

PCVITA Express Migrator for SharePoint  
( *SharePoint* )

**User Guide**



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## Chapter-1

### What is PCVITA Express Migrator for SharePoint (SharePoint)?

PCVITA Express Migrator for SharePoint (SharePoint) is a utility that assists SharePoint Administrator to migrate multiple SharePoint 2007 Server Sites, Document Libraries and List contents into multiple SharePoint 2010 Server Sites, Documents Libraries and List contents.

#### Migration Supported

- ✓ SharePoint 2007 Server **Sites** into SharePoint 2010 Server **Sites**
- ✓ Entire **Documents Libraries** migration
- ✓ Multiple SharePoint 2007 Server **List** to SharePoint 2010 Server **List**

#### The Prominent Features

- ✓ Support SharePoint 2007/2010 server version
- ✓ Bulk List migration from SharePoint 2007 Server into SharePoint 2010 Server List
- ✓ Migrate both files and folder in batch to SharePoint Document Library
- ✓ Maintain the folder/ directory in hierarchical order
- ✓ Maintain the Meta information of the associated files and folders as of Create-on, Modified-on, Subject, cc and Sender
- ✓ Allow to add additional Meta information with individual file
- ✓ Provide reports and appropriate error detection mechanism
- ✓ Support for Microsoft BPOS/Office 365/ SharePoint online

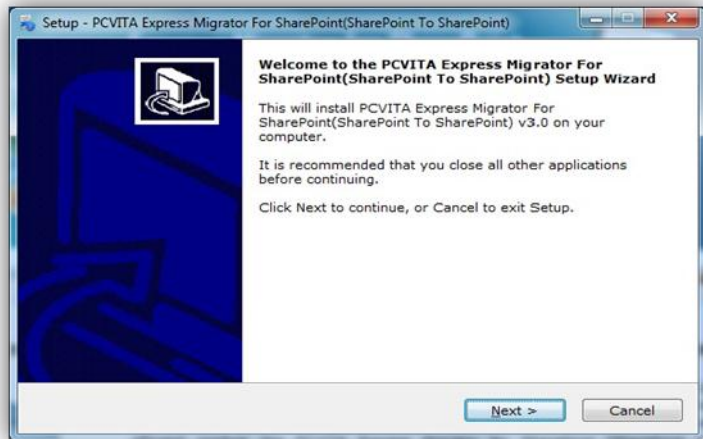
#### Prerequisite

Minimum Processor Speed	Intel 1.2 GHz Processor
Memory (RAM)	1GB
Disk Space	5MB free space for installation
Operating System support	One of the following: <ul style="list-style-type: none"> <li>✓ Windows XP</li> <li>✓ Windows 2003 Server</li> <li>✓ Windows 2008 Server</li> <li>✓ Windows Vista</li> <li>✓ Windows 7</li> </ul>
Microsoft SharePoint Server	One of the following: <ul style="list-style-type: none"> <li>✓ Microsoft SharePoint 2007</li> <li>✓ Microsoft SharePoint 2010</li> </ul>
Additional Software	Microsoft .NET Framework 2.0
Internet Connection (For BPOS/Office 365 services)	Persistent internet connectivity between the migration local machine and SharePoint Online Server for BPOS/Office 365 services.

## Chapter-2

### Start the Installation process

The steps of installation are simple and short. Before install make sure that the software installer is not corrupted. To open, double click the installer of PCVITA Express Migrator for SharePoint (SharePoint) installer. Click on next button to proceed.



### License agreements

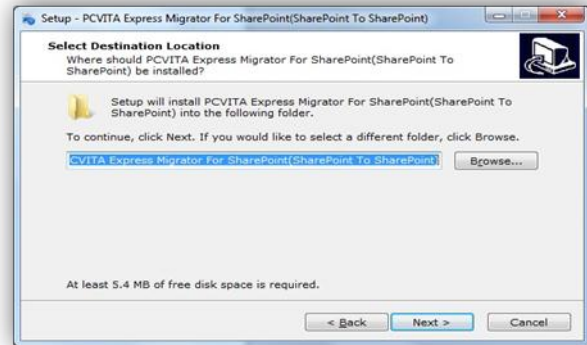
You must read the software license agreement. Accept the license agreement? Check the button (I accept the agreements) and proceed next.



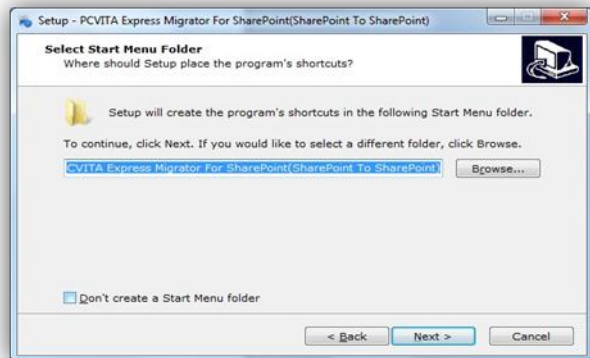
### Location and setup types

The installer offers a default destination directory where PCVITA Express Migrator for SharePoint (SharePoint) be installed. Accept it or define one. It is highly recommended to use the default path. Click on next. In this window, the wizard will offer a default location where to create a shortcuts folder in a start menu folder. Accept it or define a new one. To proceed, click on next.

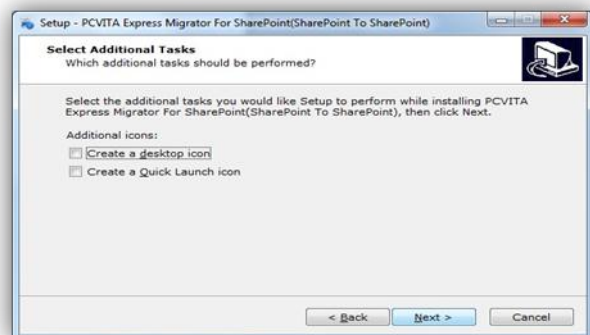
The right hand side snapshot shows the default path where Express Migrator for SharePoint (SharePoint) be installed or Click on Browse to set your own destination location.



