



OVH CLOUD TO MICROSOFT CLOUD

Migrating OVH Mails to Office 365 using Office 365
Migration Tool

Abstract

With the advent of cloud and cloud based solutions, admins face difficulties performing day-to-day admin tasks using new cloud tools and solution. This guide would help admins migrate existing corporate mails siting on non-traditional mail servers to Office 365

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MIGRATING Emails from OVH Mail Servers to O365 or Exchange Online Cloud (This procedure also works for any non-traditional mail servers on the internet)

Case Study: Kangaroo IT has 300 email accounts on the OVH Mail servers and would want to migrate to Microsoft O365 or Exchange Online. The 300 email accounts all end with @kangarooit.net

Prerequisites:

- An existing O365 tenant created and registered for Kangaroo IT named kangarooit.net. With 300 the required number of licenses purchased. ([See how to create an Office 365 tenant from here](#))
- After registering kangarooit.net domain in Office 365 do not configure mail routing. This would be done after migration is complete.

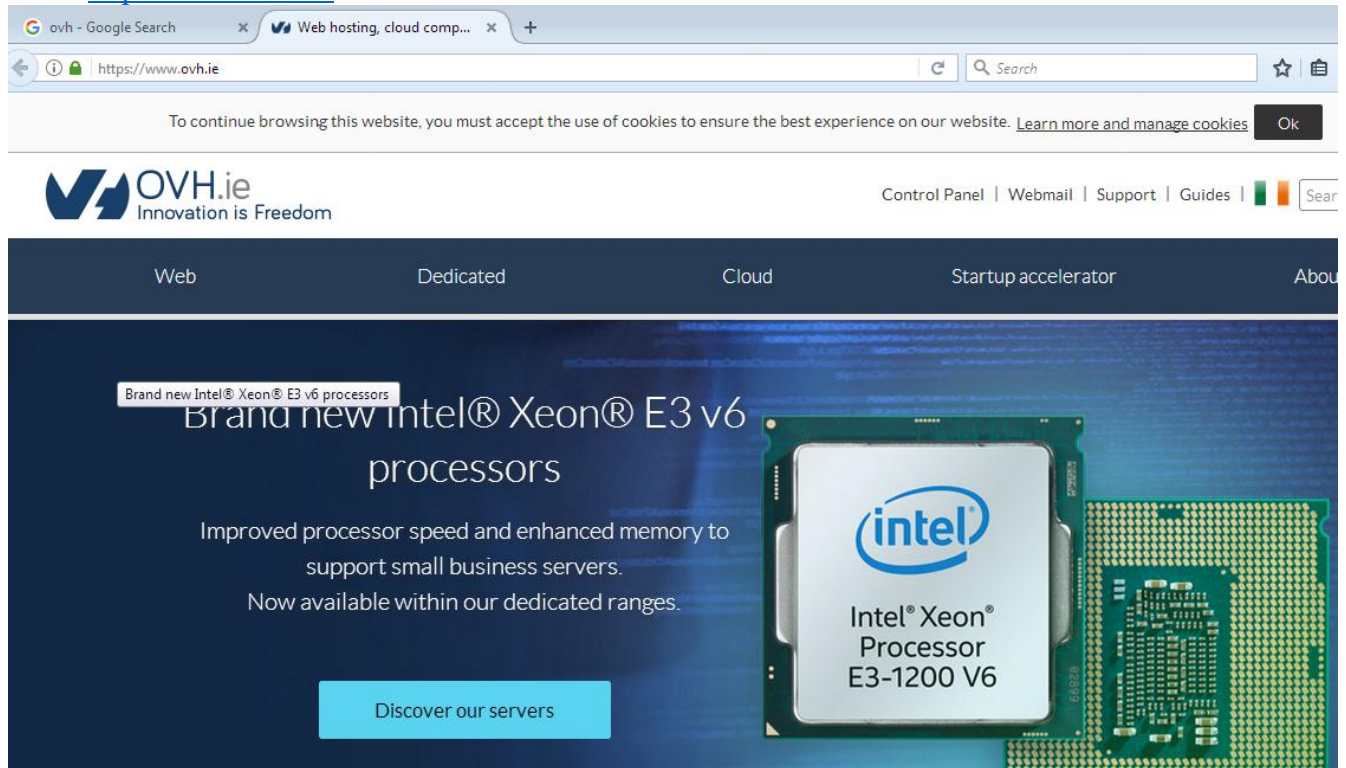
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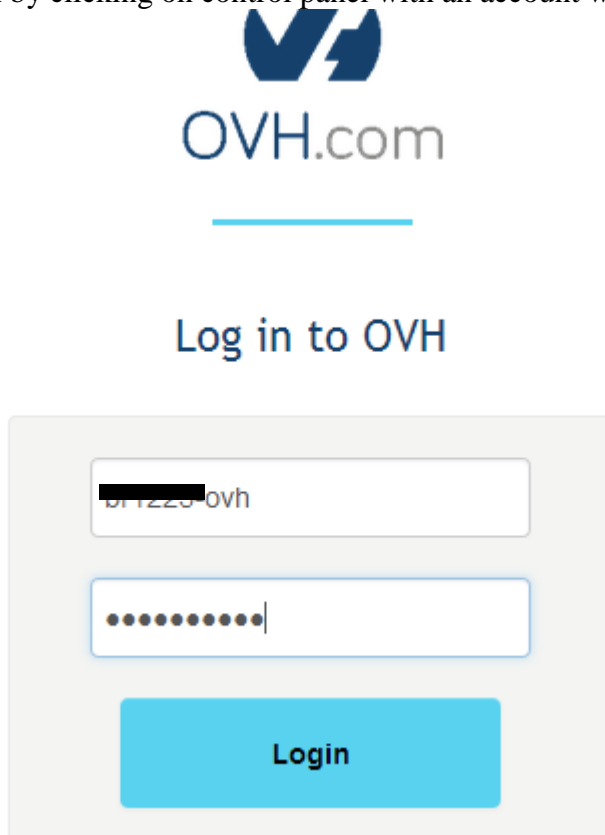
Note: For this task we are going to use the migration tool that ships with O365. The one that ships with OVH does not offer any bulk mail migration.

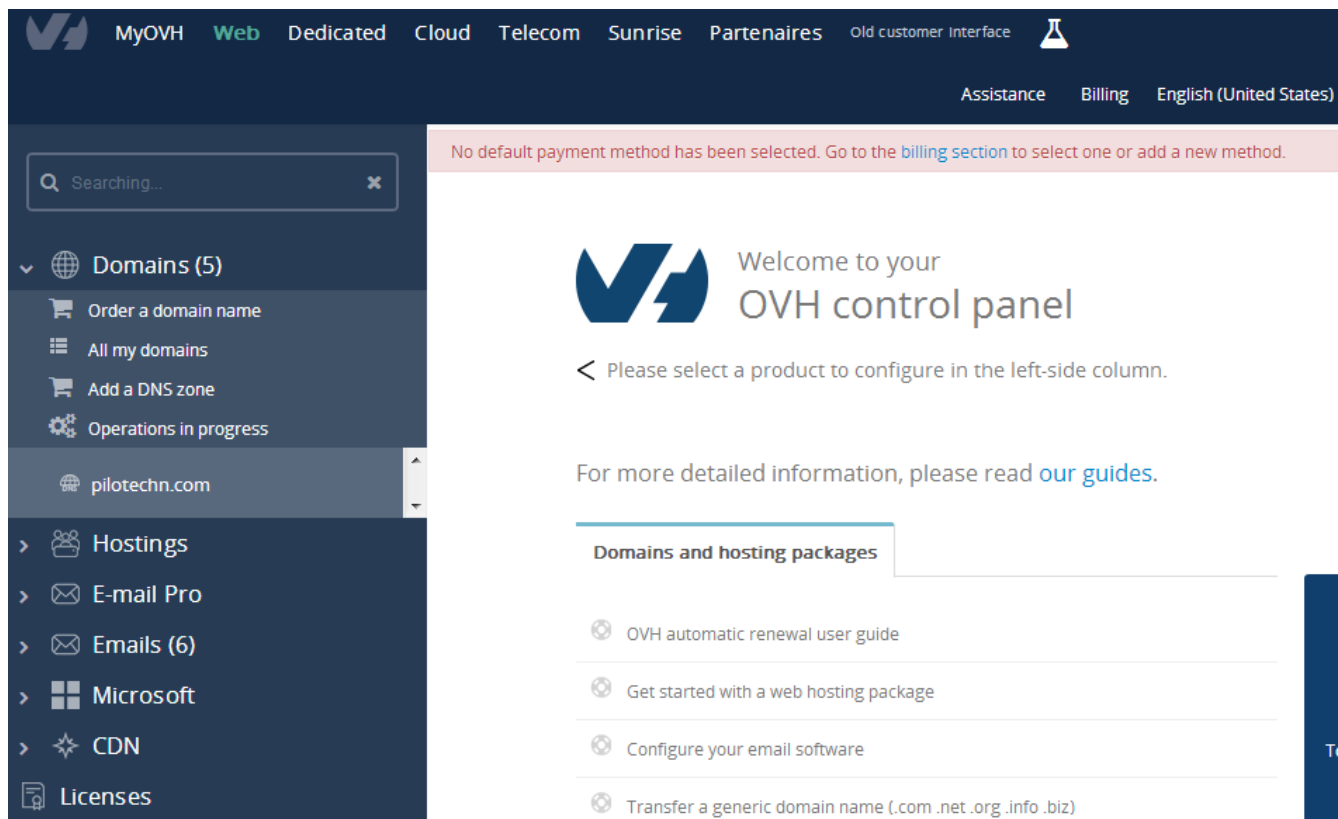
Step 1: Login into OVH servers as admin and export user accounts

