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Binary Tree Archive Migrator for Notes 20.14

User Guide

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Quest Software Inc.

Attn: LEGAL Dept

4 Polaris Way

Aliso Viejo, CA 92656

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Legend

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CAUTION: A CAUTION icon indicates potential damage to hardware or loss of data if instructions are not followed.

IMPORTANT, NOTE, TIP, MOBILE, or VIDEO: An information icon indicates supporting information.

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Section 1: Overview

Archive Migrator for Notes features a new name and logo, but is the same, trusted product previously known as Notes Archive Migrator.

Archive Migrator for Notes is a companion solution for Migrator for Notes which allows your end-user community to find, select, and replicate their local Notes mail archives in preparation for migration.



The software formerly known as 'Lotus Notes' or 'IBM Notes' is referred to throughout this document as "Notes".

After configuration, the administrator can send a message with a button to launch the Local Archive Discovery application to each user. The Local Archive Discovery application steps the user through the discovery and selection of their mail archives. Once selected, the archives are replicated and prepared for migration. Archives can then be automatically migrated or the administrator can manually migrate them depending on how the process is configured.

Section 2: End User Workstation Requirements

Notes

• Notes 7 to Notes 12

Domino

• Domino 7 to Domino 12

Other

- .NET 4.0 or higher (usually installed with Windows)
- Rights to run an application and detach EXE and DLL files to the HCL Notes Program directory

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Section 3: Archive Migration Management Database Requirements

- This is a post migration tool. If a user has not been migrated using Migrator for Notes, all user(s) that have archives to be migrated and receive the Local Archive Discovery application communication will need to be imported into the Migrator for Notes database.
- If migrations are going to online Archives, the Match process using PowerShell will need to be run after the online archive mailbox is created to get the location of the archive file.
- For information to be staged to the Domino server, the Security setting in the Domino server document must be set to allow all users to "Create databases & templates" on the Domino server. Even though Replication is used to create the replica and populate the databases, Domino security requires user has rights to create new databases.
- The Domino server document must be set to allow all users to "Create new replicas" on the Domino server.

Server	
Basics Security Ports S	erver Tasks Internet Protocols MTAs Miscellaneous Transactional Logging
Administrators	
Full Access administrators:	P JM
Administrators:	°
Database Administrators:	
Full Remote Console Administrators:	
View-only Administrators:	
System Administrator:	
Restricted System Administrator:	°
Restricted System Commands:	r _
Obsolete as of Domino 6: Administer server from a browser:	r
Security Settings	
Compare public keys:	
Log public key mismatches:	
Allow anonymous Notes connections:	C Yes © No
Check passwords on Notes IDs:	C Enabled
Server Access	Who can -
Access server:	users listed in all trusted intectories
	and "
Not access server:	
Create databases & templates:	
Create new replicas:	
Create master templates:	
Allowed to use monitors:	
Not allowed to use monitors:	

• Database must be located on a Domino server and signed with an ID that has "Sign or Run unrestricted methods and operations" rights.

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Server	and a second second second	
asics Security Ports S	erver Tasks Internet Protocols MTAs Miscellaneous Transactional Loggi	ing Shared Mail DAOS Lotus Traveler Administration
Administrators		Programmability Restrictions Who can -
Full Access administrators:	° an	Sign or run unrestricted methods and
Administrators:	° . •	Sign agents to run on behalf of someone
Database Administrators:	" a 🖬	Sign agents or XPages to run on behalf of the invoker:
Full Remote Console Administrators:	° . I	Sign or run restricted LotusScript/Java
View-only Administrators:		Run Simple and Formula agents:
Bystem Administrator:	⁶	Sign script libraries to run on behalf of someone else:
Restricted System Administrator:		The following settings are obsolete as of Domino 6. They are used for compatibility with prior versions only:
Restricted System Commands:	r J	Run restricted Java/Javascript/COM:
Obsolete as of Domino 6: Administer server from a browser:	^с лм.	Run unrestricted Java/Javascript/COM:

• Manager rights to the Migrator for Notes database and the user's old Notes production mailbox.

