ultima

Office 365 Tenant Migration Readiness

There are several reasons why a business may need to migrate from one Office 365 tenant to another, such as acquisition by a larger group, or an amalgamation of smaller organisations. These migrations come with a mindset to combine resource, effort and management; all while enhancing secure and efficient collaboration for your end users. A typical migration scenario should encompass all facets of your Office 365 environment, including business email, personal and shared documents, MDM (Mobile Device Management) controls and more - to ensure a seamless cutover, with as little input or learning required for end users as possible.

Microsoft do not offer a service for migrating from one tenancy to another and there are limited coexistence opportunities available. These migrations are challenging to get right and command several time-sensitive actions in order to maintain service continuity across both platforms (legacy and target). As a Microsoft Gold Cloud Productivity Partner, our consultants are able to conduct a tailored readiness assessment. Starting out by analysing your existing Office 365 environment, we are able to deliver a step-by-step migration plan, designed to help you move data and services from one tenancy to another with ease.

Scope

This assessment is designed for IT professionals who want to understand the requirements, caveats and processes behind migrating between Office 365 tenancies, in order to begin the process, backed by vendor best practice.

Engagement Approach

We adopt a simple, but effective, four stage process, allowing us to interrogate your existing Office 365 environment and deliver recommendations regarding tenancy migration. This structured engagement is delivered by a Microsoft Productivity consultant, who can provide forensic analysis of your estate and articulate findings to your business.

O365 Tenant Migration Readiness

Key Benefits

- Mitigate the risks of service interruption
- Understand and plan for compatibility challenges
- Ensure the user identity model can be maintained
- Identify potential issues with the end user experience
- Define steps required to deliver a successful migration
- Confidence to make changes to production systems

Prerequisites

- Schedule of engagement, outlining the scope
- Admin access to both the legacy and new tenancies
- Support at management and technical levels

Key Deliverables

- Tenant migration readiness assessment
- Roadmap for change, a prioritised list of next steps and costed remediation activities
- Option of on-going consultancy to remediate issues

Typical Duration	3 Days

Step 1 - Analyse

Our consultant will lead a planning call to agree the scope and objectives of the assessment, and further understand your current Office 365 implementation and migration requirements. Once completed, we will use various tools - including those from Microsoft - to analyse your environment. This consists of:

- Assess both the legacy and target Office 365 tenancies
- Ascertain the identity model currently in use
- Discover the MDM and MAM (Mobile Application Management) processes in place
- Record all message hygiene and mail routing / delivery mechanisms
- Identify all licenses and ensure these can be migrated

Microsoft Partner

Gold Datacenter
Gold Cloud Platform
Gold Cloud Productivity
Gold Identity and Access
Gold Devices and Deployment
Gold OEM
Gold Messaging
Gold Volume Licensing
Gold Communications
Gold Enterprise Mobility
Silver Software Asset Management

Step 2 - Review

Our consultant will conduct a workshop with your team to review the data captured, and use this information to identify the potential risks, issues and dependencies related to migrating from one Office 365 tenant to another. This will include helping to:

- Identify potential issues with the user experience, including access to services, credential and identity management
- Assess all facets of the Office 365 environment to ensure data or services aren't missed from the migration plan
- Determine the preparatory steps or remediation activities which need completing in advance of any potential migration
- Identify any design changes or feature implementations in order to best deliver Office 365

Step 3 - Define

We will articulate the findings of the assessment, detailing actions required to support the migration from Office 365. Our comprehensive report will provide your organisation with a technical summary highlighting Office 365 readiness, alongside estimated remediation costs and a prioritised list of next steps. This report will typically include the following aspects:

- Challenges associated to your business and potential interruption of services
- Security, identity and compliance compatibility between the two platforms
- Recommendations for the prerequisite tasks and migration activities
- Examples of scripts that will be required for the migration event
- Roadmap for change, detailing next steps and key actions to migrate

Within our report, we will document each aspect of your current tenancy, alongside its individual RAG status:

Red - The component is not ready and requires a degree of remediation before being brought in line with best practice
Amber - There is a risk associated with this item and the customer should conduct further analysis to establish readiness
Green - No issues have been found and you can expect a smooth transition or integration with on premise infrastructure

Step 4 - Present

Ultima will email the assessment report for review, before presenting the summary to your team via Skype. It will drill down into the findings, including the risks, issues and recommendations we have made regarding migration between tenancies. This provides you with the opportunity to plan for next steps, including potential remediation activities and prerequisite tasks.