1.1 Go to <https://www.ovh.ie>

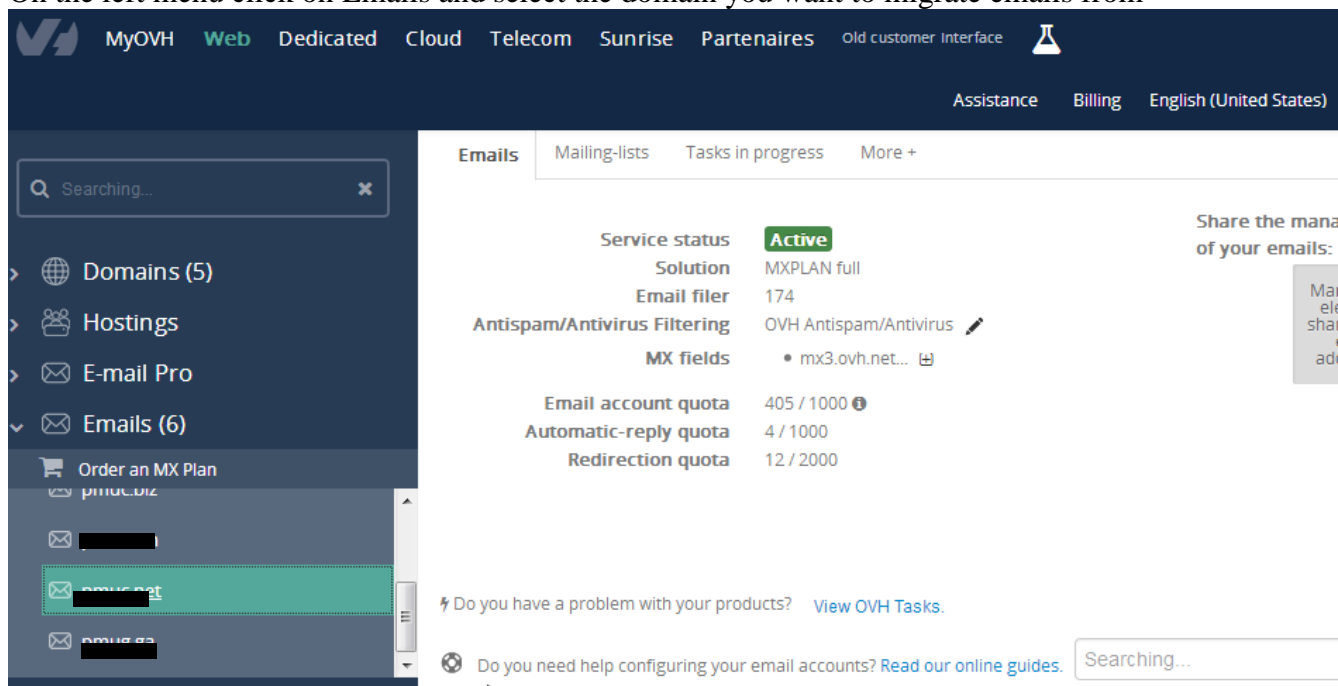


1.2 Login by clicking on control panel with an account with admin privileges

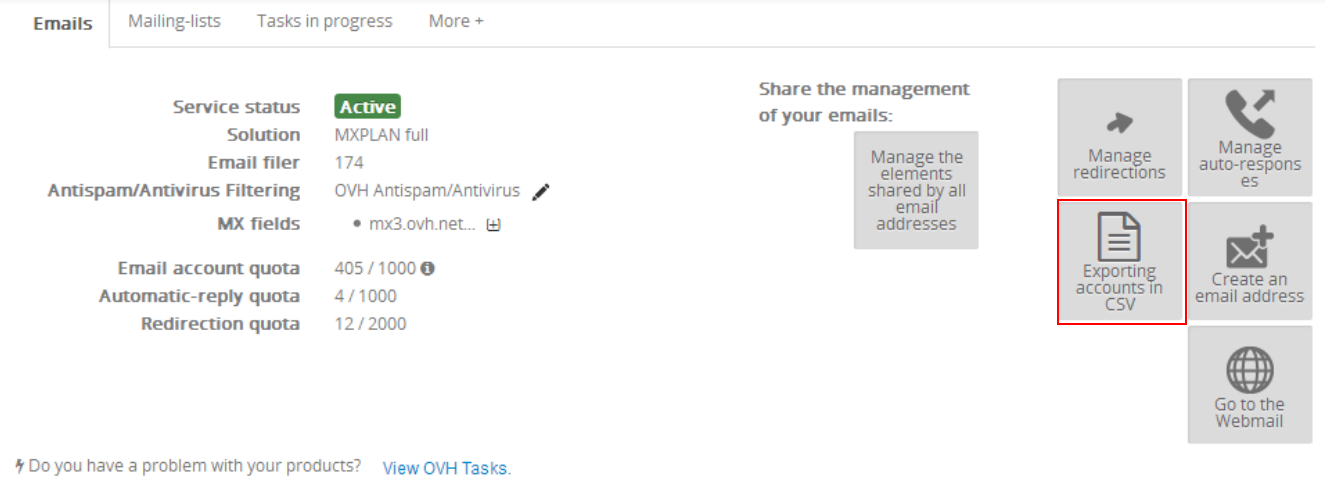




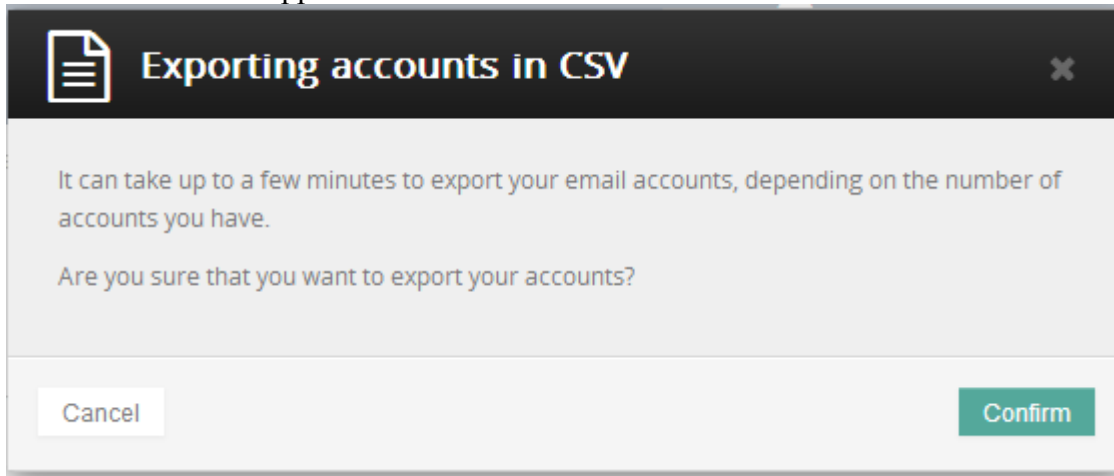
1.3 On the left menu click on Emails and select the domain you want to migrate emails from