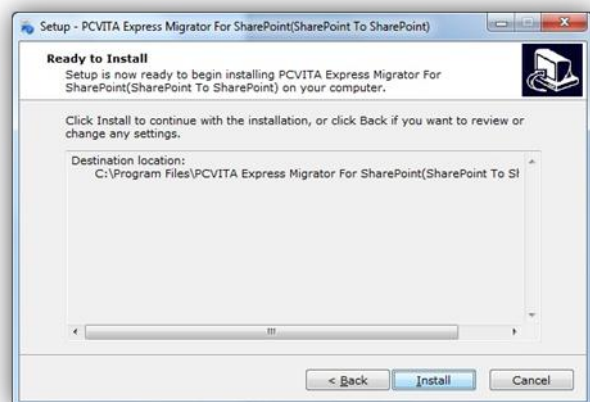
Start set your location menu folder where setup should place the program's shortcut. Or Check for don't create a Start Menu Folder



There are two additional tasks for creation of Icons. Check on the option to create your own desire icons location



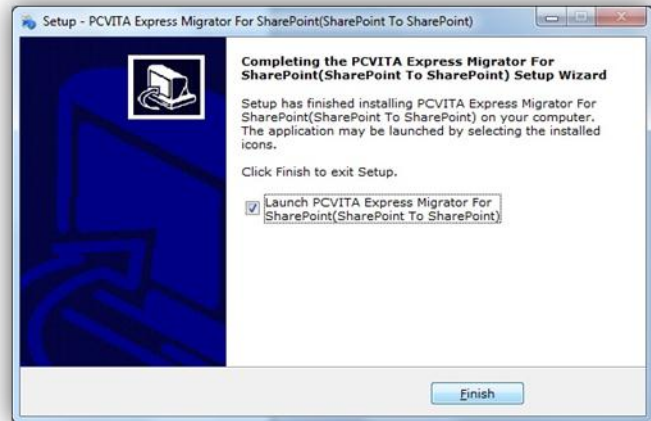
Click on the Install button, to accomplish the installation process



## Finish the Installation and launch

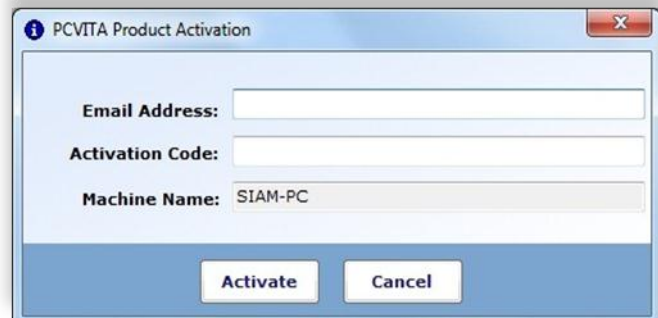
Whether, you can uncheck or set as default to command launching the application after the installation process is done. Continue to finish the installation.

Once the setting is done. Click on Install to finish the installation process.



## Registration or Activation

For demo users, the PCVITA Express Migrator for SharePoint has a constraint of 500MB file system and attributes migration to SharePoint server in bulk. To ask for the full version or activation, you must click Activation or Buy now option in the navigation pane. Once you get the full version installed in your system, updating is simpler, just the need of click and go. Again, once you close the **application**, you will be invited to PCVITA Express Migrator for SharePoint website for new updates and new release information.



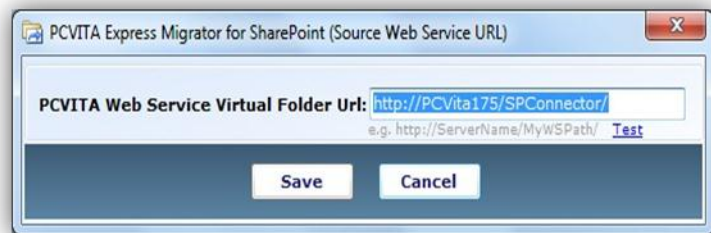
## Chapter-3

### Setting and Configuration

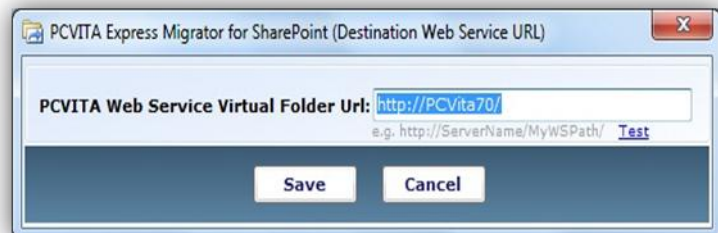
To set a default Source Web Service URL path, open application i.e. PCVITA Express Migrator for SharePoint (SharePoint) → Go to Setting → Click configuration → Choose the option (Source Web Service). Provide your web service URL path, click on save.

Similarly, to set a default Destination Web Service URL, open application i.e. PCVITA Express Migrator for SharePoint (SharePoint) → Go to Setting → Click configuration → Choose the option (Destination Web Service). Provide your web service URL path, click on save.

