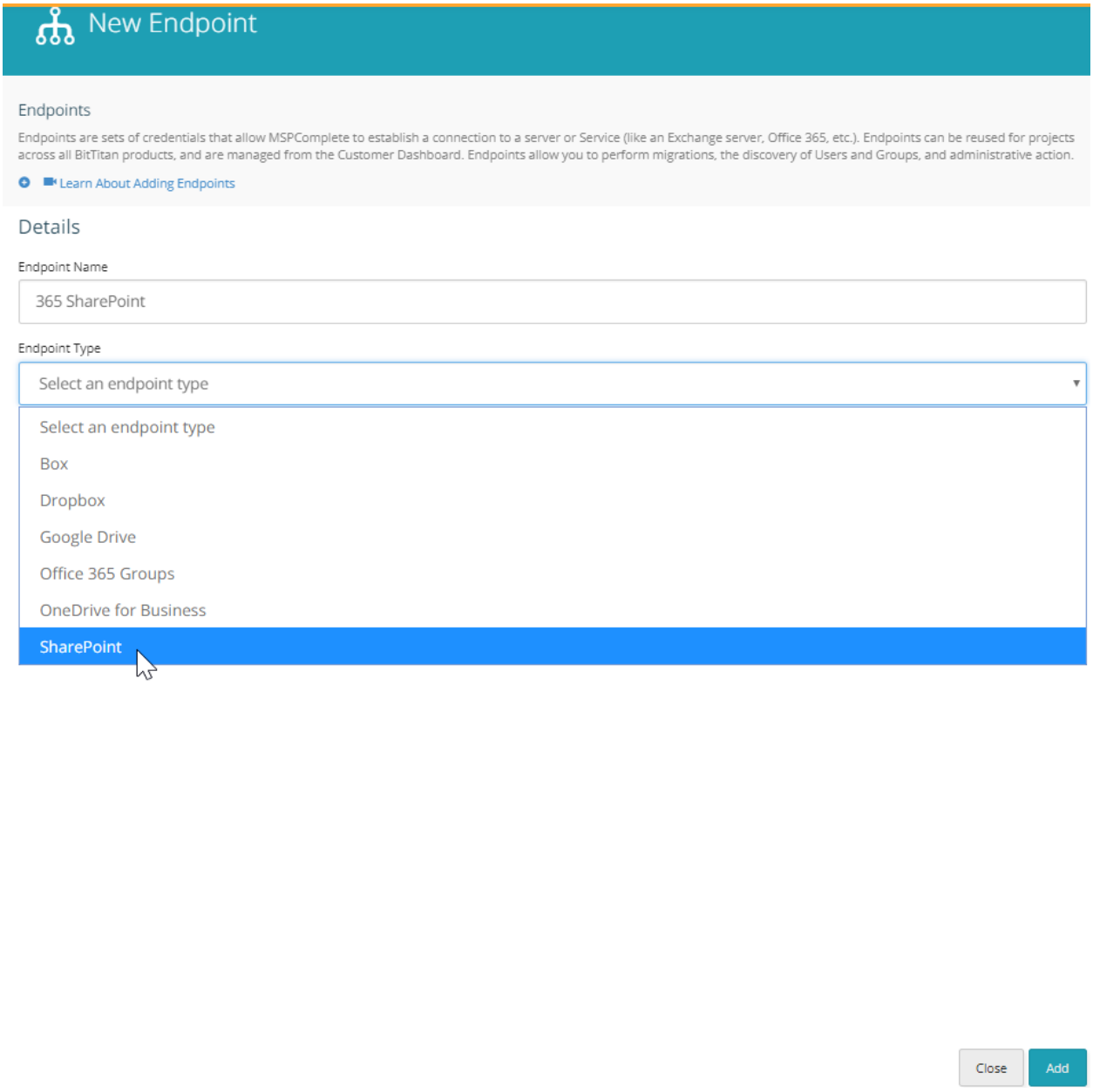
6. Grab your Storage Account Name and Access key we noted in step 12 of Prep Work Phase 1. After you have filled out the fields, click Add



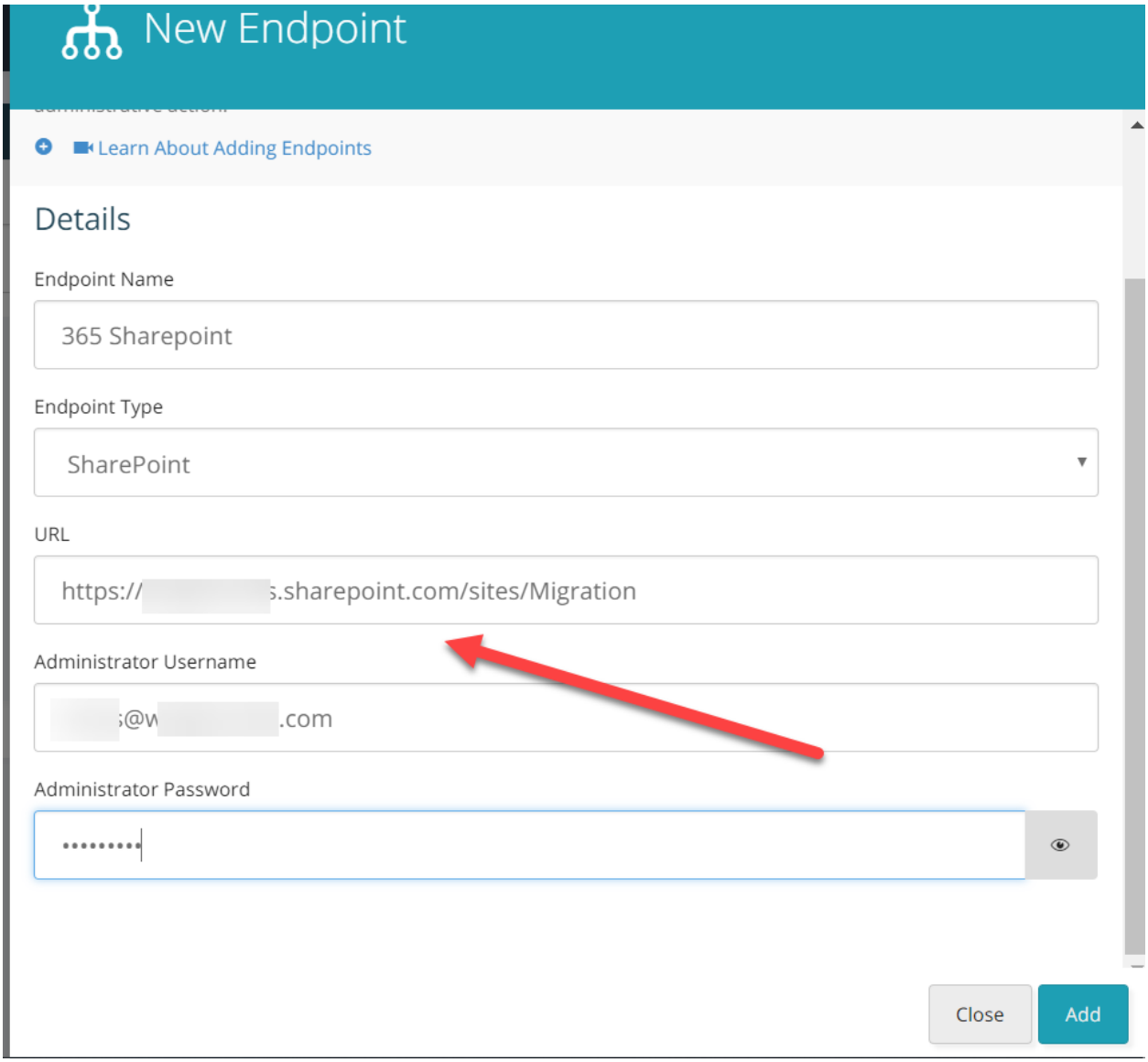
7. This will give you a summary, click Next Step