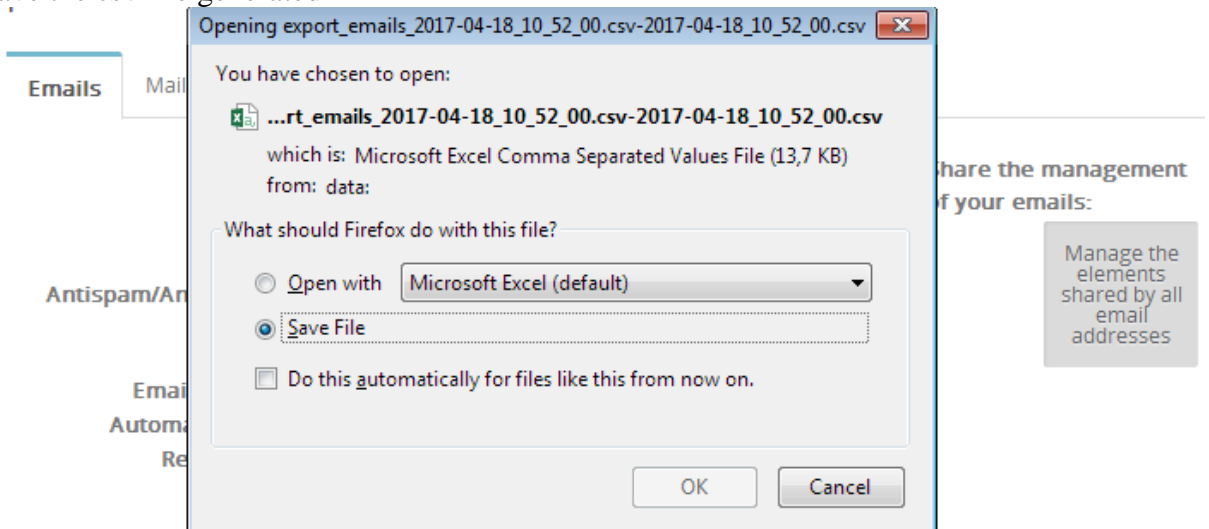
1.4 On the right side of the page, click on “Exporting Accounts in csv”



1.5 On the window that appears click on “Confirm” as shown below



1.6 Save the csv file generated



Step 2: Format and import user accounts in a csv file into O365 to create all 300 users in the tenant.

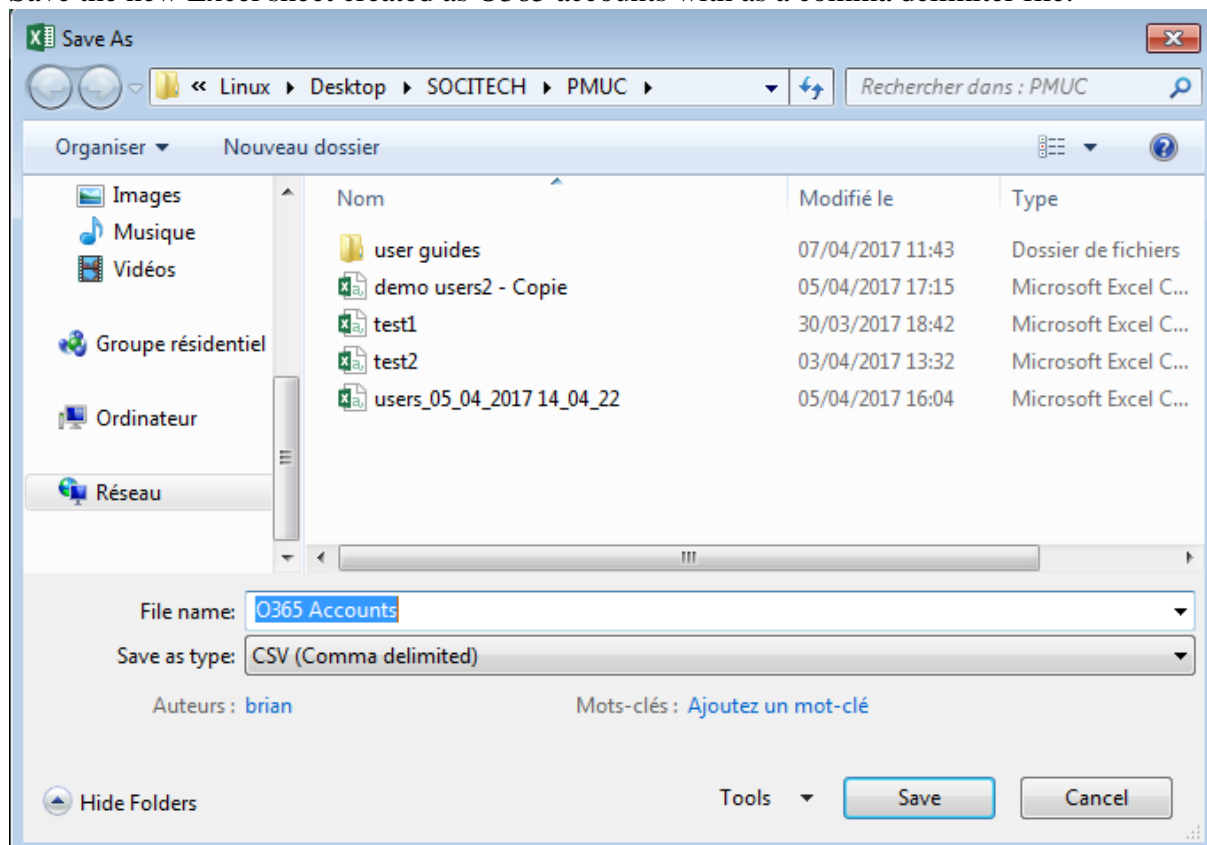
2.1 The file you save should look like this when opened in Microsoft Excel

	A	B	C	D	E	F
1	isBlocked	email	domain	description	accountName	size
2	FALSE	e...ndi@...t			e...i	5E+09
3	FALSE	l...nya@...t			l...i	5E+09
4	FALSE	d...@p...t			d...o	5E+09
5	FALSE	s...ule@...t			s...s	5E+09
6	FALSE	s...ite.info@...t			s...info	5E+09
7	FALSE	s...@...t			s...s	5E+09
8	FALSE	r...o@p...t			r...n	5E+09
9	FALSE	a...ot@p...t			a...a	5E+09
10	FALSE	a...abo@f...t			a...o	5E+09
11	FALSE	r...djol@f...t			r...l	5E+09
12	FALSE	j...eira@p...t			j...j	5E+09

2.2 Create a new Excel sheet with the following columns; *User Name,First Name,Last Name,Display Name,Job Title,Department,Office Number,Office Phone,Mobile Phone,Fax,Address,City,State or Province,ZIP or Postal Code,Country or Region.*

2.3 Add the 300 user accounts to this new Excel sheet with each account as an independent record and its details under the appropriate heading above.