Sample of providing “Source Web Service URL” in the setting configuration



Sample of providing “Destination Web Service URL” in the setting configuration



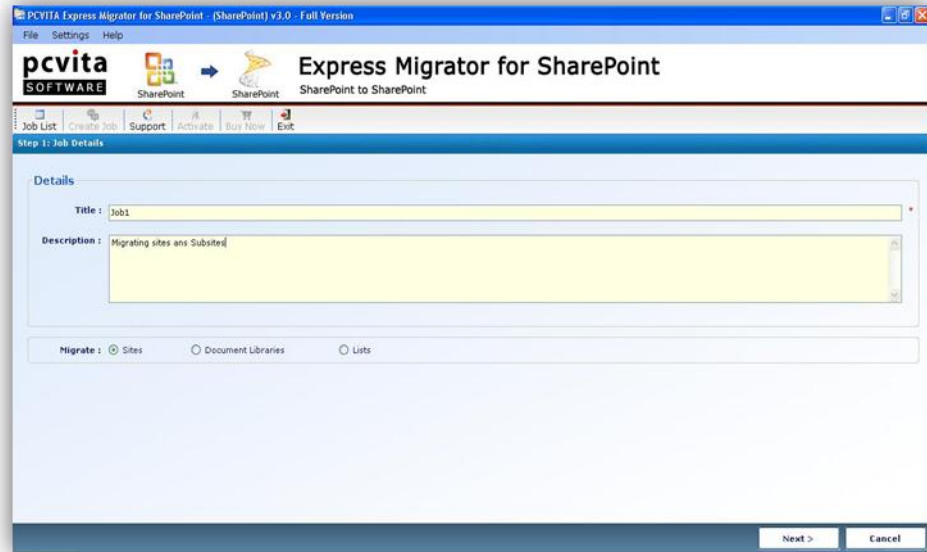


### Job Details - Sites Migration

Enter the title of the job, description about the job and check on the target migration from the two options to exempt for future complexity and restraints. Click next to continue

#### Enter the Job Details

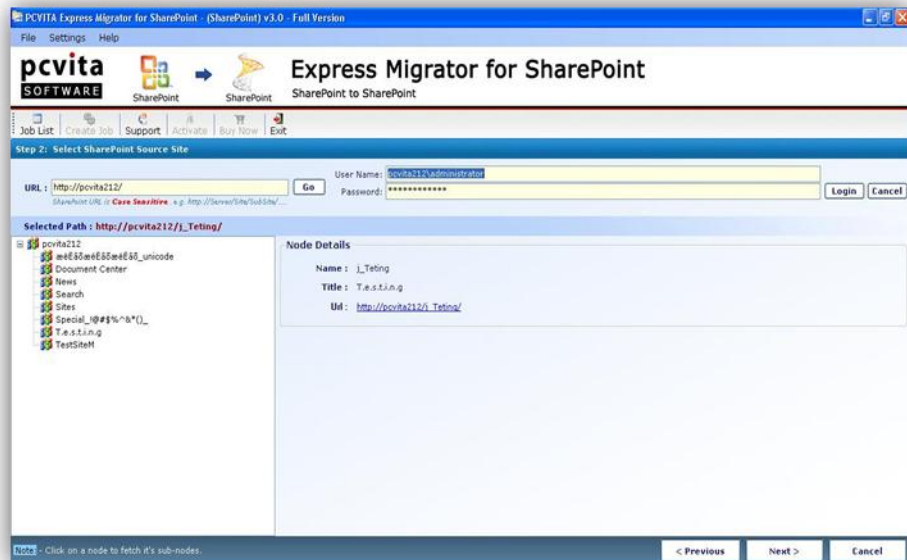
- A). Title or name of Job
- B). Description of Job
- C). Select the Migrate option as *Sites*



### Select SharePoint Source Site

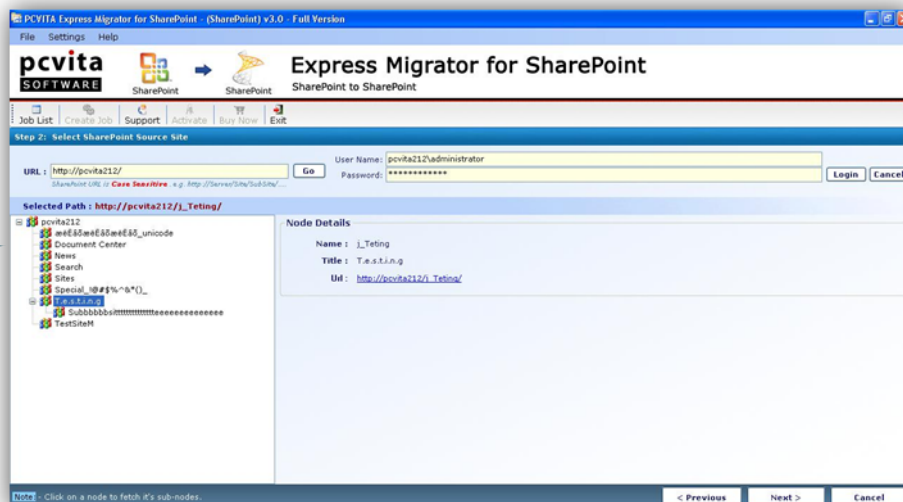
Provide your valid SharePoint Site URL to start authenticate your SharePoint Server. Login your SharePoint Server by providing User Name and Password. More importantly, multiple migration jobs can be done genuinely by a Site Administrator authentication only without any hassles.

Provide your valid SharePoint URL, Click **Go button** to starts authenticate your SharePoint Server by providing User Name and Password





Once you logged in, you will see the site directory listed hierarchically downward in the selected path left panel. Click on the **Node** to fetch its sub-nodes as well.