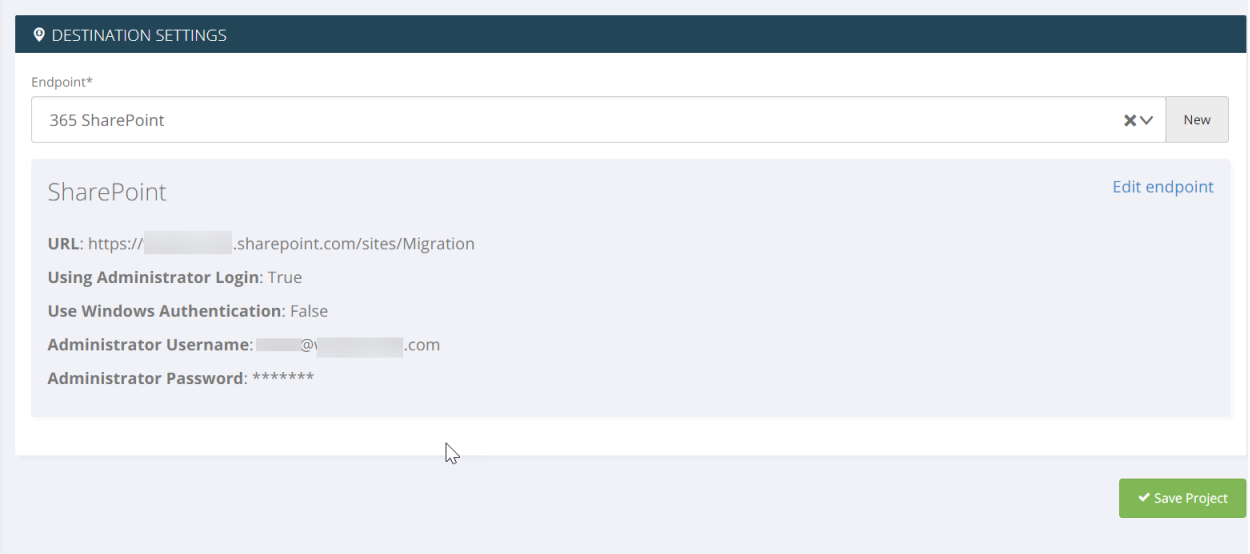
8. Click new for the destination settings, give the endpoint a name and select **SharePoint** from the dropdown



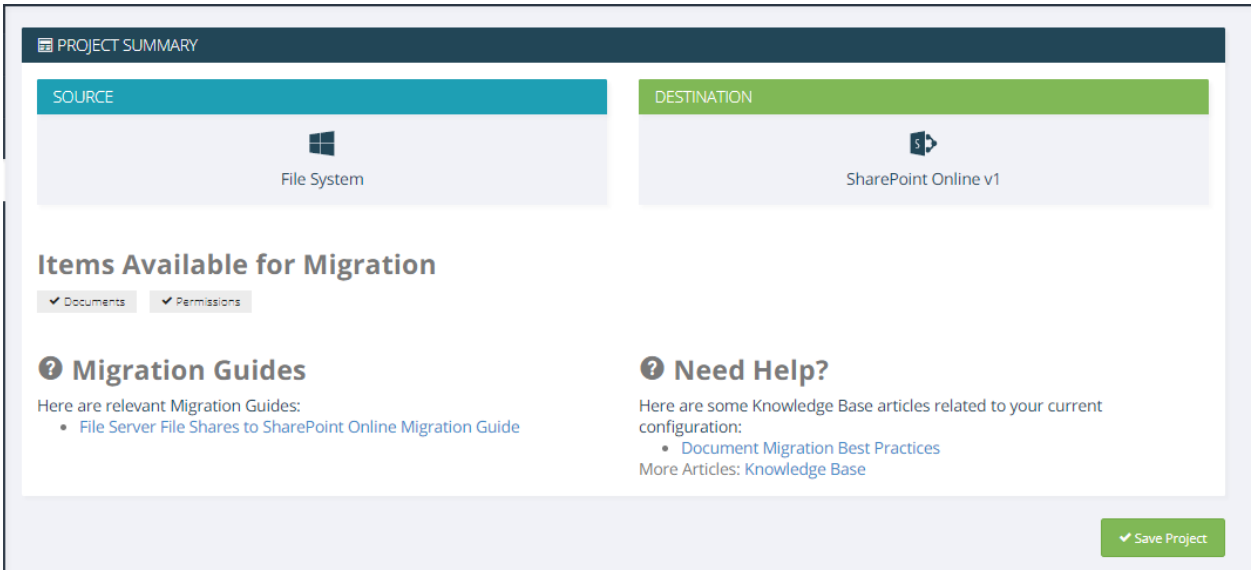
9. Add the root level URL of the SharePoint site we created and took note of in step 5 of Prep Work Phase 2. Then add the 365 administrator creds you used to set up the SharePoint site