2.4 Save the new Excel sheet created as O365 accounts with as a comma delimiter file.



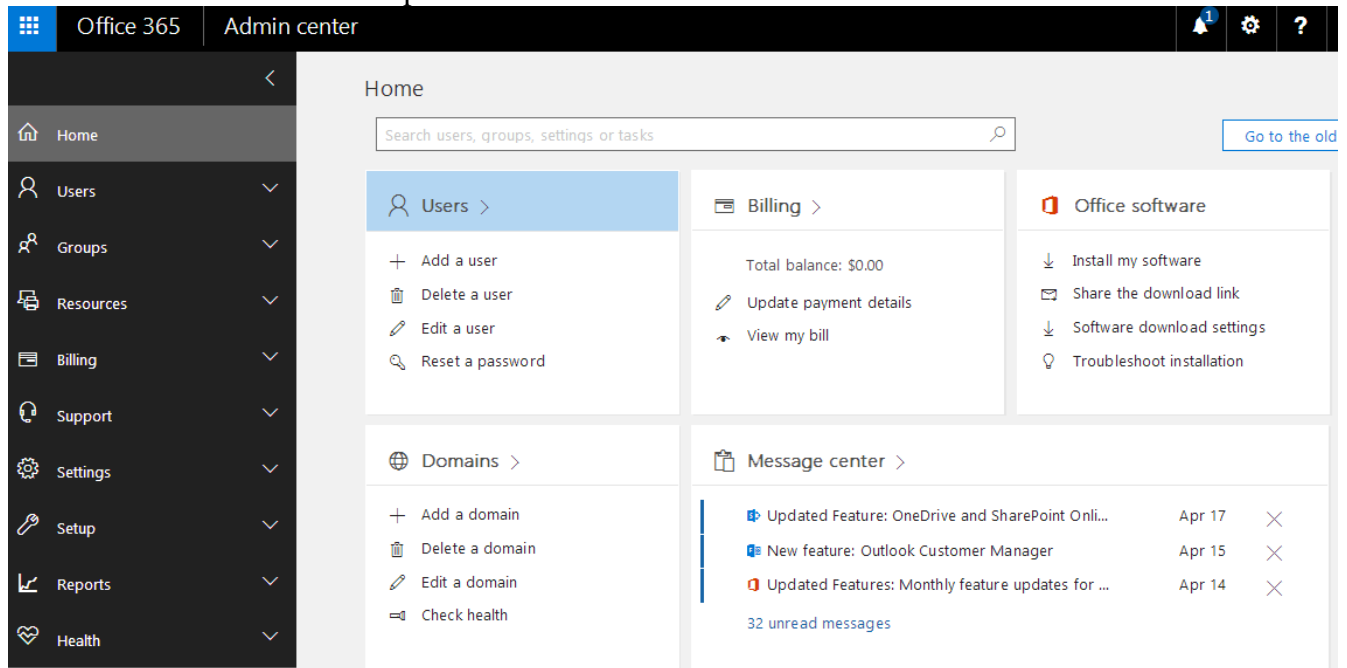
2.5 When this O365 accounts file is opened in excel after being save, it should look similar to the one below.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	User Name	,First Name	,Last Name	,Display Name	,Job Title	,Department	,Office Number	,Office Phone	,Mobile Phone	,Fax	,Address	,City	,State or Province	,Zip or Postal Code	,Country or Region			
2	amalloum@pmuc856.onmicrosoft.com	Abahassan	Abahassan	MALLOUM			(237)-233-42-86-94		(237)-233-43-93-36		Akwa	Douala	Littoral	B.P. 15375	Cameroun			
3	amoussa@pmuc856.onmicrosoft.com	Abdou	Abdou	MOUSA			(237)-233-42-86-94		(237)-233-43-93-36		Akwa	Douala	Littoral	B.P. 15375	Cameroun			
4	ada@pmuc856.onmicrosoft.com	ADA	ADA				(237)-233-42-86-94		(237)-233-43-93-36		Akwa	Douala	Littoral	B.P. 15375	Cameroun			
5	ahamadama@pmuc856.onmicrosoft.com	Adameu	Adameu	HAMADAMA			(237)-233-42-86-94		(237)-233-43-93-36		Akwa	Douala	Littoral	B.P. 15375	Cameroun			
6	ammbagnia@pmuc856.onmicrosoft.com	Adamou	Adamou	WATOU	MBOUMBAGINA		(237)-233-42-86-94		(237)-233-43-93-36		Akwa	Douala	Littoral	B.P. 15375	Cameroun			
7	abakodol@pmuc856.onmicrosoft.com	Agent	Agent	Achat	Appro		(237)-233-42-86-94		(237)-233-43-93-36		Akwa	Douala	Littoral	B.P. 15375	Cameroun			
8	adm@pmuc856.onmicrosoft.com	Alain	Alain	DIN			(237)-233-42-86-94		(237)-233-43-93-36		Akwa	Douala	Littoral	B.P. 15375	Cameroun			
9	amgoua@pmuc856.onmicrosoft.com	Alain	Alain	GOUA	WIBORA		(237)-233-42-86-94		(237)-233-43-93-36		Akwa	Douala	Littoral	B.P. 15375	Cameroun			
10	akodje@pmuc856.onmicrosoft.com	Alain	Alain	KODJO			(237)-233-42-86-94		(237)-233-43-93-36		Akwa	Douala	Littoral	B.P. 15375	Cameroun			
11	arafiat@pmuc856.onmicrosoft.com	Alain	Alain	RAFFIOT			(237)-233-42-86-94		(237)-233-43-93-36		Akwa	Douala	Littoral	B.P. 15375	Cameroun			

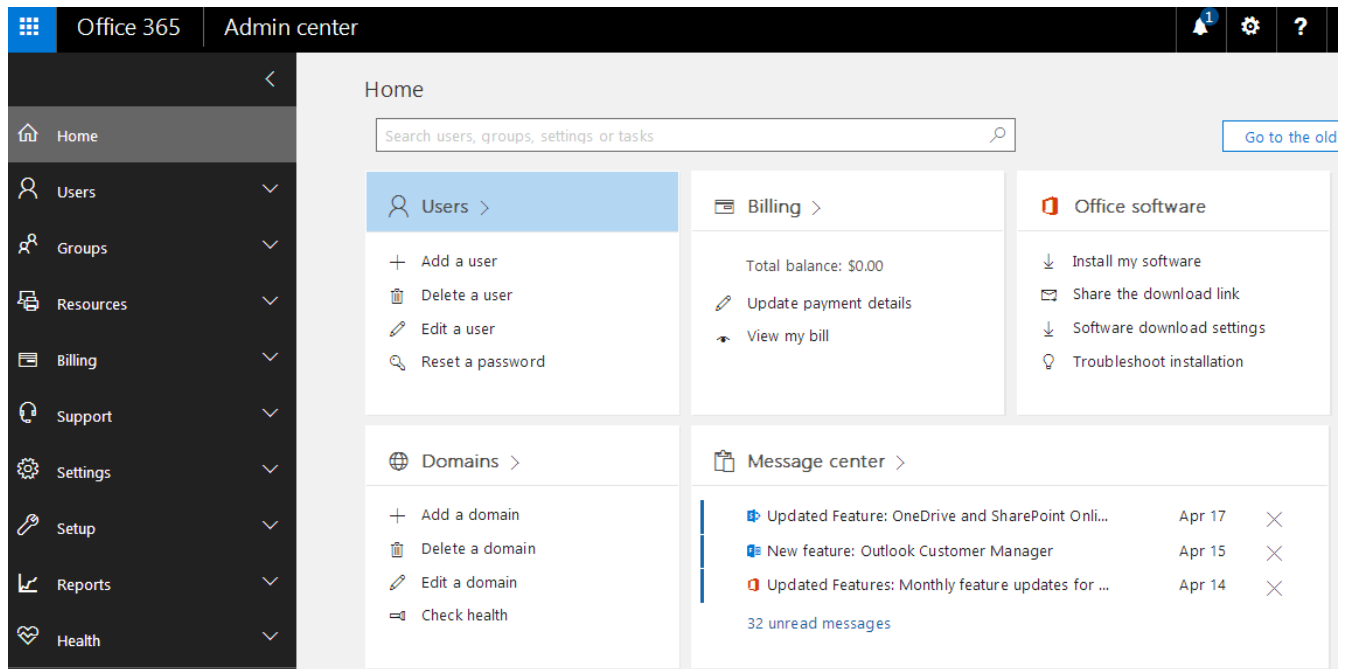
2.6 Login into the office 365 tenant as global admin

The image displays the Office 365 login and dashboard interface. The top section is the login page, which includes the Office 365 logo, a sign-in prompt, and input fields for 'Email or phone' and 'Password'. There is also a 'Keep me signed in' checkbox and 'Sign in' and 'Back' buttons. Below the login page is the Office 365 dashboard, which features a blue header with the Office 365 logo and the user's name 'Brian Mpafe'. The main area of the dashboard has a 'Good morning' greeting, a search bar for email attachments, and a row of navigation icons for Mail, Calendar, People, Tasks, Security & Compliance, and Admin. An 'Install software' button is also visible in the top right corner of the dashboard.