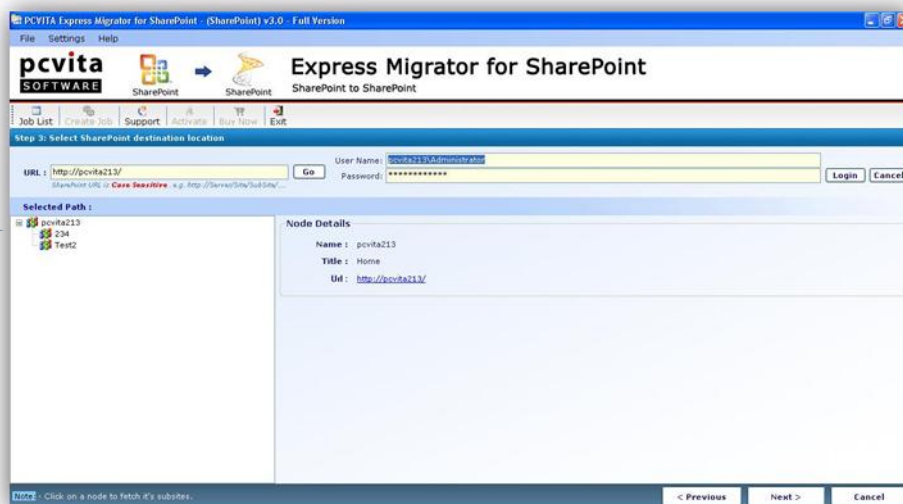


### Select SharePoint Destination Location

Similarly, provide your valid SharePoint Site URL, click on “Go” to start authenticate your SharePoint Server. Login your SharePoint Server by providing User Name and Password. Select your target location in the Selected Path left panel, more importantly, click on a Node to fetch it’s sub-sites as well.

### “Destination Location”

Provide your target destination URL as given in the snapshot. Provide User Name and Password to starts authenticates the target SharePoint Site.



**“In Selected Path Panel”**  
Browse the SharePoint Site hierarchy; select your desired Node or Location where you like to set as a destination site.  
Click Next to continue the next wizard.

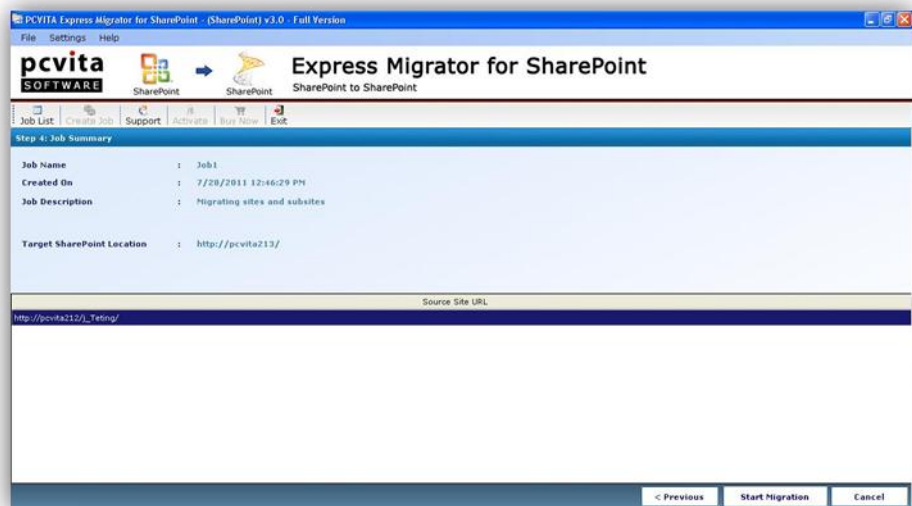


## Job Summary

### 4. Job Summary

As a prior, it is highly recommended you must check the job detail information and target SharePoint Site location.

Click on “Start Migration” button to start the process.

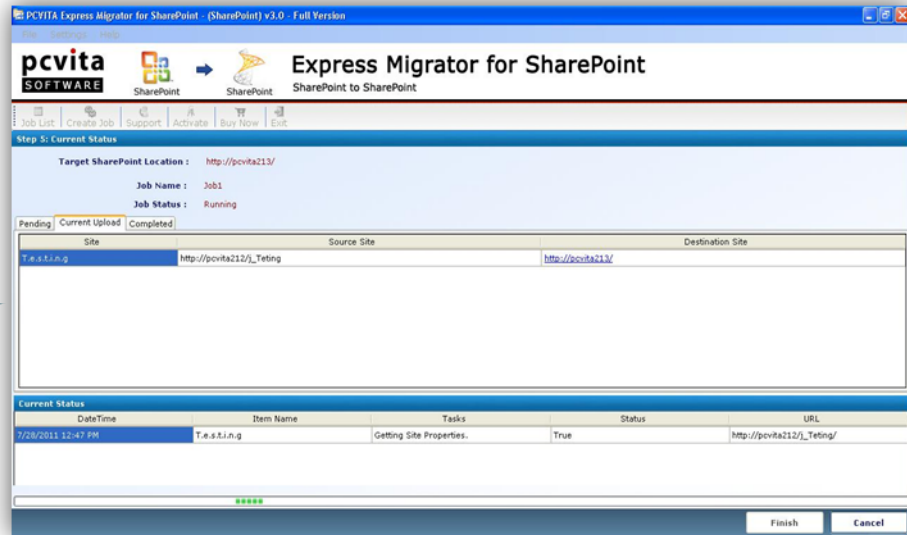


## Current Status

### Current Status

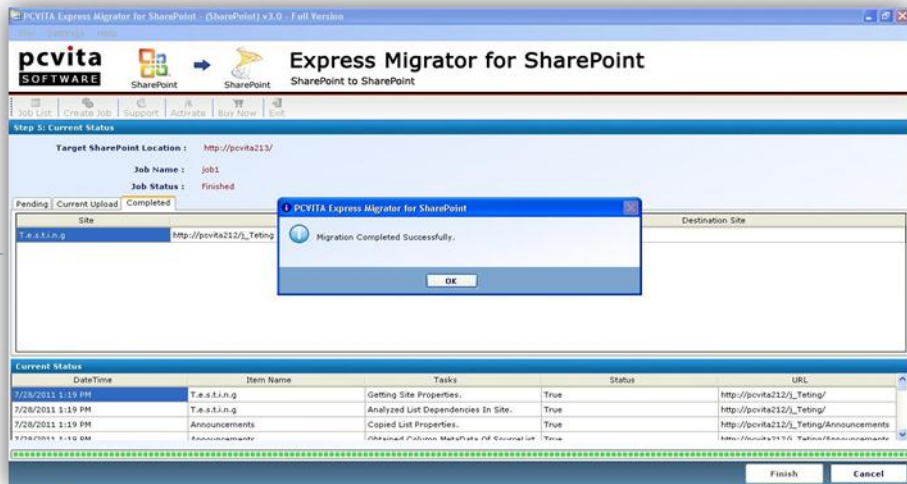
Significantly, you can start view the current migration process. As mentioned in the detailed pane.

