# Why Migrate?

**SharePoint End of Life**

| Release | Mainstream Support End Date | Extended Support End Date |
|---|---|---|
| Subscription Edition | N/A *(Modern Lifecycle\*)* | N/A *(Modern Lifecycle\*)* |
| 2019 | Jan 9, 2024 | Jul 14, 2026 |
| 2016 | Jul 1, 2021 | Jul 14, 2026 |
| 2013 | Apr 10, 2018 | Apr 11, 2023 |

As of this writing (Jun 23, 2023) all support for SharePoint 2013 ended over two months ago. SharePoint 2016 has entered "Extended Support" which means it will only get security patches for about three more years and then all support for it (and 2019) comes to an end.

If your business depends on SharePoint, don't wait until the last minute to migrate to SharePoint Online or the Subscription Edition.

*\* Modern Lifecycle: The Modern Lifecycle Policy covers products and services that are serviced and supported continuously.*

# Benefits of Migrating to SharePoint Online

SharePoint Online is Microsoft's latest version of SharePoint. It allows users to store, organize, and share files and information in a secure central location. Users can access and edit documents from any device, and track changes to documents in real-time. MS Teams is Microsoft's collaboration platform that integrates with SharePoint Online and other Office 365 apps. It offers features such as chat, video conferencing, and file sharing. Both SharePoint Online and MS Teams can help improve productivity and communication within teams and organizations.

**IMPROVED COLLABORATION:**

SharePoint Online makes it easy for your team to work together in real time, no matter where they are located. For enhanced collaboration for teams of all sizes, we can also migrate your content to Microsoft teams which is also part of Microsoft 365.

**INCREASED MOBILITY:**

With SharePoint Online, you can access your files from any device, including your computer, tablet, or smartphone.

**BETTER DOCUMENT MANAGEMENT:**

SharePoint Online offers built-in tools for managing your documents, including version control, document library templates, and access control.

**REDUCED IT COSTS:**

By moving to the cloud, you can save money on hardware and software costs, as well as the costs associated with maintaining on-premises infrastructure.