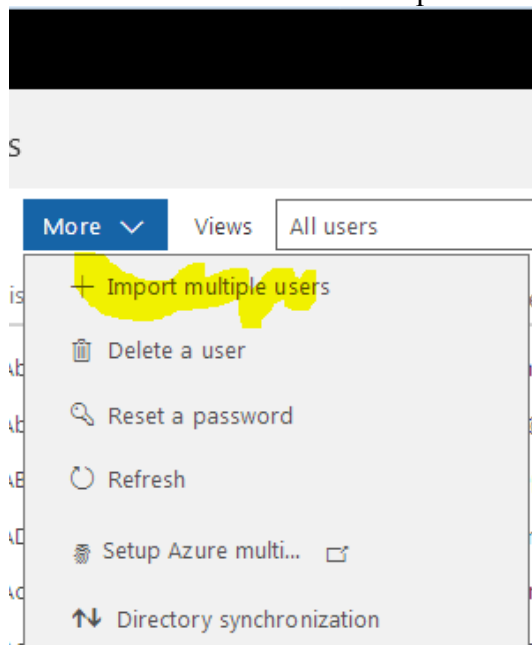
2.7 Click on the admin icon in the portal.



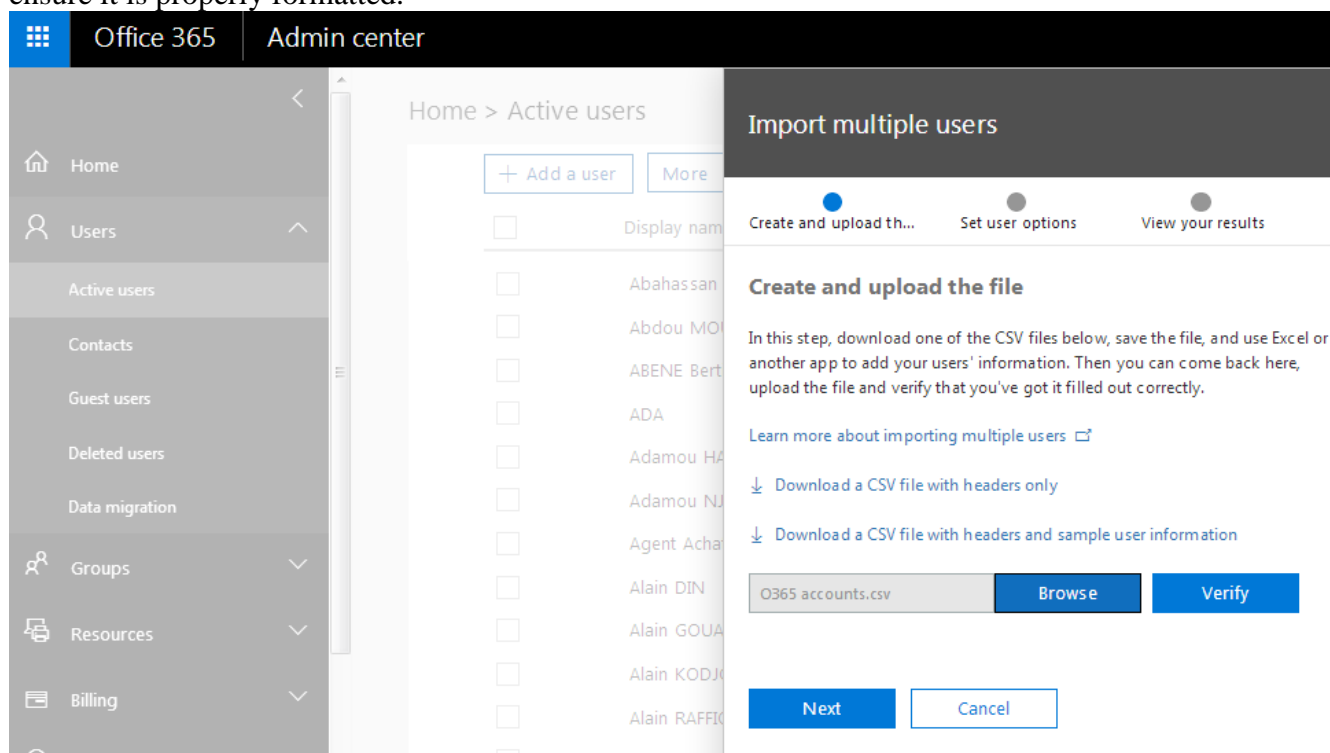
2.8 Click on the “Users” tab



2.9 Click on “More” and select “Import Multiple Users”



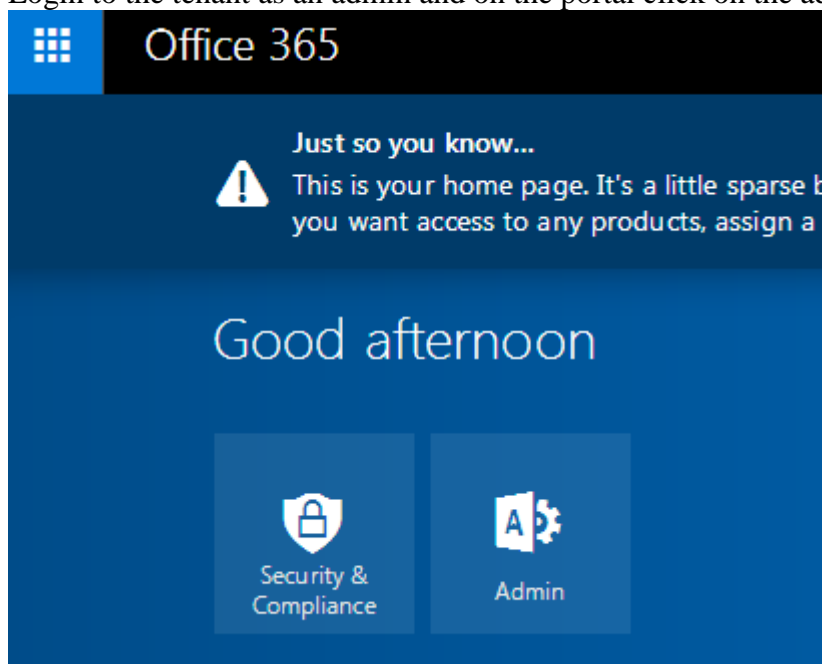
2.10 On the window that appears, browse for your saved csv file and click on “verify” to ensure it is properly formatted.



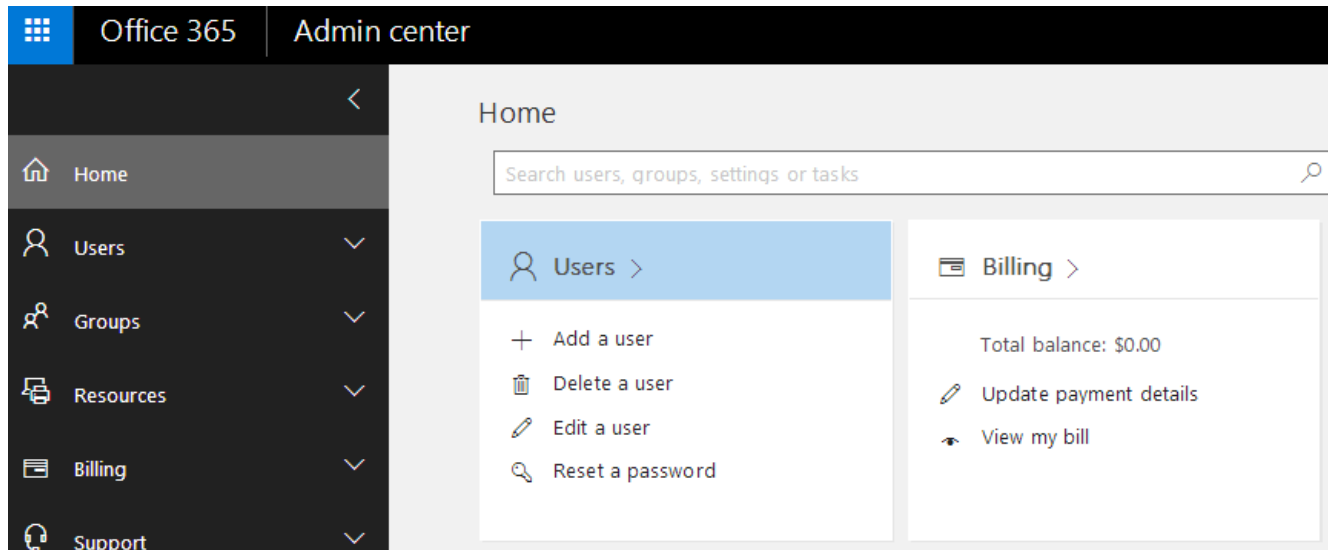
2.11 Click Next and answer other questions posed in the screens that follow to import all the users.