To abort the migration process abruptly, click on "Cancel" to come out from the wizard.



Most significantly, you must start checking the "Pending, Current Upload and Completed" jobs status in the detailed pane.

Click on "Finish" for the next job wizard.

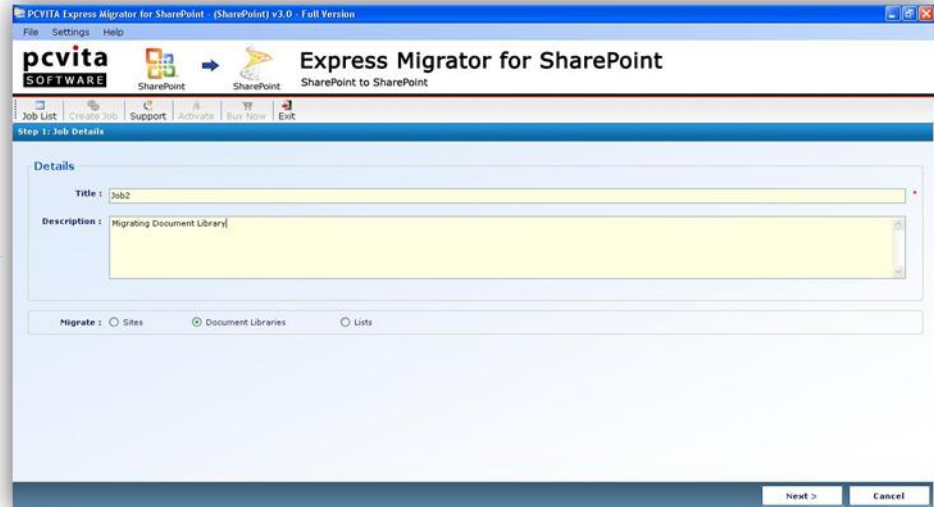


### Job Details - Document Libraries Migration

Enter the title of the job, description about the job and check on the target migration from the two options to exempt for future complexity and restraints. Click next to continue

#### Enter the details

1. The Job title
2. Job description
3. Check “**Document Libraries**” for the entire document migration job



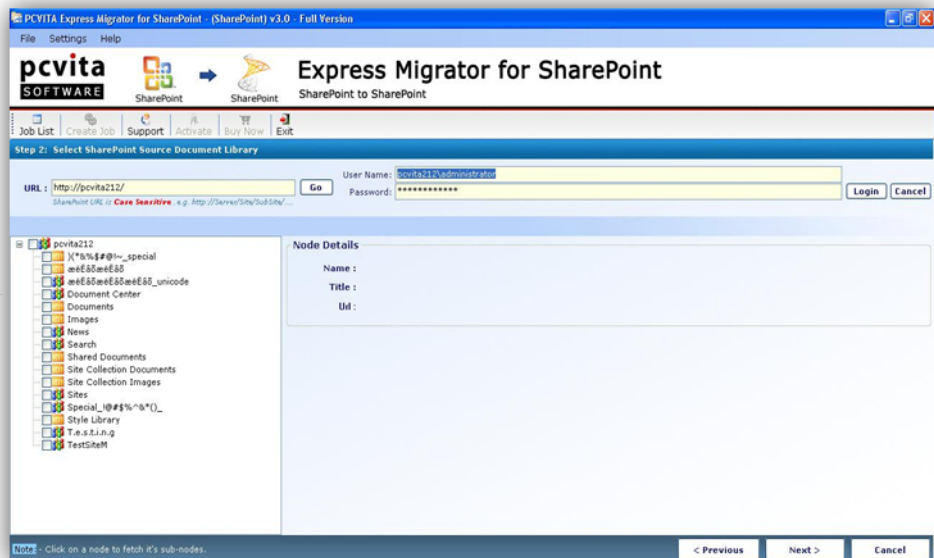
### Select SharePoint Source Document Library

Provide your valid SharePoint Site URL to start authenticate your SharePoint Server. Login your SharePoint Server by providing User Name and Password. More importantly, multiple migration jobs can be done genuinely by a Site Administrator authentication only without any hassles.

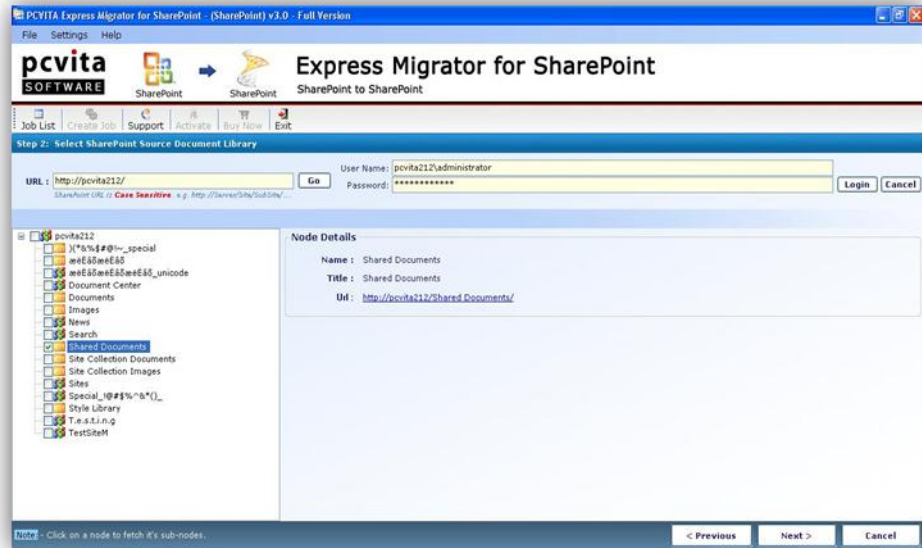
#### “Source Document Library Location”

To select the Source path, you must provide the valid document library URL path.

