

# MIGRATION

## A READINESS WORKSHOP FOR MICROSOFT OFFICE 365 AND SHAREPOINT

Empower yourself with the fundamentals for planning, managing, and running a successful migration.

### KEY OBJECTIVES

SharePoint and Office 365 migration projects are well known for being complex and resource intensive. In this customized workshop our experts will guide you through developing your plan for managing people, processes, and technology to ensure a successful migration.



#### DISCOVERY

Identify your migration goals, challenges, and required resources to prepare for the migration.



#### ASSESSMENT

Define scope, information architecture, and prioritize content based on business criticality.



#### EXECUTION

Design a best-practice migration plan to meet your unique requirements and timetable.



### WHAT YOU GET:

One-on-one consultation with our migration experts, who will share best practices and practical guidance developed from helping thousands of customers migrate to SharePoint and Office 365.

- Pre-workshop survey and live discovery call to assess requirements, timeline, and resources
- Full-day interactive workshop facilitated by an AvePoint migration expert
- Framework for aligning information architecture, governance policies, and business needs
- Proven, five-step migration methodology and project management processes
- Inventory checklists for assessing your source environment and resources
- Recommendations and workarounds for overcoming potential migration obstacles
- Post-workshop best practice recommendations document for planning, deploying, and transitioning into your new environment



### SUGGESTED ATTENDEE ROLES:

- SharePoint Administrator
- Cloud Architect
- CIO
- IT Director
- Project Manager
- Project Sponsor

### How to Buy

Call (US): +1.201.793.1111  
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