Step 3: Give all 300 users in the tenant a default password and their required licenses

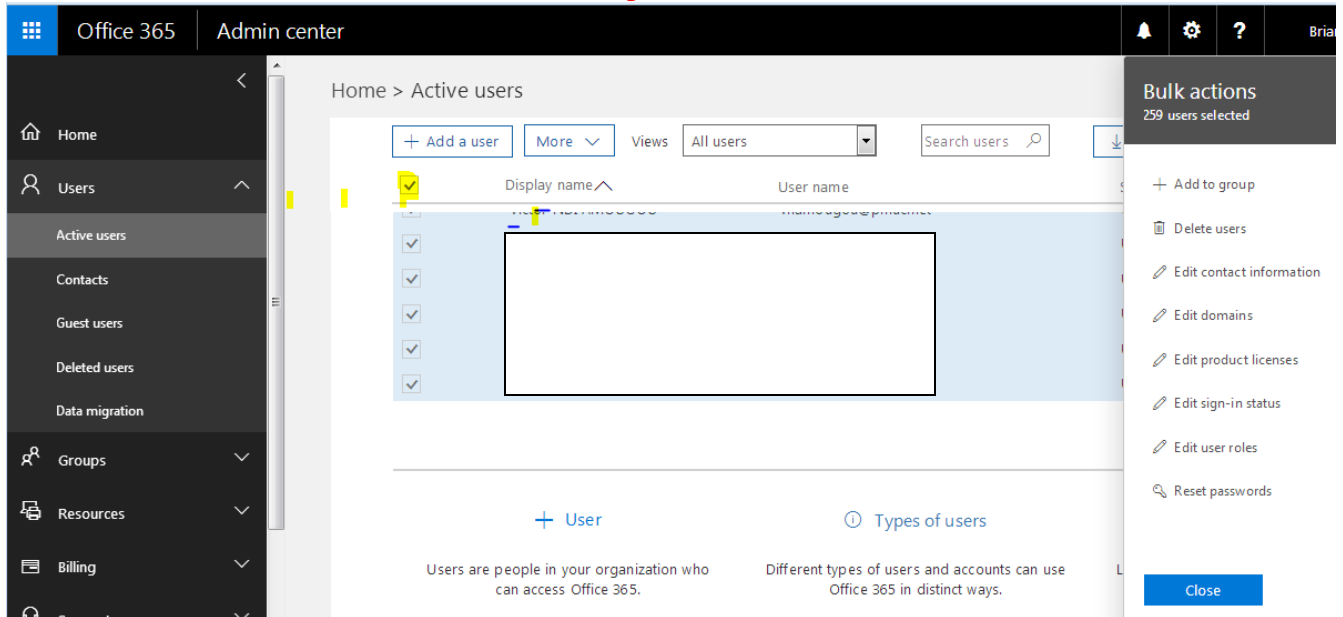
3.1 Login to the tenant as an admin and on the portal click on the admin icon.



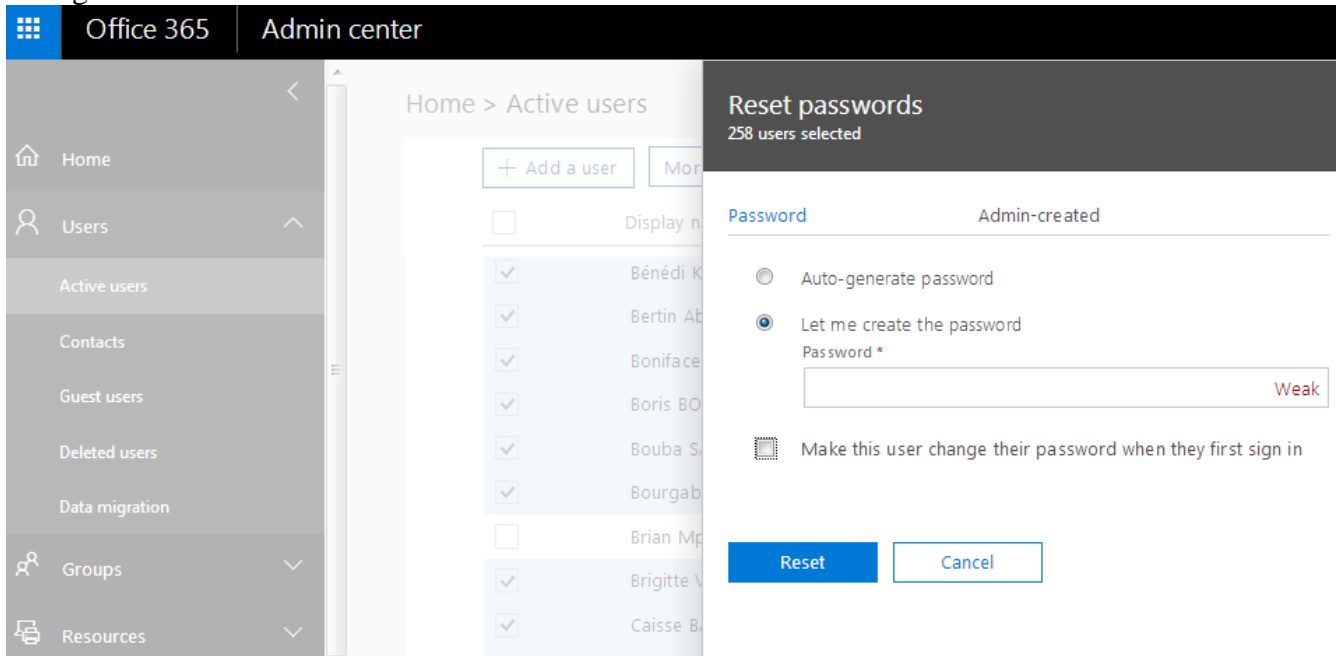
3.2 Click on the “Users” tab for a list of all users



3.3 Scroll down to the last user in the list then “check all” users as shown below. This action will select all users. After all users are selected, uncheck the username for the admin account (since an admin cannot be allowed to reset his account password in a bulk action).



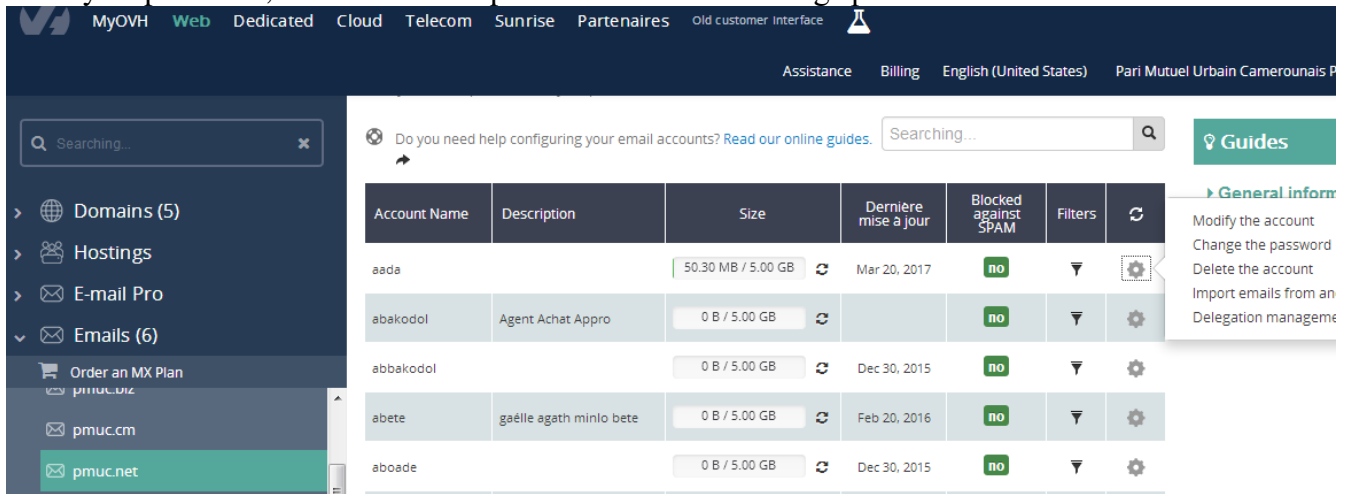
3.4 For the remaining account selected, Click on “reset passwords” on the “Bulk Actions” list on the right of the window.