Click on **Go** button, to starts authenticate SharePoint Document Library directory, provide a valid User Name and Password.



Similarly, select the document library directory source by clicking on the Node listed on the left panel, which fetches its sub-node as well.

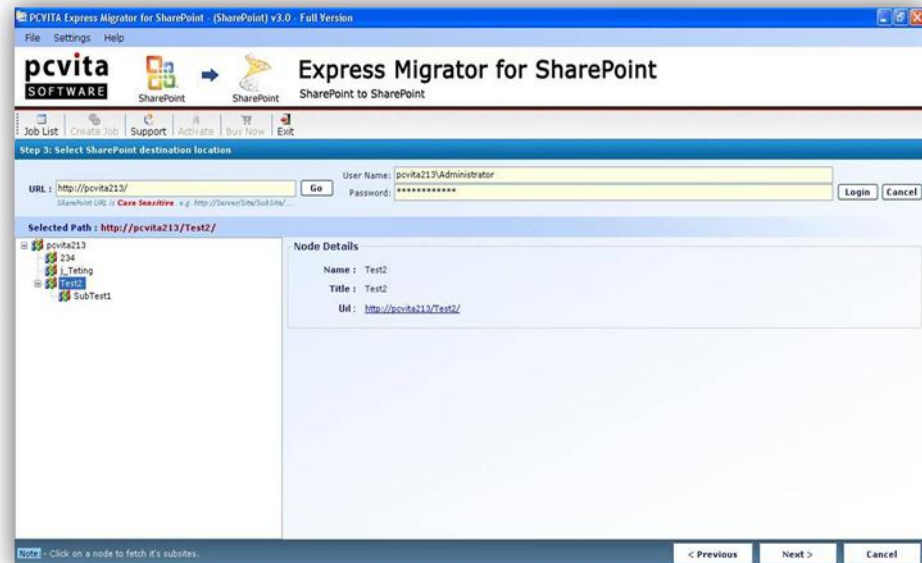


### Select SharePoint Destination Location

Similarly, provide your valid SharePoint Site URL, click on “Go” to start authenticate your SharePoint Server. Login your SharePoint Server by providing User Name and Password. Select your target location in the Selected Path left panel, more importantly, click on a Node to fetch it’s sub-sites as well.

### Destination Location

Provide your target destination URL as given in the snapshot. Provide User Name and Password to starts authenticates the target SharePoint Document Library directory. Select the target location. Click on Next to continue

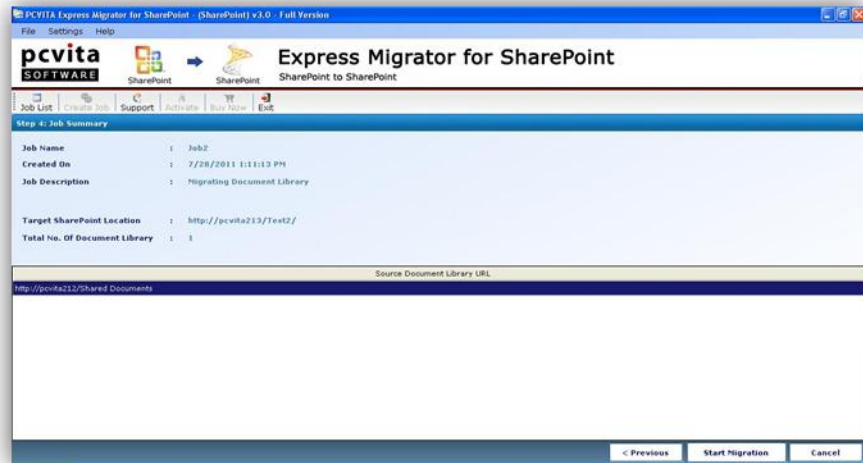


## Job Summary

### 4. Job Summary

As a prior, it is highly recommended you must check the job information and target SharePoint Document Library location.

Click on “Start Migration” button to start the process.



## Current Status

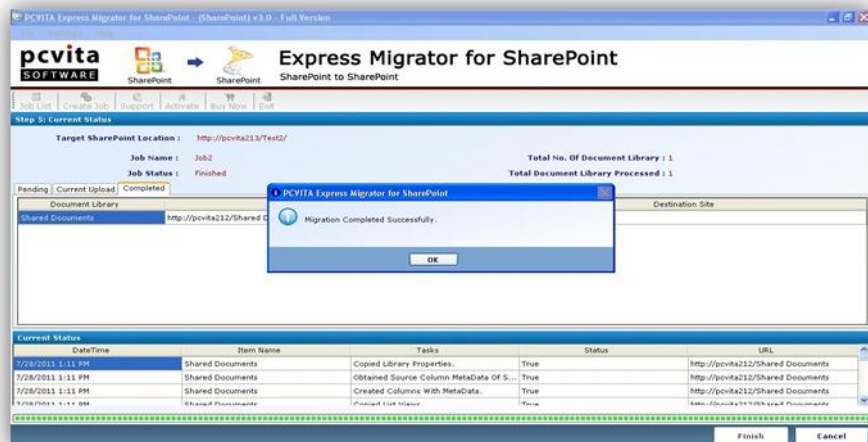
### Current Status

Significantly, you can start view the current migration process. As clearly shown in the detailed pane



The software has multi functionalities; start check the “Pending, Current Upload and Completed” jobs in the detailed pane

Click on “Finish” for the next job wizard.