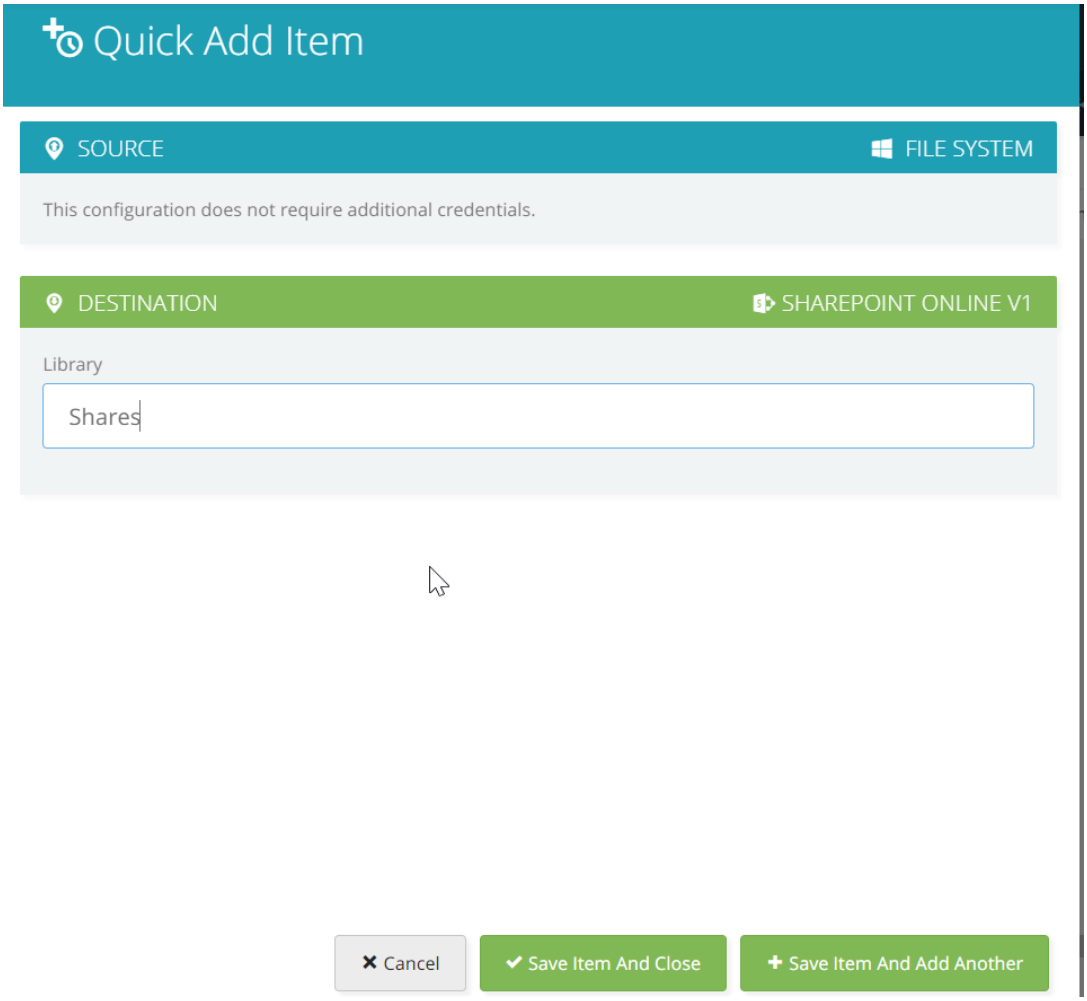
10. This will give you a summary of the endpoint, click Save Project



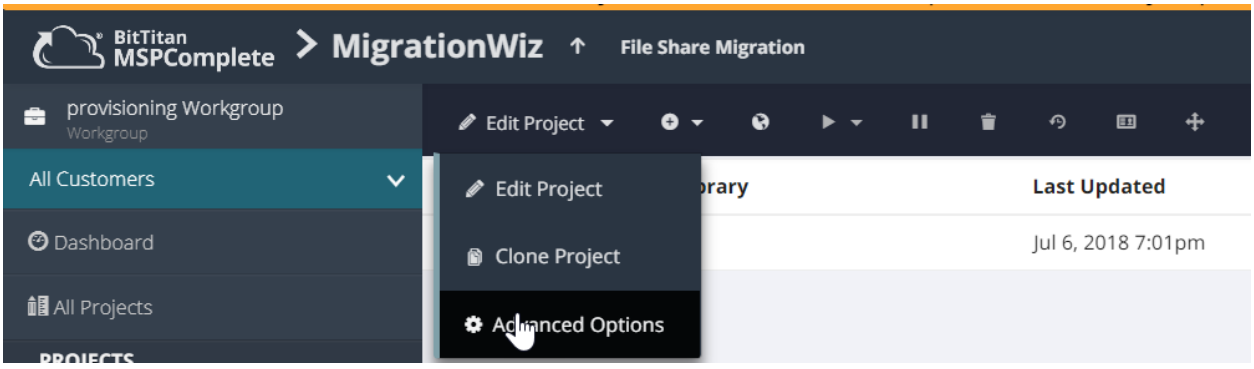
11. Next you will see a summary of the entire project Click Save Project



12. Here we can click Quick Add to add our Document library. *Note* this is the actual name I gave my document library when I created it in Sharepoint. If you are only adding one library. Click Save Item and Close

