

# Google migration to MS 365



# Why this change?

- Google unilaterally updated their terms and conditions, moving to a fee-based storage model instead of their prior offering of free and unlimited storage for educational institutions
- In addition to this adding cost, maintaining a Google environment has meant maintaining and supporting two simultaneous communication and collaboration platforms
- With this project, we're moving to a unified experience for faculty, staff, and students
  - Now all community members can collaborate within one platform
  - Students will gain experience w/ applications potentially used by future employers

# Who will be impacted?

Active Students	<ul style="list-style-type: none"><li>• Data will be migrated to Outlook and OneDrive</li><li>• Emails will be directed to Outlook, not Gmail</li></ul>
Faculty and Staff (that opted-in)	<ul style="list-style-type: none"><li>• Data will be migrated to OneDrive or SharePoint</li></ul>

# OneDrive and SharePoint

## OneDrive



- Individual storage
- Connected to user account
- When individual separates from UConn their manager-of-record can request access to data

## SharePoint



- Departmental storage
- Documents remain even after owner account is deleted

# OneDrive and SharePoint

Both services offer:

- Version history
- Full encryption in transit and at rest
- Two stages of Recycling Bin
- Audit logging
- Sharing outside of UConn



# What will and will not migrate?

## Will Migrate:

- Calendar
- Contacts
- Tasks
- Drive
- Forms\*
- Structure/Organization

## Will **Not** Migrate:

- Drawings
- Sites
- Photos
- Maps
- Files larger than 15 GB
- Sharing/Permissions

*Other options are available to preserve these files.*

<https://kb.uconn.edu/space/IKB/26434535425/File+Migration%3A+What+will+and+what+won't+migrate>

# Google Drive Migration

- Data can be migrated to your OneDrive (personal data) or a SharePoint site (departmental data)
- Permissions will **not** be migrated
- Files will **ONLY** migrate if owned by an active UConn user
  - Files "Shared with me" owned by an alumnus? Transfer ownership or make a copy to your Drive

# Issues to be aware of

- Shared files must be re-shared after migration
- Hyperlinks to other migrated documents will not be automatically rewritten
  - Hyperlinks within documents will continue to work
  - Hyperlinks to external resources (e.g., web sites) will continue to work
- Files over 15 GB in size will not be moved automatically
- File paths must be fewer than 400 characters

# When is this happening?

Fall 2023:

Early adopters  
migrate  
(ongoing)

January 2024: New  
student accounts  
on Microsoft 365



December 2023:  
Storage limits set  
for students

Spring 2024:  
Migrate staff  
data

Summer 2024:  
Final Migration  
(students and  
faculty)

# What can I do now?

- Clean up your data:
  - Delete what you don't need
  - Take ownership of what you do need
  - Move personal data to a personal account
- Interested in migrating drive data early?
  - Contact ITS (Information in next slide)



# For More Information

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