



An Uncommon Guide to Migration

Strategy is essential for successful migrations. Plan accordingly.

Pre-training your users removes the mystery, creates familiarity with the tools and reduces stress associated with change.



Well, it's here. You knew this day would come eventually and now it's upon you. It's time to make a move and the thought of implementing a migration has you a little anxious. Even so, you know it has to happen. Maybe you inherited a legacy system and have no idea if there are security risks or holes in your infrastructure. Or possibly a shift in your business strategy requires a change in your domain name. Perhaps you need a single user identity strategy to help control your IT environment.

Whether you're looking to migrate email to email, on-premise to cloud, or off-prem to off-prem, migration success hinges on careful planning and quality execution. These insightful tips will help you rest easier knowing you have an expert guide on the path to your migration destination.

1. DIAGRAM EVERYTHING.

Regardless of the complexity of your situation, working with your IT partner to diagram your migration in full detail is essential for a number of reasons. First, it helps you properly define the problem and ask bigger questions, challenging you to pressure test the business case for making the move. Second, it provides a common framework for discussion ranging from the C-suite to the director-level to the sysadmin level. And perhaps most importantly, diagramming is an invaluable tool when it comes to internal sales and securing funding for the project. When your financial team can see a fully-diagrammed plan, support and buy-off becomes significantly less challenging.

2. PLAN TO COMMUNICATE.

Communication is almost always near the top of the "That could have gone better" list when it comes to managing change and implementing projects. Migration is no exception. Sharing your goals and a timeline with your users is not enough. Communicating to every stakeholder means educating and informing them well before the actual migration. That means anticipating their questions and providing clear, definitive answers in advance. Pre-training your users removes the mystery, creates familiarity with the tools and reduces stress associated with change. Telegraph your moves. You'll be glad you did.

3. BUILD A RELATIONSHIP BIGGER THAN THE PROJECT.

Earning trust requires spending time with people, so make sure you create space to get to know your IT partner a bit before diving in to the work. Who are they as people and professionals? What do you have in common? The more connections you make, the more trustworthy that relationship becomes.

Once trust is established, it's much easier to get real in terms of expectations, roles and potential stumbling blocks. Ideally, clients should be forthcoming and transparent about both their strengths and their limitations, viewing IT providers as partners in solving a challenge and not a challenge to their abilities or technical savvy. Similarly, IT providers should always respect and engage the client as a partner in the solution instead of showing up as the fixer who has all the answers.

Once trust is established, it's much easier to get real in terms of expectations, roles and potential stumbling blocks.



4. ASK THE HARD QUESTIONS.

Before you dive headlong into a migration project, make sure you do a gut check on your motivations and the factors that might compromise your success. Does the migration make business sense, or do you just believe it's the right thing to do? Does this migration have a sponsor who can get it approved and funded? Who has final buyoff authority and what is the likelihood of approval? Is there adequate budget to support the project? These are all great questions to answer in advance—for yourself and for your IT partner—before commitments are made and work has commenced.

To learn more about our Remarkably Human approach to planning and executing successful migrations, call us at 303.488.9190 or email us at connect@uncommonsolutions.com

Based in Denver, Colorado, Uncommon Solutions is the only Microsoft Certified Gold Partner that focuses on hiring rock-solid IT experts who are genuinely great with people. Through our four key practice areas—Strategic Consulting, Hybrid Cloud Infrastructure, Productivity & Insights, and Integration Development—we help businesses and organizations streamline processes, boost productivity, facilitate collaboration and improve their bottom line.

Experience the difference Remarkably Human IT™ makes.



UNCOMMONSOLUTIONS.COM

303.488.9190

6530 S. YOSEMITE, STE. 204,
GREENWOOD VILLAGE, CO 80111