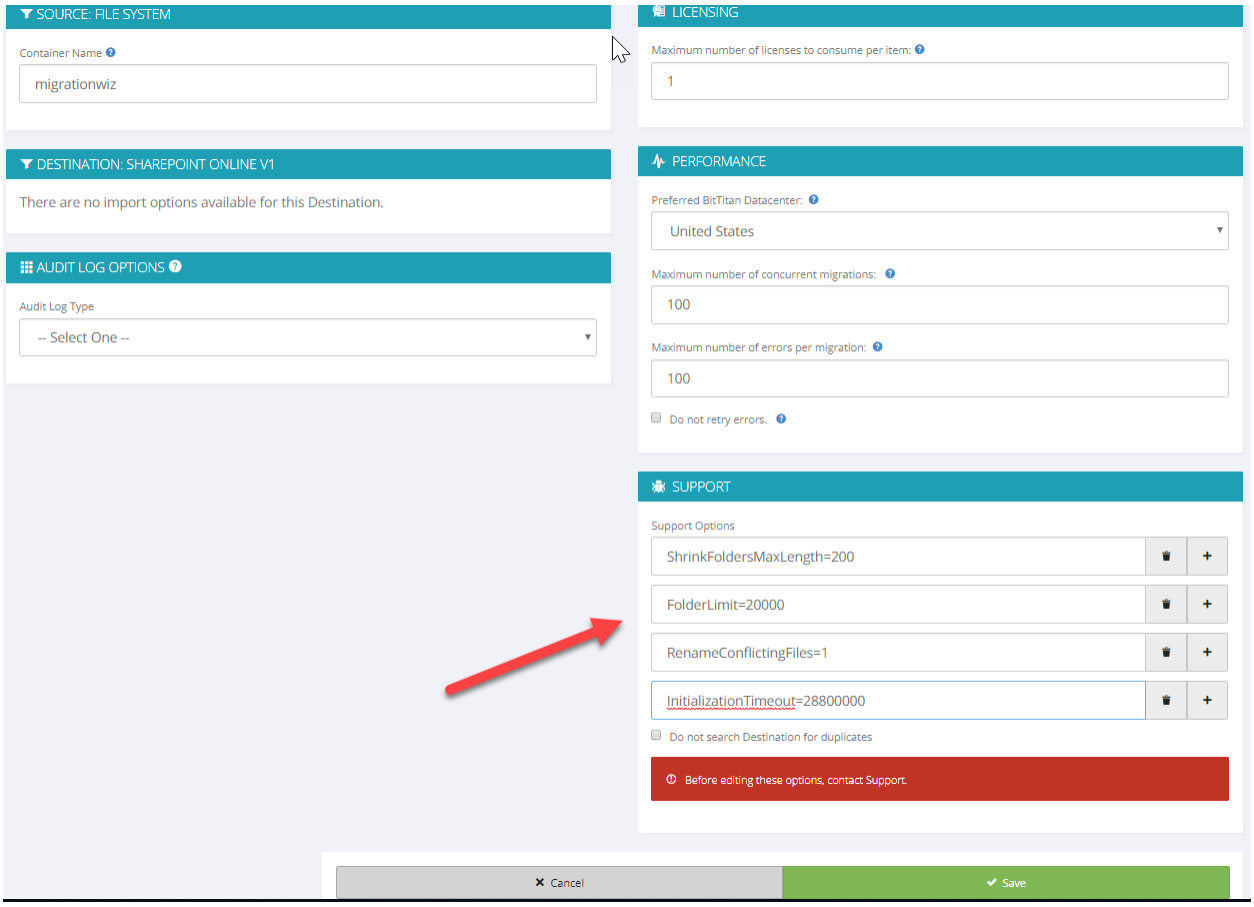


13. Next we will want to go to **Edit>Advanced Options**

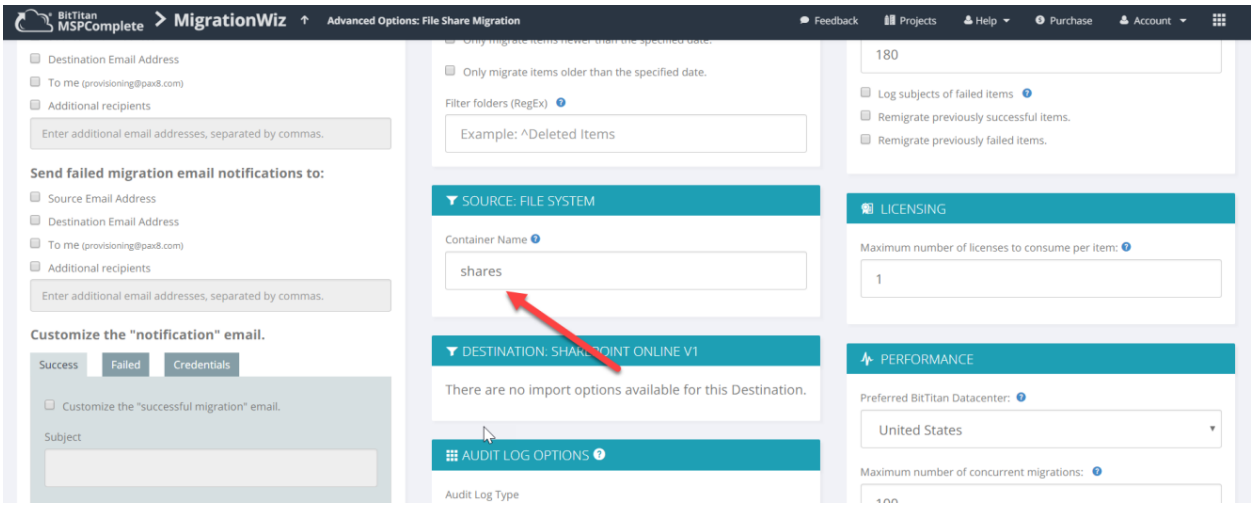


14. In the “Support Section” Copy and paste the following:

- ShrinkFoldersMaxLength=200
- FolderLimit=20000
- RenameConflictingFiles=1
- InitializationTimeout=28800000

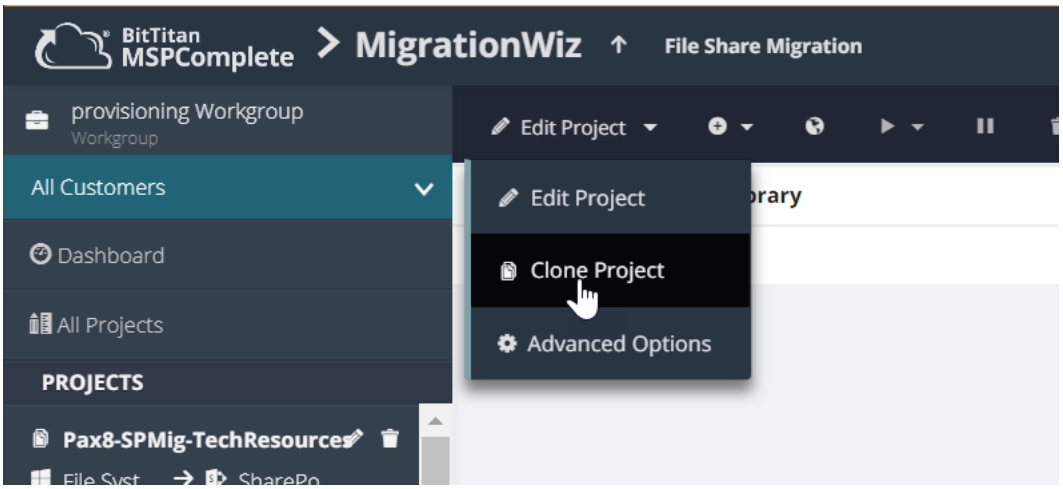


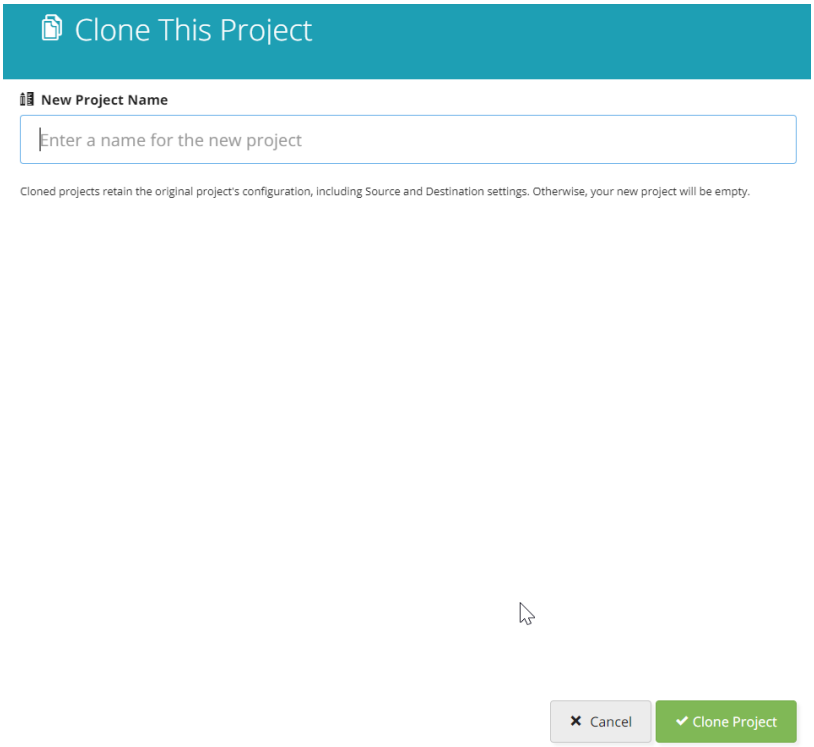
15. In the “Source File System” section, type in the name of your container in Azure, then click save

