
Microsoft 365 Migration Services

Moving your organization from desktop-based Office tools to Microsoft Office 365 promises enhanced file sharing, team collaboration and efficiencies, calendar sharing, improved file security and more.

While each services engagement we undertake is customized based on specific client needs, available staff and environment, following is a list of what can be included in a typical Lead I.T. **Microsoft 365 Migration Service Plan:**



Initial Discovery and Configuration

- Migration analysis and guidance
- Migration scheduling
- Licensing assistance – local OS, Office and Office 365
- Custom domain verification assistance
- Troubleshooting email and environmental issues
- Hardware audit to verify machine types and provide patch level updates
- Line Of Business application migration review and migration plan
- Installation of anti-virus software
- Review of special services and plan builds as needed (Compliance Archives, Encrypted Email, Data Retention, Public Folders, DHCP, local DNS, fax, shared spaces and resources (conference rooms))



Microsoft Tenant Setup

- Customer domain
- DNS configuration
- Registrar recording
- Additional security set up (DKIM, SPF, DMARC)



Additional Security

- Multi-Factor Authentication
- Last Pass (free) password manager



Mailbox Migration

- Move email from Google to Exchange
- Technical support with individual mailboxes



Dropbox File Migration

- Move files to Microsoft Tenant (OneDrive and SharePoint as appropriate)



We look forward to discussing these services with you further.

Please **BOOK A MEETING HERE** by visiting our **Microsoft Bookings page** or call us at **971-337-2428**.