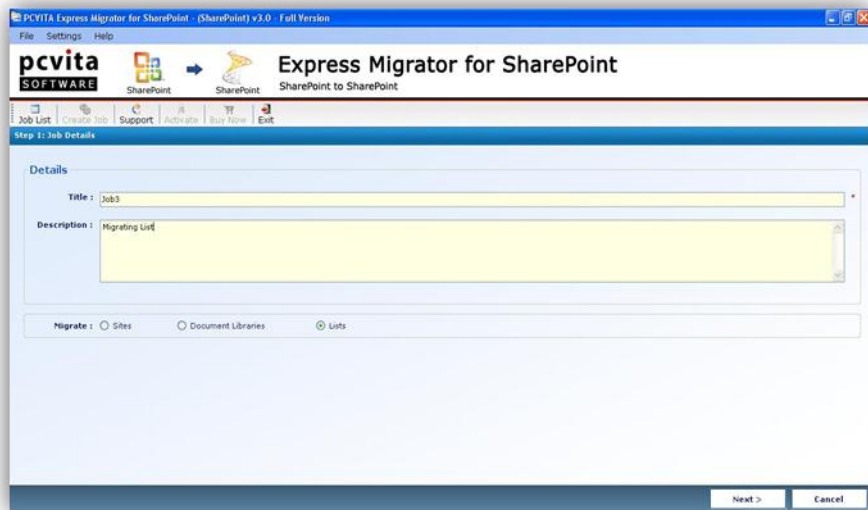


## Job Details – Lists Migration

Enter the title of the job, description about the job and check on the target migration from the two options to exempt for future complexity and restraints. Click next to continue

### Enter the details

1. The Job title
2. Job description
3. Check the radio button option “**Lists**” for the entire lists migration job



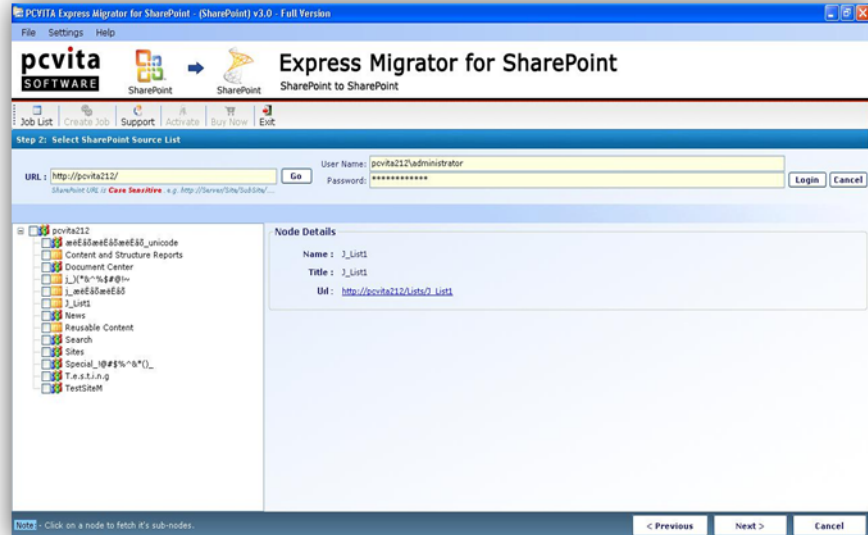
## Select SharePoint Source List

Provide your valid SharePoint Site URL to start authenticate your SharePoint Server. Login your SharePoint Server by providing User Name and Password. More importantly, multiple migration jobs can be done genuinely by a Site Administrator authentication only without any hassles.

### “Source Document Library Location”

To select the Source path, you must provide the valid URL path.

Click on **Go** button, to starts authenticate SharePoint List directory, provide a valid User Name and Password



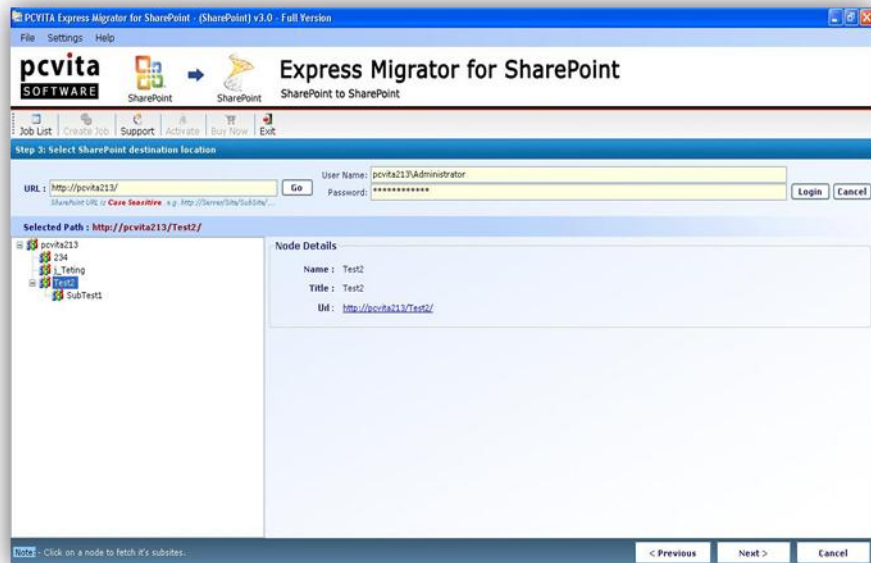


### Select SharePoint Destination Location

Similarly, provide your valid SharePoint Site URL, click on “Go” to start authenticate your SharePoint Server. Login your SharePoint Server by providing User Name and Password. Select your target location in the Selected Path left panel, more importantly, click on a Node to fetch it’s sub-sites as well.

Similarly, select a target location by clicking on the Node listed on the left panel, which fetches its sub-node as well.