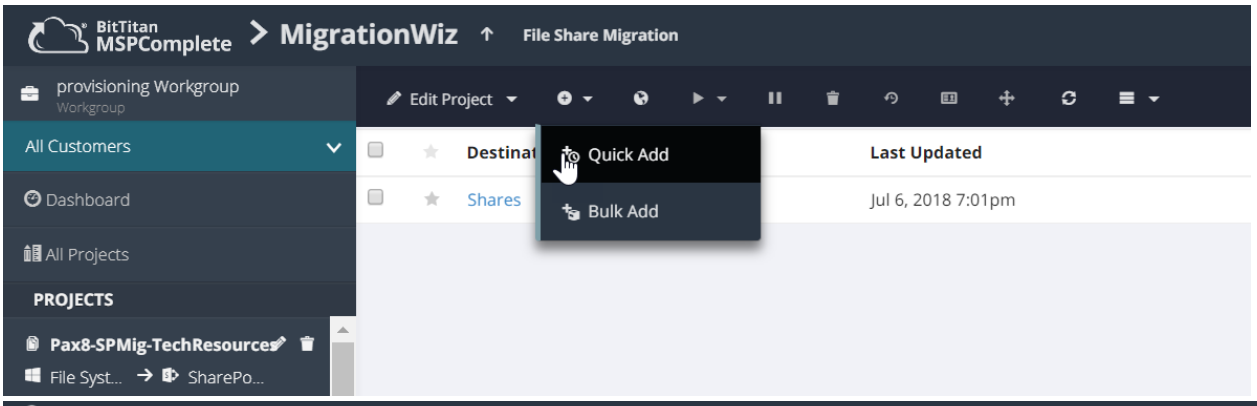


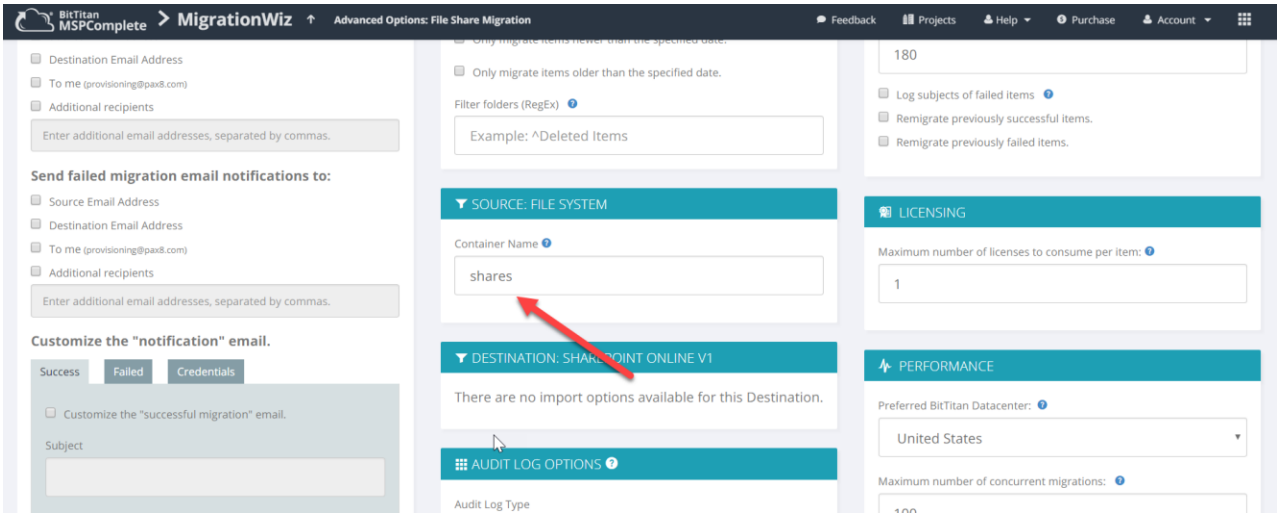
NOTE if you are migrating multiple file shares this is now the time to start cloning your project.

- If you have different document libraries for each file share then you will need to add them
- You will need to change the Source file system value in the Advanced Option section for each cloned project/document library

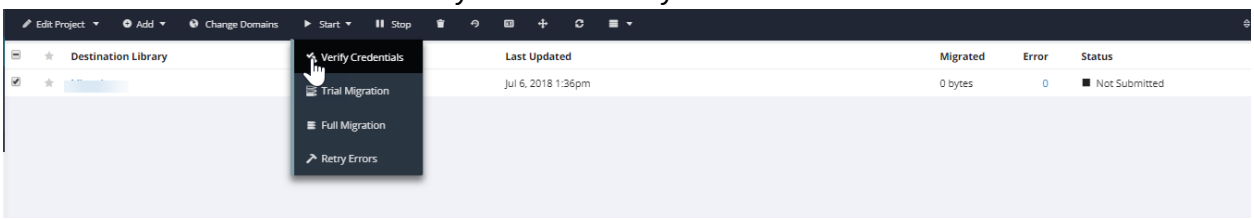



Clone This Project
New Project Name
Enter a name for the new project
Cloned projects retain the original project's configuration, including Source and Destination settings. Otherwise, your new project will be empty.
Cancel
Clone Project

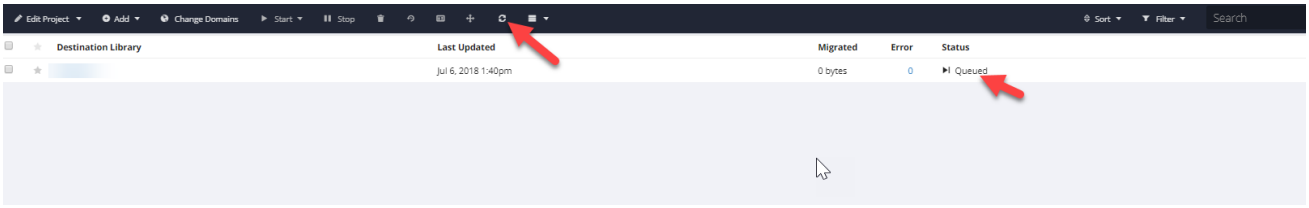

BitTitan MSPComplete
MigrationWiz
File Share Migration
provisioning Workgroup
Workgroup
Edit Project
All Customers
Dashboard
All Projects
PROJECTS
Pax8-SPMig-TechResources
File Syst...
SharePo...
Destinat
Quick Add
Bulk Add
Shares
Last Updated
Jul 6, 2018 7:01pm


BitTitan MSPComplete
MigrationWiz
Advanced Options: File Share Migration
Feedback
Projects
Help
Purchase
Account
Destination Email Address
To me (provisioning@pax8.com)
Additional recipients
Enter additional email addresses, separated by commas.
Send failed migration email notifications to:
Source Email Address
Destination Email Address
To me (provisioning@pax8.com)
Additional recipients
Enter additional email addresses, separated by commas.
Customize the "notification" email.
Success
Failed
Credentials
Customize the "successful migration" email.
Subject
Only migrate items older than the specified date.
Filter folders (RegEx)
Example: ^Deleted Items
SOURCE: FILE SYSTEM
Container Name
shares
DESTINATION: SHAREPOINT ONLINE V1
There are no import options available for this Destination.
AUDIT LOG OPTIONS
Audit Log Type
180
Log subjects of failed items
Remigrate previously successful items.
Remigrate previously failed items.
LICENSING
Maximum number of licenses to consume per item:
1
PERFORMANCE
Preferred BitTitan Datacenter:
United States
Maximum number of concurrent migrations:

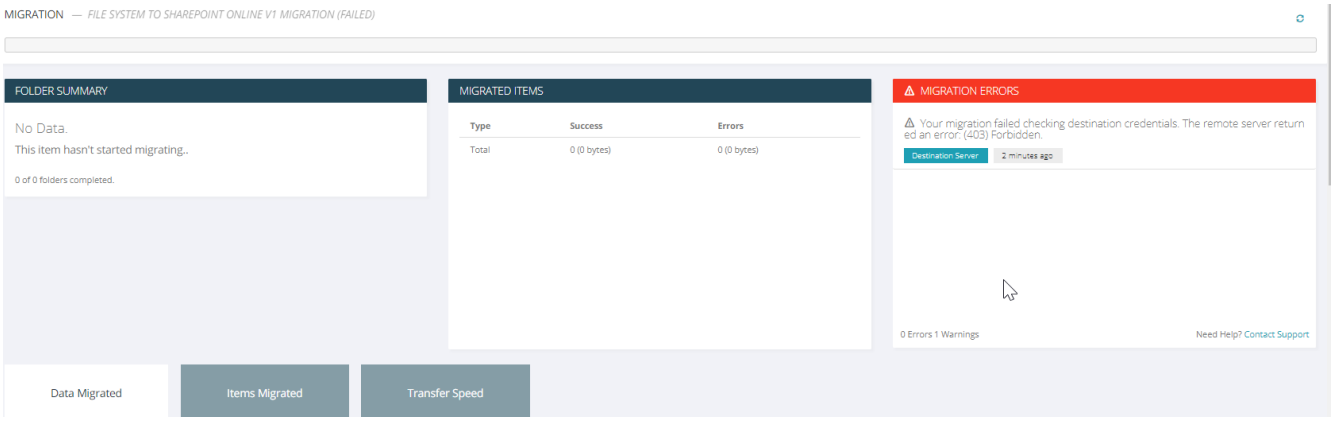
16. Select the Document Library and click Verify Credentials

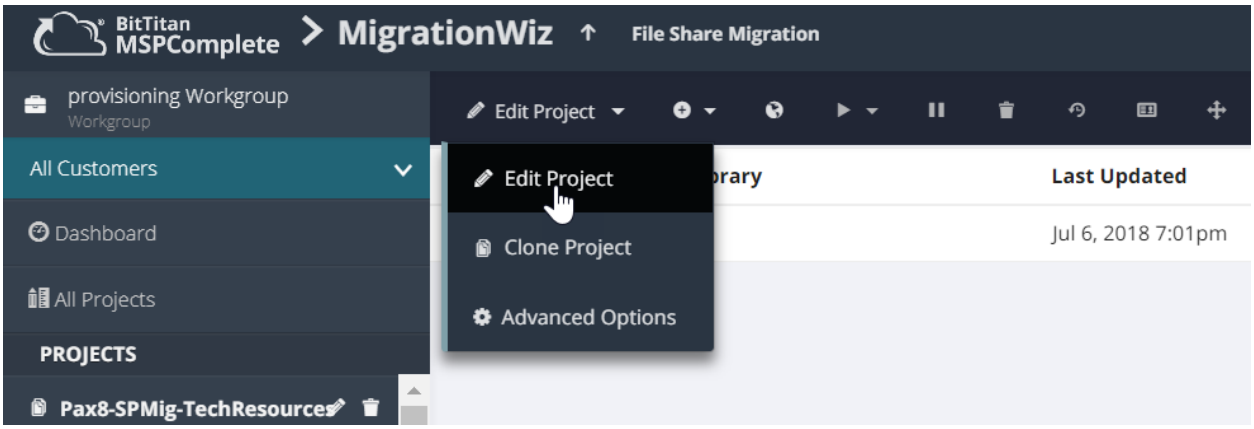


17. The “Status” column will go into Submitted, then Queued, the failed/Completed. You can click on the refresh button on the tool bar to refresh the status

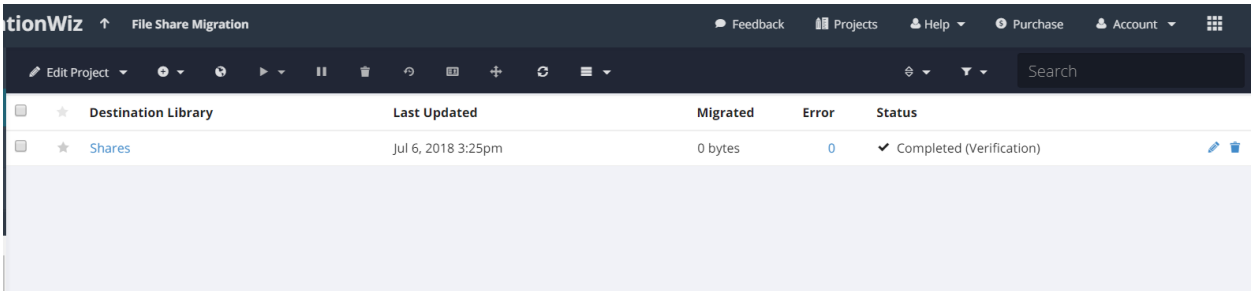


18. If your status goes into Failed then you can click on the message to see why the error occurred. Typically, you either have the wrong URL at the destination or the wrong credentials for the admin user. You can go to Edit Project to modify your project settings



