

THE
PARTNER
MASTERS



Migrate Google
Workspace to Microsoft
365 Migration
Accelerator



About our Migration Accelerator

Our goal is to get you migrated from Google Workspace to Microsoft 365 seamlessly while giving your employees a world class experience.



Assess & Design

Define scope, identify stakeholders, and gather information on current environment and workloads to be enabled or optimized. Design and prepare new environment.



Enable & Migrate

Enable Microsoft 365 workloads and schedule and perform data migration from Google Workspace.



Adoption & Change Management

Deliver lunch and learn training seminars to end-users and provide post migration white glove support to help end-users start adopting their new way of working.

Accelerator Overview



Assess & Design



Define scope and conditions of satisfaction
Pre-migration questionnaire and interviews
Discovery of current Google Workspace configuration
Workshops for how you want to use Microsoft 365



Enable & Migrate



Configure Microsoft 365 workloads customized to your design and business needs.
Divide users into migration groups and schedule migration groups
Perform migration and monitor for optimization



Adoption & Change Management



Schedule and deliver training seminars to your end-users on how to use Microsoft 365 workloads

Schedule and send communications (physical and electronic) for post migration.

Provide post migration support for end-users to help them use Microsoft 365 workloads



Assess & Design

Goal: Document and understand Google Workspace configuration and to ensure data is seamlessly migrated.

Scope: Review Google Workspace configuration, setup migration tools, and deliver discovery workshops.

We will achieve this in the following sessions:

- Engagement scope and conditions of satisfaction
- Pre-migration questionnaire
- Google Workspace deep review
- Overview of Microsoft 365
- Setup of migration tools





Enable & Migration

Goal: Setup Microsoft 365 and kick-off migration of data from Google Workspace.

Scope: Configuration of Microsoft 365 tenant and workloads according to customer requirements and start migrating data from Google Workspace.

We will achieve this in the following sessions:

- Configuration of Microsoft 365 including Exchange Online, SharePoint Online, One Drive for Business, Microsoft Teams and Security & Compliance.
- Work with customer to divide end-users by department, role and VIP status into migration groups. Develop a schedule of who gets migrated when.
- Start the migration



Adoption & Change Management

Goal:

Ensure your employees are comfortable using Microsoft 365 and help them translate what they used to do in Google Workspace to how they now do it in Microsoft 365

Scope:

- Schedule lunch and learn training seminars on how to use key Microsoft 365 workloads and features.
- Send email communications T-10, T-5, T-1, T+0, T+3, T+5.
- Distribute flyers, quick reference cards, headsets and other information and equipment.
- Provide post migration support to end-users and VIPs





Out of scope

Teams Phone System

Teams Phone is out of scope for this engagement but available as an add-on or separate SOW.

Copilot for Microsoft 365

Copilot for Microsoft 365 is out of scope for this engagement but available as an add-on or separate SOW.

Schedule your migration today!

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Next Steps



Modern Work

Specialist

Adoption and Change
Management