Office 365
Mandatory Migrations
Agenda

- Process overview (WiscMail and WiscMail Plus)
- Mandatory migration calendar
- Oversized mailboxes and messages
- Accounts with multiple forwards
- Mapped accounts
- Unclaimed resource accounts and domain cleanup
- Resources
- Q&A
Process Overview (WiscMail)

- Accounts to be migrated will be sent a notification two weeks prior to mandatory migration period
- Encouraged to self-migrate during this time
- Mandatory migration occurs within two week time-frame following date noted in notification
Process Overview (WiscMail)

- Account preparation encouraged!
- If not already selected, no first.last@wisc.edu email address will be assigned during migration
- netid@wisc.edu will be assigned as primary address unless a different primary address has been selected
  - If a primary address has not been designated or the individual still exists on two separate mail systems, the GAL address in Office 365 may differ from the individual’s directory address.
## Migration Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Notification</th>
<th>Begin Mandatory Migration</th>
<th>Other Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/1</td>
<td>Ungrouped F/S #1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9/8</td>
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<tr>
<td>9/15</td>
<td>Ungrouped F/S #2</td>
<td>Ungrouped F/S #1</td>
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<tr>
<td>9/22</td>
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<tr>
<td>9/29</td>
<td>Emeriti/Retirees</td>
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<tr>
<td>10/6</td>
<td>Grouped F/S</td>
<td>Grouped F/S (No date or 12/31 date)</td>
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</tr>
<tr>
<td>10/13</td>
<td>Emeriti/Retirees</td>
<td></td>
<td>UWSA/Extension Deactivation</td>
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<thead>
<tr>
<th>Date</th>
<th>Notification</th>
<th>Begin Mandatory Migration</th>
<th>Other Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/20</td>
<td>Grouped F/S (Date before 10/20)</td>
<td>Grouped F/S (No date or 12/31 date)</td>
<td></td>
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<tr>
<td>10/27</td>
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<tr>
<td>11/3</td>
<td>Grouped F/S (All Remaining)</td>
<td>Grouped F/S (Date before 10/20)</td>
<td></td>
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<tr>
<td>11/10</td>
<td>WiscMail Plus #1</td>
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<tr>
<td>11/17</td>
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<td>Grouped F/S (All Remaining)</td>
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</tr>
<tr>
<td>11/24</td>
<td>WiscMail Plus #2 (if needed)</td>
<td>WiscMail Plus #1</td>
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<tr>
<td>12/1</td>
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<tr>
<td>12/8</td>
<td>n/a</td>
<td>WiscMail Plus #2 (if needed)</td>
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</tbody>
</table>

*Wisconsin University of Wisconsin-Madison*
Oversized Mailboxes

- Five remaining WiscMail accounts with mailboxes >25GB
- Working directly with end user and Migration Partner to mitigate
- Notifications sent 9/22
Oversize Messages

- Account owners have been notified (9/11)
- Messages we can’t transfer, will attempt to share with account owner via Box
- Limits to this process could result in message loss for accounts with a significant amount of oversized messages remaining
Accounts with Multiple Forwards

- Office 365 only supports a single forwarding address for an account.
- If multiple forwards for an account are not mitigated before transfer, all forwards for the account will be deleted upon transition to Office 365.

Options:
- Create a WiscList or Office 365 Group containing the addresses to which the account should be forwarded and set as forwarding address.
- Migrate to service account and link to appropriate NetID accounts.
Mapped WiscMail Plus Accounts

- If mappings are confirmed for WiscMail Plus accounts, mapped account will migrate with NetID account.
- Encouraged!
Accounts Mapped for External Systems

- Mapped accounts from your non-WiscMail system will migrate
- Minimally, departmental email addresses will be assigned to the O365 account and mail will start being delivered to the departmental email address in O365
- Under correct conditions, data will migrate as well.
Process Overview (WiscMail Plus)

- Accounts to be migrated will be sent a notification two weeks prior to mandatory migration period
- Encouraged to self-migrate during this time
- Mandatory migration occurs within two week time-frame following date noted in notification
Process Overview (WiscMail Plus)

- WM+ Accounts with confirmed mappings will be consolidated with the mapped account
- WM+ Accounts without mappings will become Service Accounts
  - Existing, linked NetIDs will persist
  - Web login will be disabled, password will be reset
  - Consolidation after migration to Office 365 is a manual process
    - Users must use permissions to drag mail to other O365 accounts
    - Administrator deletes account and reassigns address as alternate
Unclaimed Resource Accounts (WiscMail Plus)

- Unclaimed resource account data consolidated into service account calendars
- Data retained for approximately six months at which point we will begin purging orphaned accounts.
Domain Cleanup

- Once account migration is complete, domain cleanup is needed.
- Automatically performed after final migration of WiscMail Plus domains.
- External domains need to let us know when their migrations are complete.
  - Email office365team@doit.wisc.edu to start this process
Org Readiness Manifest Groups

- Post migration, will be decommissioned and deleted
- Timeframe TBD
- If you need Manifest groups for any reason post-migration, please request your own folder and Manifest group
Resources to Assist with Onsite Migrations

- Reduced resources as a result of the university budget reductions.
- As a project, not funded past December 31, 2015
- After January 1, 2015, departments can contract with DoIT Departmental Support (Organizational Support Coordinators) and the Help Desk (Officeianados) for on site migration assistance.