Click on Next for the migration wizard



### Job Summary

#### Job Summary

As a prior, it is highly recommended you must check the job information and target SharePoint List location

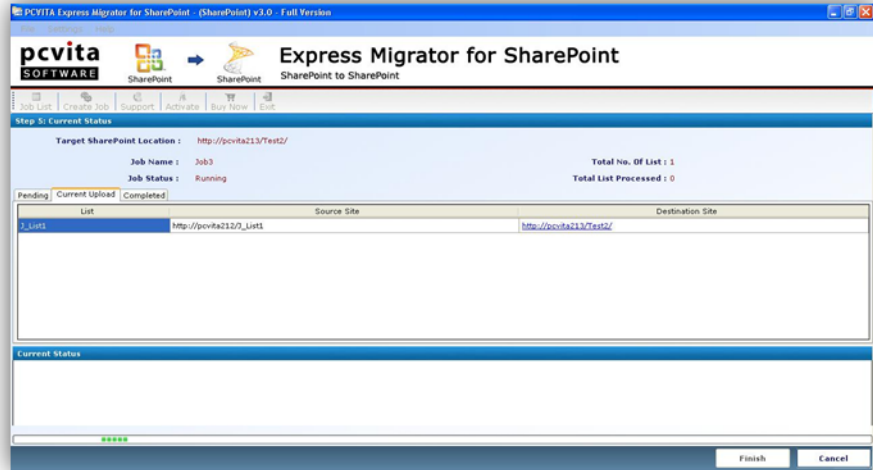
Click on “Start Migration” button to start the process.



Current Status

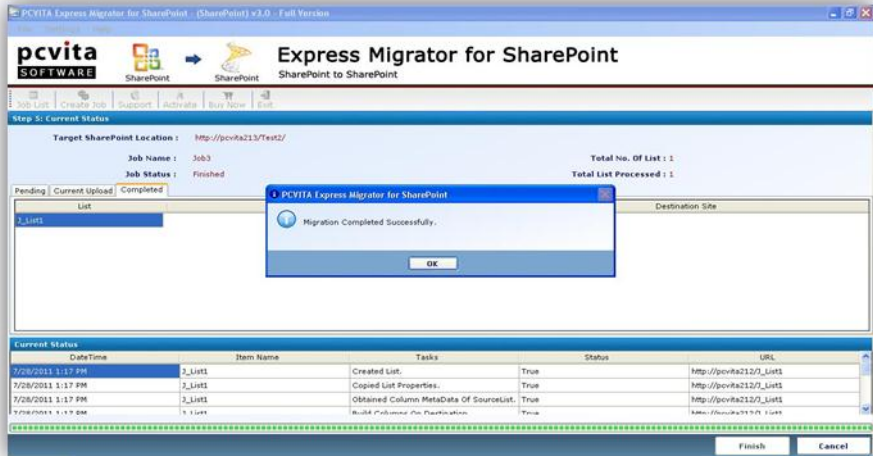
Current Status

Significantly, you can start view the current migration process. As clearly shown in the detailed pane

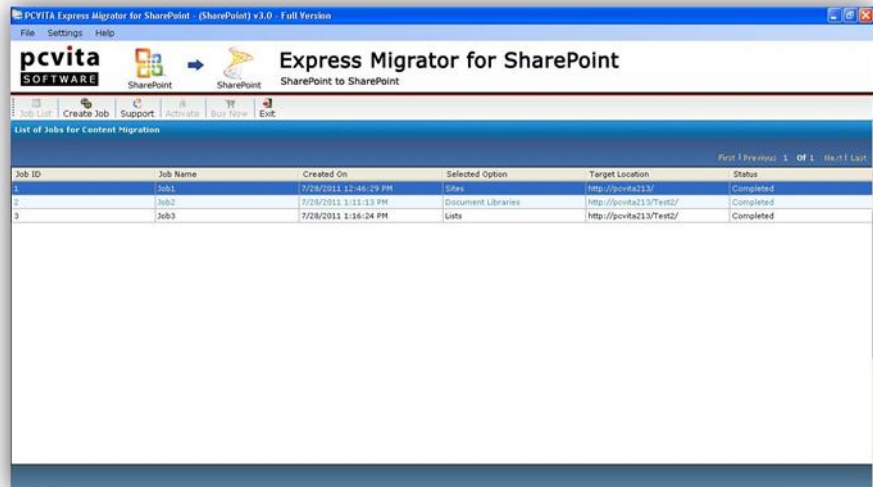


The software has multi functionalities; start check the “Pending, Current Upload and Completed” jobs in the detailed pane

Click on “Finish” for the next job wizard.



The snapshot shows the entire migration job detailed information. Significantly, listing of Jobs for Content Migration is crucial to validate the jobs information and status.



## Chapter- 4

### Quit or Exit

To quit the application, go to→ system tray→ right click the icon→ and click Exit or

Go to File Menu →Click Exit → yes or directly close from the window

## Chapter- 5

### Conclusion

To get started with the traditional SharePoint Server Sites, Document Libraries and List migrates into a higher version. You need not to be the expert to accomplish the entire migration jobs. As Microsoft Partner, you might be familiar with versions and updates, to enhance your enterprise productivity solution. In contrast, switching your legacy SharePoint Server 2007 into SharePoint Server 2010 is crucial and significant? Yes, most importantly, we can say SharePoint Sever 2010 is an integrated utility, the build-in functionality numerous changes, includes content management system, log file maintenance; fast file indexing and searching, file extension supports as well.

Clearly, switching one communication is easier now on. Straight to the point, no bound to SharePoint Server version, start streamlining your legacy with PCVITA Express Migrator for SharePoint (SharePoint) utility from SharePoint 2003 Server or SharePoint 2007 Server Sites, Document Libraries and Lists into SharePoint 2010 Server Sites, Document Libraries and Lists without any hassles plus get a support over 24/7 technical assistance.