**IMPROVED SECURITY AND COMPLIANCE:**

SharePoint Online is built on Microsoft's secure and reliable cloud platform, M365, which means that your files are always backed up and protected. Plus, with built-in security controls, you can easily manage access to your files and ensure that only authorized users can access them.
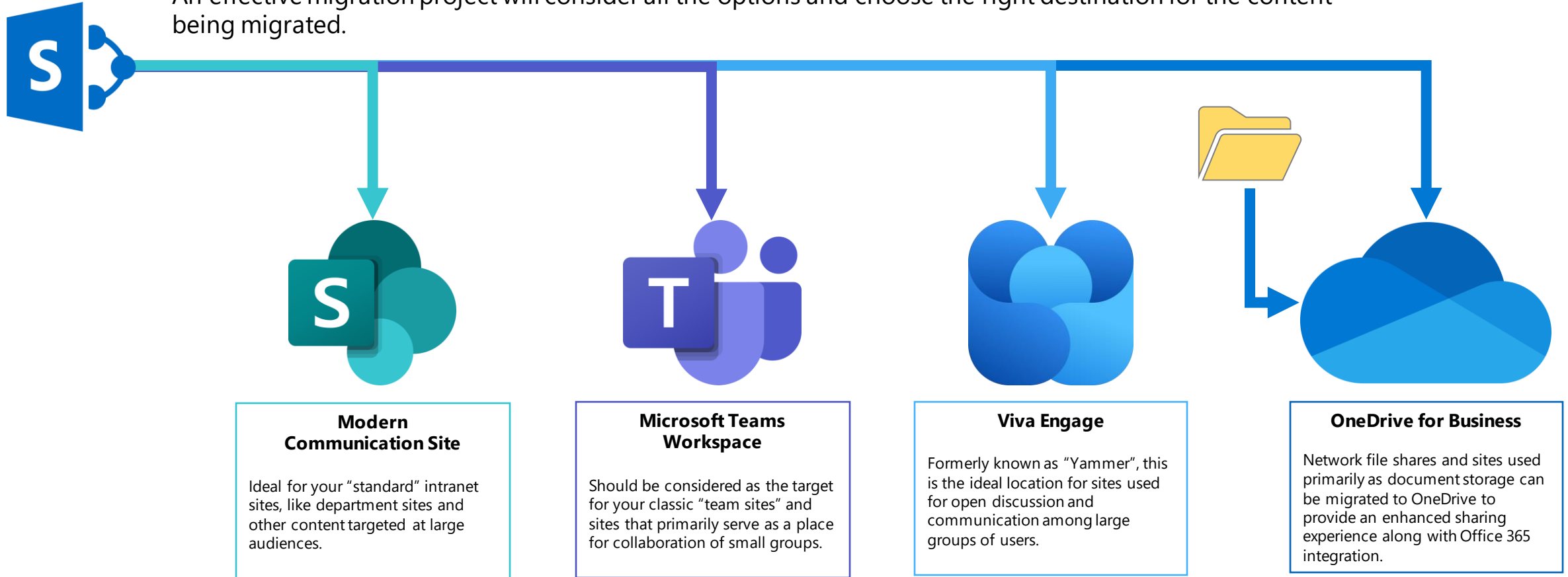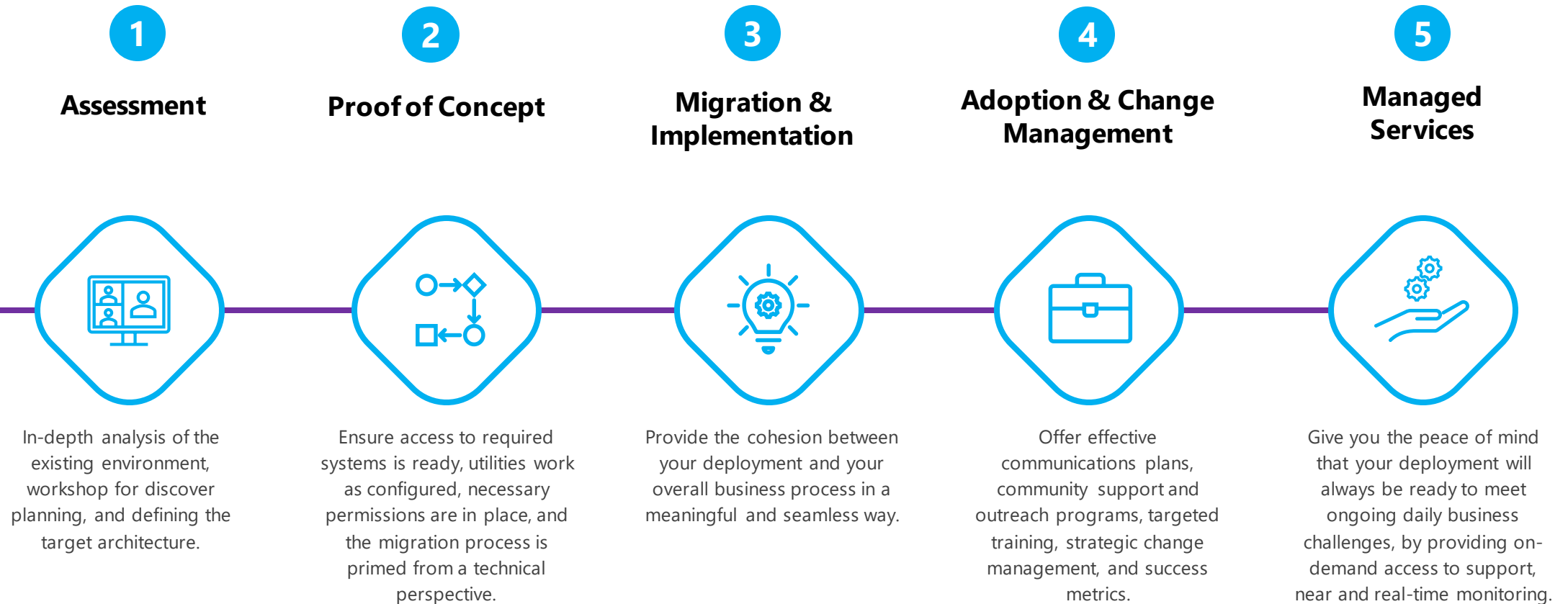
# SharePoint Server vs Microsoft 365