3.5 Choose “Let me create the password” type in the new password and uncheck the “Make this user change...” check box and click “Reset”.

Step 4: Modify the passwords of all 300 user accounts in the OVH mail servers i.e give them the same default password. (This would help in future).

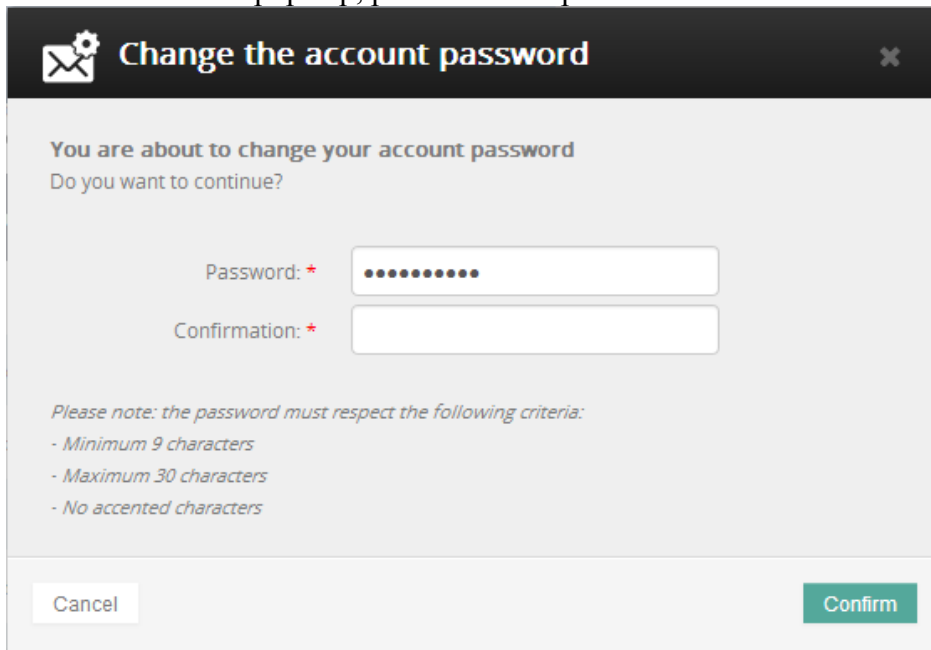
4.1 Login into the OVH control panel and go to the Emails sections as indicated previously. Slect the domain with the emails you wish to change passwords for. Then on every email you wish to modify its password, click on the setup button and select “change password” as shown below.



The screenshot shows the OVH control panel interface. The top navigation bar includes 'MyOVH', 'Web', 'Dedicated', 'Cloud', 'Telecom', 'Sunrise', 'Partenaires', and 'Old customer interface'. The main content area displays a table of email accounts. The table has columns for 'Account Name', 'Description', 'Size', 'Dernière mise à jour', 'Blocked against SPAM', 'Filters', and a settings icon. The 'abakodol' account is selected, and a settings menu is open, showing options like 'General information', 'Modify the account', 'Change the password', 'Delete the account', 'Import emails from an', and 'Delegation management'.

Account Name	Description	Size	Dernière mise à jour	Blocked against SPAM	Filters	Settings
aada		50.30 MB / 5.00 GB	Mar 20, 2017	no	▼	⚙️
abakodol	Agent Achat Appro	0 B / 5.00 GB		no	▼	⚙️
abbakodol		0 B / 5.00 GB	Dec 30, 2015	no	▼	⚙️
abete	gaëlle agath minlo bete	0 B / 5.00 GB	Feb 20, 2016	no	▼	⚙️
aboade		0 B / 5.00 GB	Dec 30, 2015	no	▼	⚙️

4.2 In the window that pops up, put in the new password and click “Confirm”



The dialog box is titled 'Change the account password' and contains the following text and fields:

You are about to change your account password
Do you want to continue?

Password: *

Confirmation: *

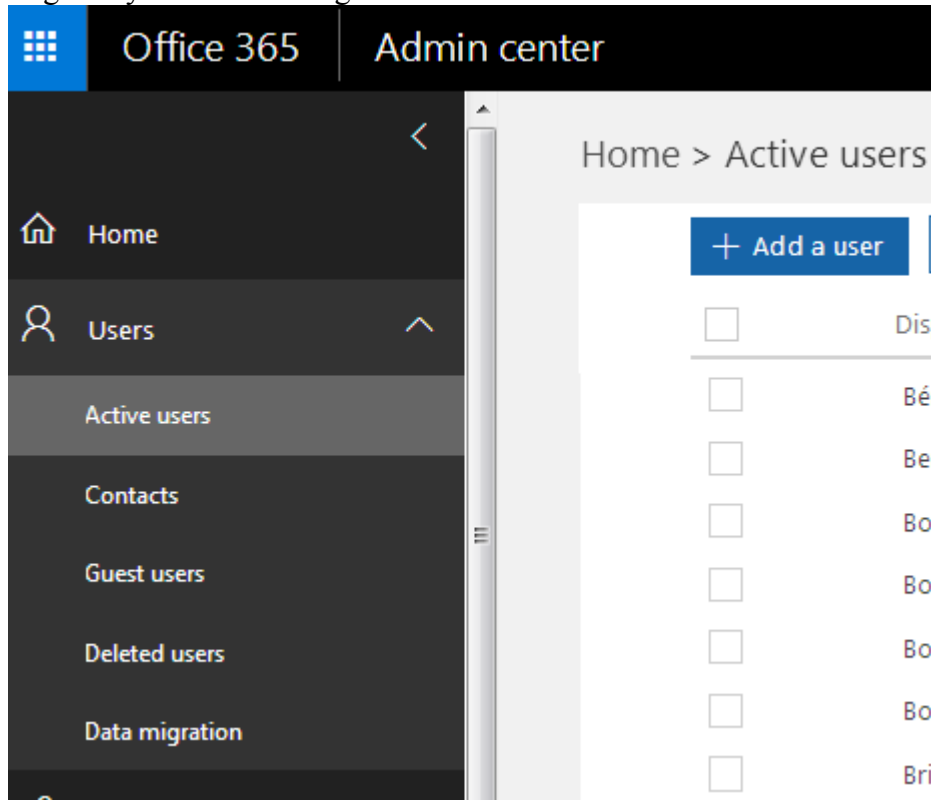
Please note: the password must respect the following criteria:

- Minimum 9 characters
- Maximum 30 characters
- No accented characters

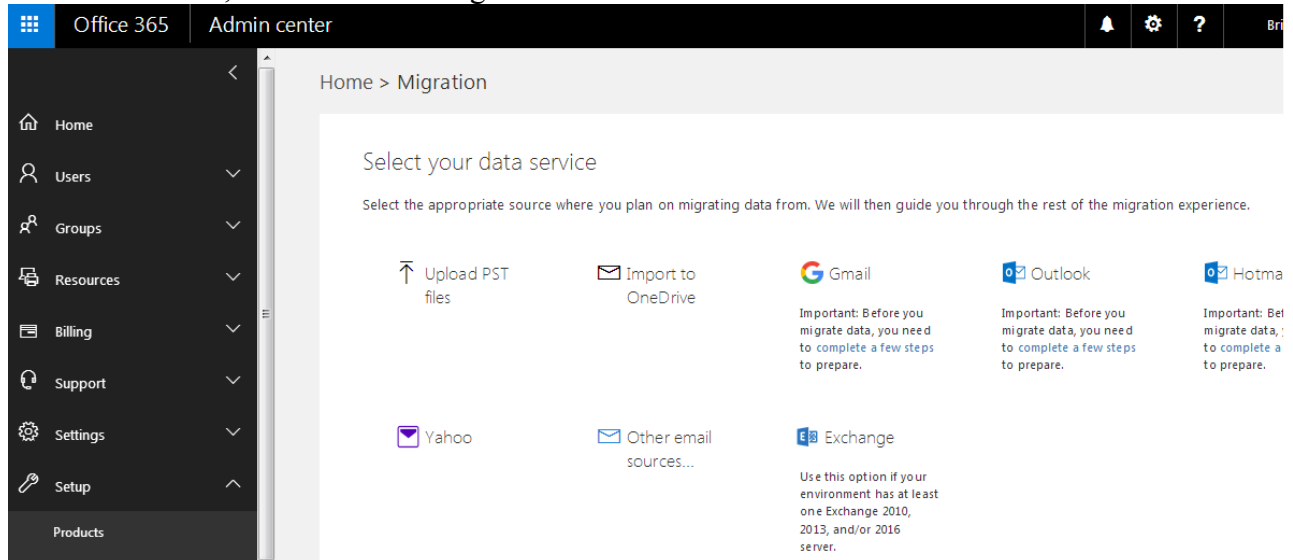
Buttons: Cancel, Confirm

Step 5: Use the Migration Utility provided by O365 to migrate the mails.