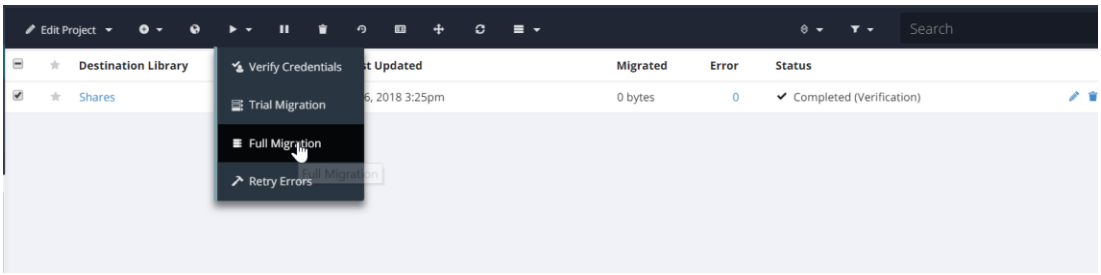


19. You will get a completed verification message once this is successful

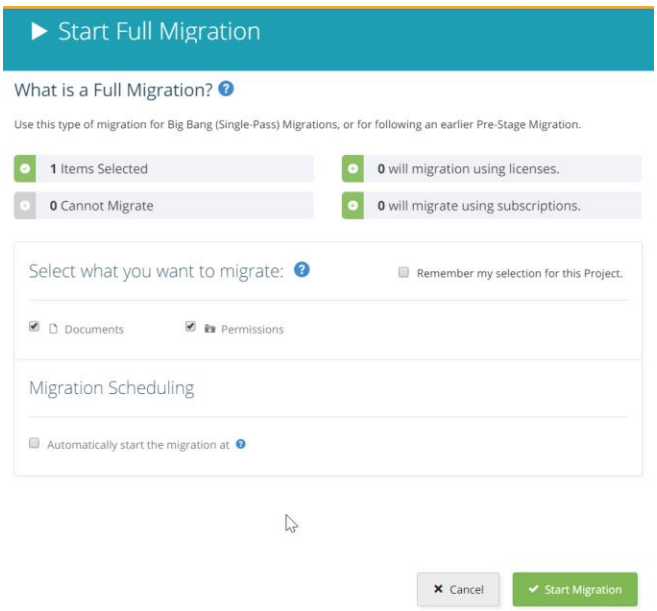


Migration Phase 3: Data Move

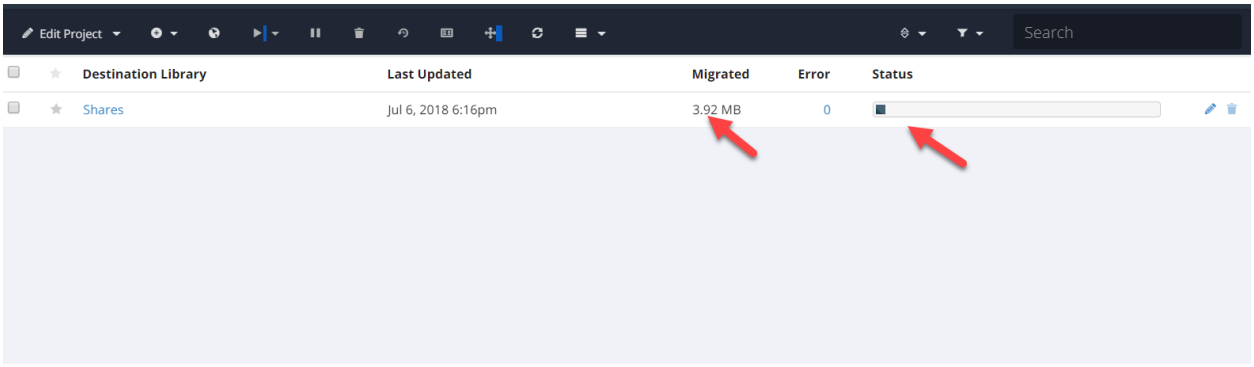
1. We can now select our document library and select Full Migration



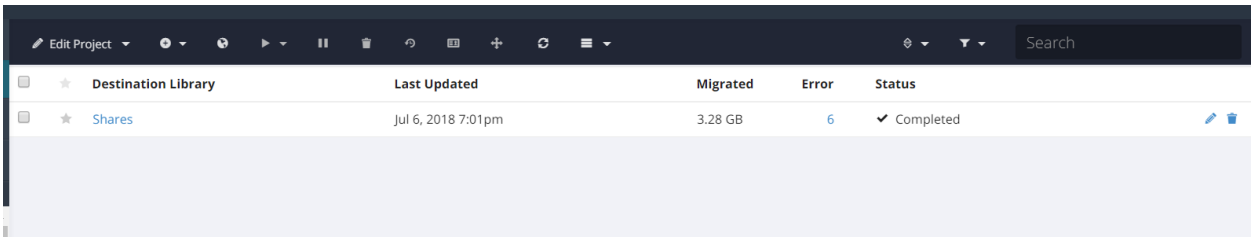
2. Click Start Migration



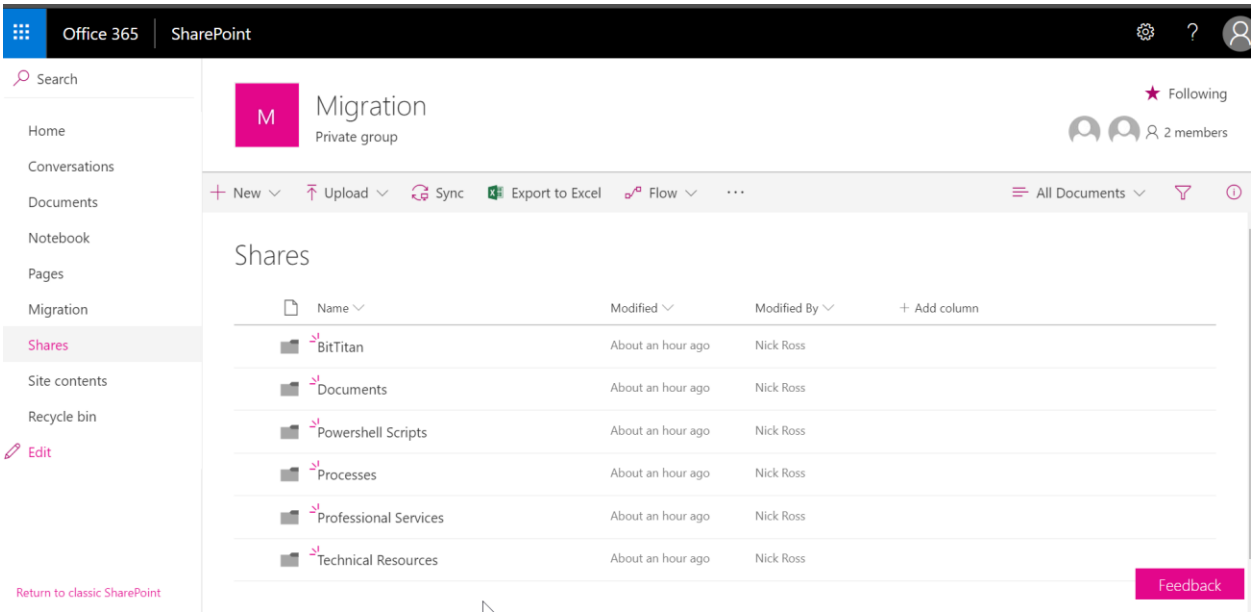
3. We will see a status bar and how much data has moved over as the migration is going



