Greetings University Community,

Metropolitan State University will migrate to Minnesota State’s Office 365 Shared Tenant November 8 – 10, 2019. Frequent updates and self-migration tasks that you are encouraged to complete pre / post migration will be communicated in these weekly emails. Additional information can be found at www.metrostate.edu/O365.

This Week’s Spotlight:

Freeze and Major Outage Dates (October 25 through November 10, 2019)

Due to the Office 365 Migration requirements, there will be freeze dates and a major outage on select applications and services. These are crucial steps for a successful migration and will impact your access. Review O365 Migration: Freeze and Major Outage Dates.

Migration Impact on Personal Content

There will be some impact to existing files and saved content. Determine if you need to complete any pre-migration work to ensure that you have access to files you might need during and after the migration. Review O365 Migration: Impact on Personal Content.

Pre-Migration Checklist

The migration will transfer most of your Outlook items including mail, folders, global address book and calendar items. However, personal settings will not transfer. Before the migration we encourage you to capture and save personalized Outlook settings in order for you to easily recreate them after the migration. Review O365 Migration: Pre-Migration Checklist.

Office 365 Shared Tenant Migration Timeline

OneDrive and New Account Creation Freeze: October 25 – November 10, 2019

Major Outage of email, Office 365 Online, and select applications: November 8 – 10, 2019

New Office 365 Logins effective November 11, 2019

Questions?

Please let us know if you have any questions about our communications as they are imperative to the success of this transition.
If you have any issues or questions, please don’t hesitate to contact us at (651) 793-1240 or visit our service portal (services.metrostate.edu) to report an incident.

⚠️ Get Help