| Feature | SharePoint Server Subscription Edition | SharePoint Online (SharePoint in Microsoft 365) |
|---|---|---|
| Description | SharePoint Server Subscription Edition is the next major version of the "SharePoint Server" on-premises product deployed in on-premises datacenters. | SharePoint Online (also known as "SharePoint in Microsoft 365") is a cloud-hosted SharePoint service. |
| System Requirements | Varies per use-case. Multiple servers hosted in your data center | N/A – Microsoft provides all the hosting in their cloud. |
| Licensing Model | SharePoint Server Subscription Edition will continue to use the Server/CAL licensing model, but those licenses will only be available through Software Assurance. | SharePoint Online is licensed on a per user basis and offers SharePoint specific licenses or can be part of a larger E3 or E5 Enterprise license. |
| Features | Very similar to SPO but lags behind for the "modern" experience. SPFx support is not as advanced. Slight upgrade from 2019. | Microsoft's "best" version of SharePoint. Integrates with the overall M365 cloud offering. Fully "modern" experience and compatible with the latest SPFx for customizations. |
| Workflows | Uses "SharePoint Workflow Manager" which is compatible with SP 2013, 2016, and 2019. | Uses Microsoft's "Power Platform" (Power Automate) for workflows. |
| Security | You are responsible for the security of your system and data. SharePoint 2013 (and soon 2016) will no longer receive security patches. | Office 365 is compliant with ISO/IEC 27001. Compliance with this standard shows that Microsoft uses internationally recognized processes and best practices to protect its customers' information assets. |
| Compliance | Centralized security and compliance is challenging in SharePoint Server and doesn't offer anywhere near the feature set available in the Cloud. | Microsoft Purview offers centralized data governance, compliance, risk management capabilities, identity and access management, threat protection, cloud security, endpoint management, and privacy management. |

# Mapping SP Sites to M365 Workspaces

Microsoft 365 provides a wider variety of content "containers" than were available in SharePoint on-premises. An effective migration project will consider all the options and choose the right destination for the content being migrated.



**Modern Communication Site**

Ideal for your "standard" intranet sites, like department sites and other content targeted at large audiences.

**Microsoft Teams Workspace**

Should be considered as the target for your classic "team sites" and sites that primarily serve as a place for collaboration of small groups.

**Viva Engage**

Formerly known as "Yammer", this is the ideal location for sites used for open discussion and communication among large groups of users.

**OneDrive for Business**

Network file shares and sites used primarily as document storage can be migrated to OneDrive to provide an enhanced sharing experience along with Office 365 integration.

# Netwoven Delivery Framework

**1**

**Assessment**

In-depth analysis of the existing environment, workshop for discover planning, and defining the target architecture.

**2**

**Proof of Concept**

Ensure access to required systems is ready, utilities work as configured, necessary permissions are in place, and the migration process is primed from a technical perspective.

**3**

**Migration & Implementation**

Provide the cohesion between your deployment and your overall business process in a meaningful and seamless way.

**4**

**Adoption & Change Management**

Offer effective communications plans, community support and outreach programs, targeted training, strategic change management, and success metrics.

**5**

**Managed Services**

Give you the peace of mind that your deployment will always be ready to meet ongoing daily business challenges, by providing on-demand access to support, near and real-time monitoring.

Netwoven

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# Migration Approach

| | Focus | Activities | Results |
|---|---|---|---|
| **Analysis** | Education & Strategy | • Free Migration to O365 workshop | • High-level Approach |
| **Assess** | Content Inventory & Analysis | • Generate content inventory reports<br>• Review inventory analysis | • Current environment assessment |
| **Evaluate** | Discovery, Prototypes & Evaluation | • Conduct use case workshops<br>• Prototypes, POC & evaluation<br>• Communicate decisions made | • Documented use cases<br>• Buy-in from your business users |
| **Ready** | Migration Readying & Content Mapping | • Migration mapping<br>• Migration scheduling<br>• Change management planning<br>• Migration tool configuration Test migration | • Migration planning & scheduling<br>• Streamlining of tools and processes |
| **Execute** | Content Migration | • Bulk content migration in waves<br>• Automation testing<br>• User acceptance testing<br>• Final migration<br>• Post migration support | • Minimal business downtime<br>• Flexible scheduling<br>• Content migrated<br>• 100% content validation |

# Migration Process

**Assess & Evaluate**

**Ready**

**Execute**

**Discovery & Analysis**

**User Workshops**

**Prototypes**

**User Evaluation**

**Execution Readying**

- **Communication Planning**
- **Resource Planning**
- **Target IA & Mapping Planning**
- **Configure Migration Tooling**

**Migration Mapping**

- **Content to be migrated to SharePoint Online**
- **Content to be migrated to MS Teams**
- **Content to be migrated to OneDrive**

**Finalize Schedule**

**Test Migration & Remediation**

**Source Locking**

**UAT & Issue Remediation**

**Migrate Initial Content**

**Pilot Migration & UAT**

**Final Migration**

**Go Live**

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