4. Once the data move is complete, we will get a completed status



5. We can then go into our SharePoint document library and verify that the data has been moved



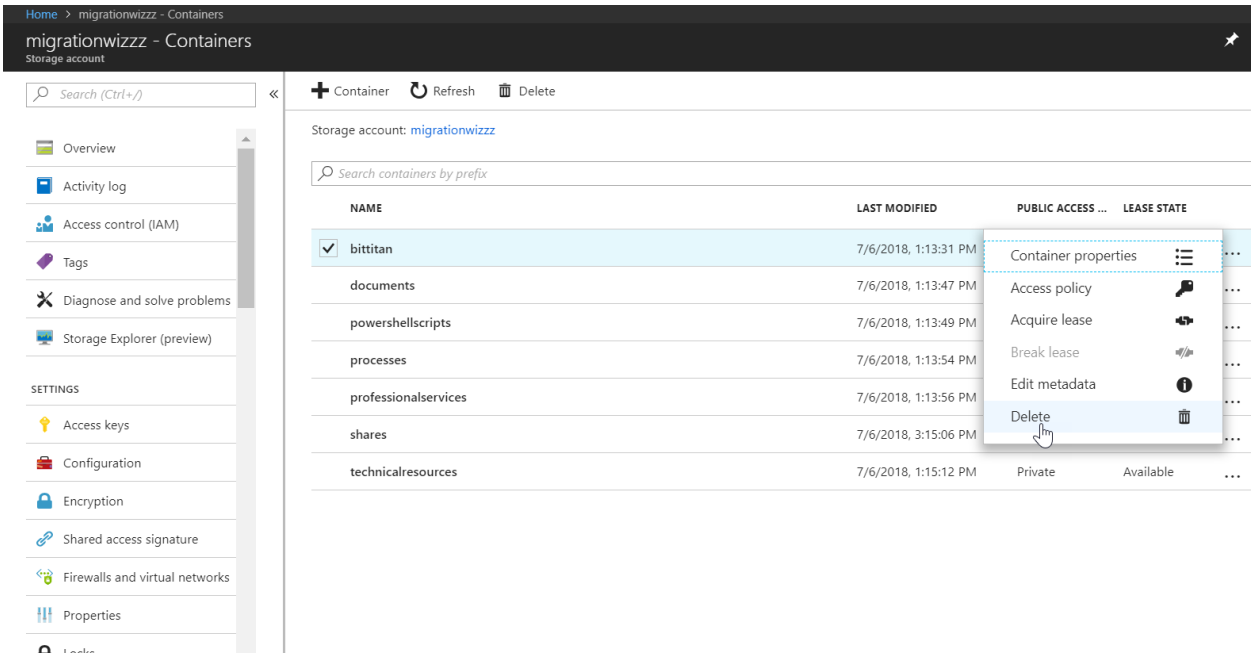
6. Perform these steps for each cloned project

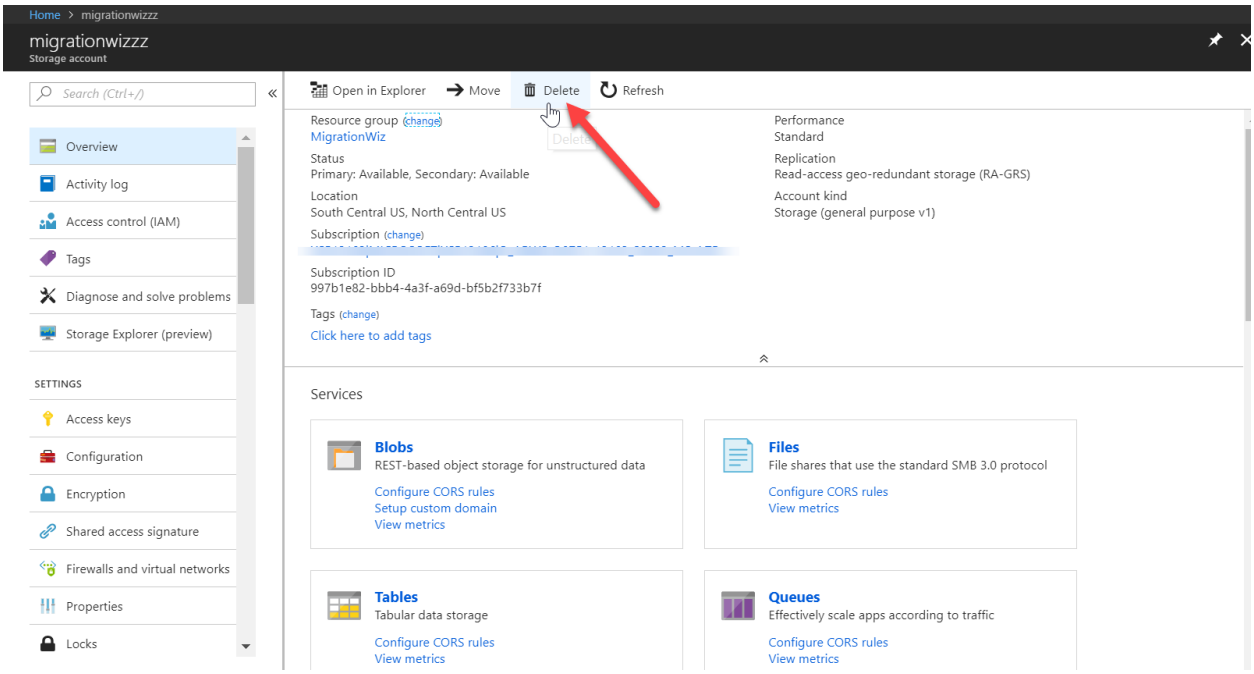
Post Migration Clean Up

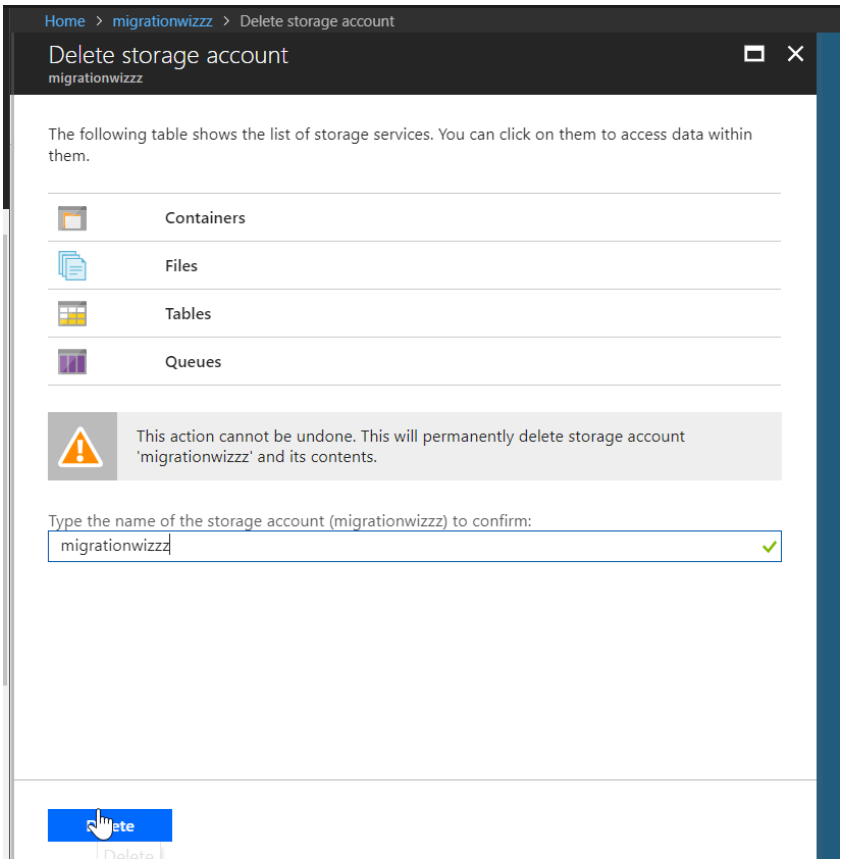
1. Verify that all data has been moved over and is in the correct structure in SharePoint

NOTE After this has been verified we want to Delete all the Azure blob containers that were created during the upload to Azure.

2. Log Back into the Azure Portal and go back to your Storage Account. We can delete containers individually or just delete then entire Storage account itself







3. Decommission the local File Server if applicable