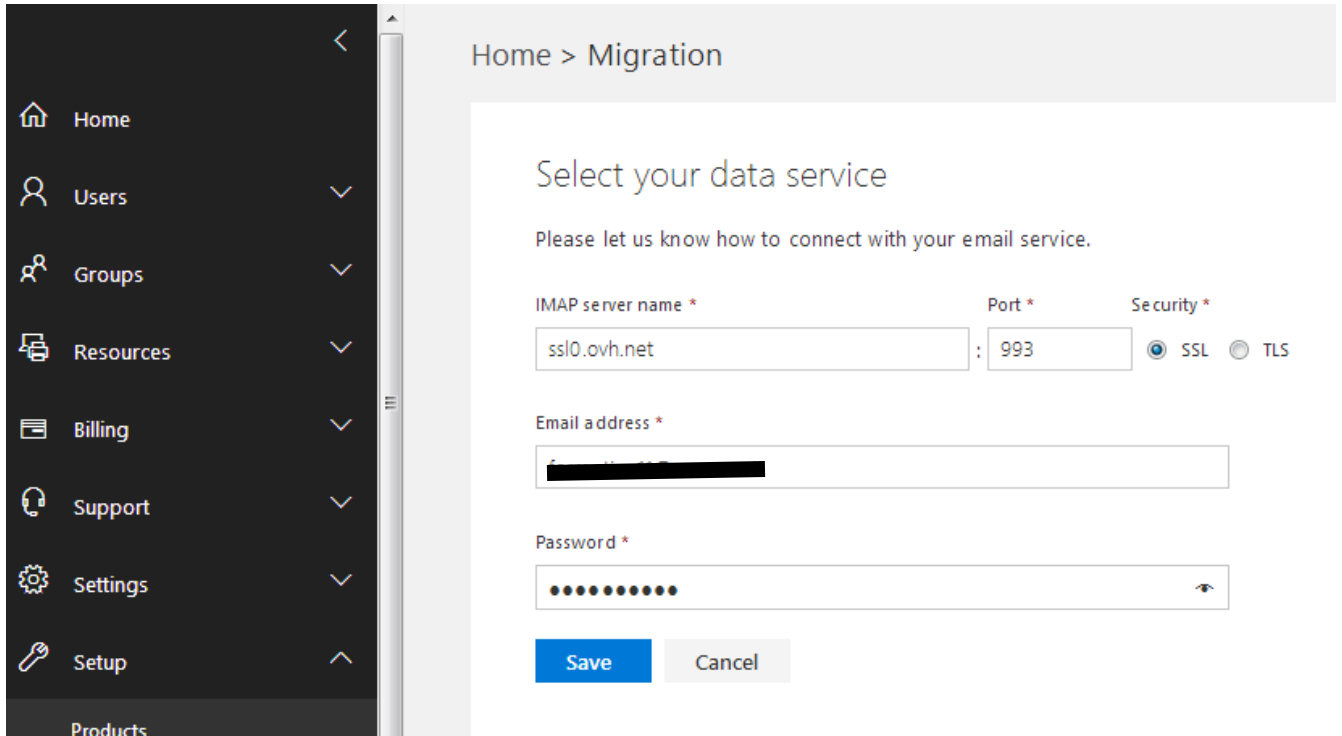
5.1 Login to your tenant as a global administrator and click on the “Users” tab.



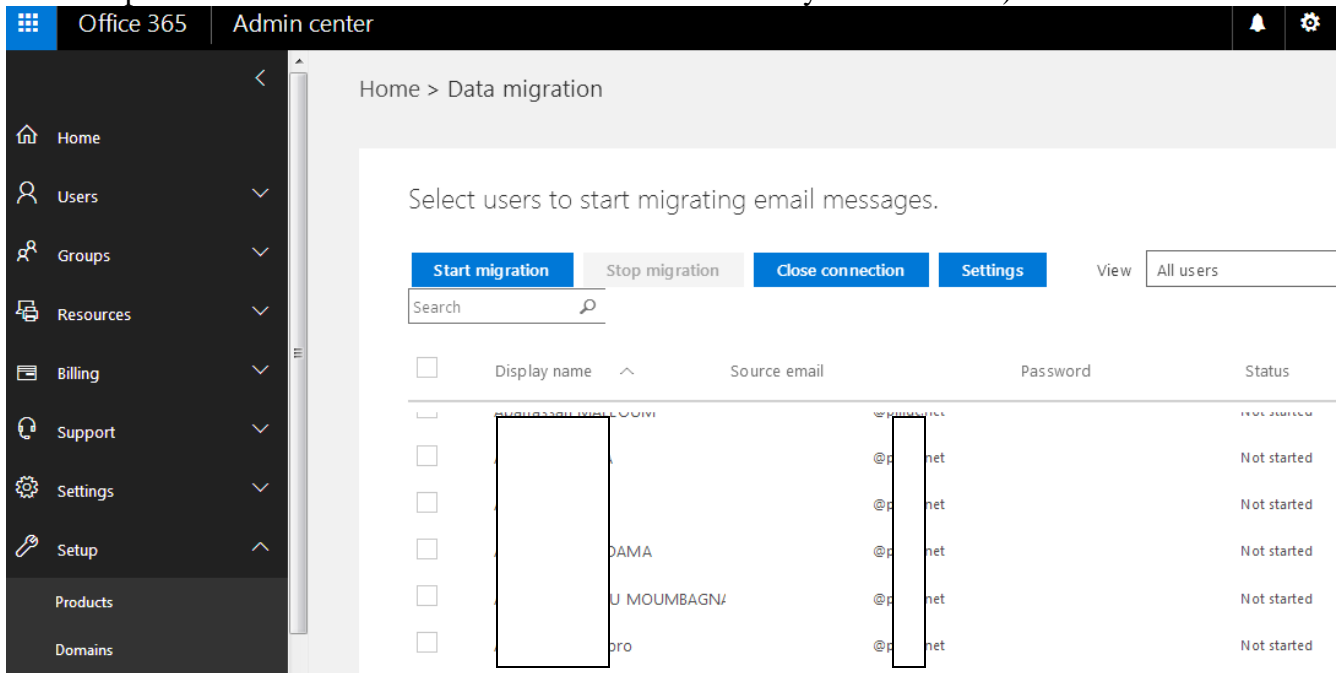
5.2 On the left menu, click on “Data Migration” and select “Other email sources...”



5.3 Input the details of the OVH source imap server (Usually: ssl0.ovh.net) and its designated port (Usually: 993) and the email address and password of an existing account on the OVH Servers and click “Save” as shown below.



5.4 The window that pops-up shows a list of all existing users in your new Office tenant and columns for source email and password. On the source email column, add the email addresses of OVH email accounts you would want to migrate to this new account and on the password field the password for the OVH email account. (Note: If you had modified all the passwords to a default password for all the OVH accounts this would make your life easier.)



After inputting the email and passwords for the accounts you want to migrate, click on “Start migration”

5.5 The status column would indicate the status of each migration and would indicate completed when each one is finished. After all is complete, click on “Close connection”.

Step 6: Finish configuring the tenant so that mails start being routed to O365 and NOT OVH.