

INSENTRA'S MIGRATION APPROACH

Our migration service methodology has successfully assisted many organisations to reach their new email archive destination faster. Our approach has been put through its paces and our extensive experience has cemented a process delivering transparent, compliant and legally defensible migrations.



Are you considering **migrating to M356?**

Are you questioning what to do with your **existing archived email data?**

Do you have a **journal to migrate?**

Is **eDiscovery** a key requirement?

- With award-winning expertise in the world's leading archive migration solutions, our global team have successfully completed over 400 email archive migration projects for our Partners and their clients.
- Taking a consultative approach, your clients can be confident their data will be migrated with minimal to no impact on user experience.
- Our automated migration approach mitigates the risk of data corruption and potential legal fallout for your clients.
- We provide a full audit log of migrated data which facilitates on-demand generation of Chain of Custody reports to ensure compliance with eDiscovery legislation.

ARCHIVE MIGRATION DOESN'T HAVE TO BE COMPLEX

Having discussions early in the planning phases is critical for project success.

We care about your client's user experience and make this a priority in every project.

400 EMAIL ARCHIVE
MIGRATION PROJECTS

MOVED OVER **3.5 MILLION**
MAILBOXES

MOVED OVER **20PB**
OF ARCHIVE DATA

DEDICATED TEAM OF 20
✓ **AUSTRALIA**
✓ **NEW ZEALAND**
✓ **UNITED STATES**
✓ **UNITED KINGDOM**

GOVERNMENT CLEARED
RESOURCES



COMPLETED PROJECTS
ACROSS
15 COUNTRIES

OUR MIGRATION METHODOLOGY



PHASE 1 ESTABLISH

This is the most important phase as it lays the foundations for the overall project. We commence with a kick-off, enabling our joint delivery teams to share a common understanding of the requirements, scope, dependencies and risks ensuring collective ownership of the project's critical success factors. We establish the project governance framework for clarity of roles and responsibilities of all parties. The key outcomes of this phase include a baseline project plan to meet the agreed project milestones. Throughout all phases of the project, reporting is provided to the client based on the agreed-upon communication plan.



PHASE 2 PLAN

Where required, this phase commences with an assessment of the current environment, identifying elements which may impact this transformation. Workshop(s) will be held with the relevant project stakeholders to map out the transformation journey. This enables the project team to produce the solution documentation and test plans (where relevant).



PHASE 3 PREPARE

We undertake remediation of in-scope issues identified in the assessment of the environment allowing the deployment of the solution to commence on client provided infrastructure as specified in the solution documentation. The solution is then validated to confirm it is functionally ready for commencing the transformation.



PHASE 4 TRANSFORM

We begin the transformation with a pilot to confirm the methodology detailed in the solution documentation and to allow the client to undertake User Acceptance Testing (UAT). The deployment is then completed using the approach agreed with both parties. The project then enters the transition phase and the client completes the remainder of the production transformation. The production migration is then completed in waves or as a "big bang" (to be agreed by both parties). Reporting occurs weekly or whenever a wave completes.



PHASE 5 TRANSITION

To finalise the engagement we review the outcomes of the transformation, ensuring all in-scope items have been delivered and business services are continuing to operate as expected. During the transition, we discuss the final documentation, handover to operations and decommission infrastructure as required.