Section 4: Configuration

Creating a Migration Profile

The destination of the migrated archives is defined by the Migration Profile. The steps included in the Creating Migration Profiles section of the *Migrator for Notes Installation and Configuration Guide* should be followed to create the Migration Profile. In general, the default selection should be used when creating the profile except for the following settings:

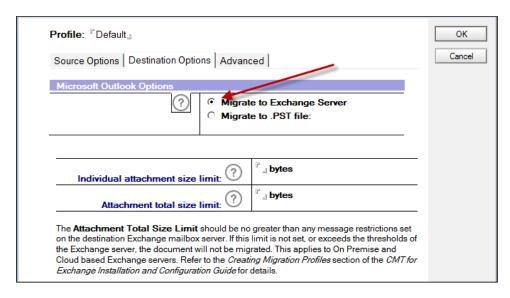
• Under the Source Options tab, the Migrate empty folders option should be unchecked. This will speed up the migration process by skipping folders that do not have content to be migrated.

Default Profile		X
Profile: [®] Default_		ОК
Source Options Destination Opt	ions Advanced	Cancel
Migration Options		
Message Types: ?	All message types Message of type:	
Date Filter: ?	Start 16 End: 16	
Migration Log Level: ?	 Ĝ Minimal C Normal C Verbose 	
Skip folders named: 🕐	° .	
	Migrate empty folders	
Lotus Notes Options		
Migrating Sent items: ?	Migrate to the Outlook Sent Items folder Preserve custom folder name if possible	
	1	

 Under the **Destination Options** tab, select to either migrate the archive to an Exchange Server or to a .PST file.



If selecting a PST file as the destination, a folder for the PST files must be specified as well as a process to supply the user access to the PST file because all PST files will be deposited in the same location.



Mail-enabling Migrator for Notes Database

A Mail-in Database Document is required for mail to be delivered to the newly created server copy of the Migrator for Notes database. Follow the procedure detailed in the Configuring Required Settings: Mail-enabling Migrator for Notes Database section of the *Migrator for Notes Installation and Configuration Guide* to copy the database to the server and create a Mail-In database document for the Migrator for Notes database.

Local Archive Discovery

The Archive Migration is configured in the Settings under 1. Configuration. Configure the Local Archive Discovery settings under the **End user archives** tab.

BINARY TREE Powering Exterprise Transformations*
Required Settings Email Repliability Mail File Processing User Provisioning Office 365 End user archives Re
(PREFERRED) Configure these settings if you will be sending users the discovery tool executable to identify any local archives that reside on the user's workstation. The tool has the ability to decrypt documents within the databases in preparation for the migration. The last step when using the tool will be to replicate the identified file(s) to a central Domino server, where they will be migrated to the destination defined. After replication is complete, the CMTe Database will receive a notice that the user has completed the replication of data and the migration process can be configured to start automatically.
Local Archive Migration Profile:
Templates to Search For:
(2) "Archive
Archive Path folder identifier:
Migration Account Canonical Name: ? *
Archive Migration Process: Archive Signation Process:
Migrate data to:
Attachment Handling:
Allow Opt Out: ? Yes I
Allow mail file replication: ? Yes
Archive migration control center: ? "

• Local Archive Migration Profile: Select the migration profile that will be used for the migration. The selected migration profile from the Migration Control Center (MCC) being used for the migrations. This setting will automatically set all created person documents to the selected migration profile. This setting allows scheduled migrations to occur without the need to manually set the migration profile for each user.



Migration profiles are unique to the Migration Control Center (MCC).

- **Templates to Search For:** The list of templates to search for on the end user machine. This list should include the template names being used for local archives in the organization. Use the template name, such as "inotes6" or "dwa6"; not the template filename. Typically, this list should not need to be changed. However, the name of any custom corporate mail templates being used should be added.
- Decrypt content when copied: Select one of the below options from the drop-down list.
 - Yes: During the replication process, encrypted documents are decrypted for data migration. This option does not affect the encryption settings on the source. This is the

recommended option.

- No: During the replication process, encrypted documents are not decrypted for data migration.
- *User:* The end user will be presented with the option decrypt documents when using the Local Archive Discovery application.
- Mailin CMTe DB SMTP: Add the SMTP address that will be used by the Archive Migration to send information back to the Migrator for Notes. The SMTP address can be found in the Migrator for Notes mail-in database document. Open the **Required Settings Additional** tab and click on the **Open Mail-in Db Doc** button to retrieve the SMTP address.
- Archive Staging Server: The Domino server where the archives will be created. All users must have permissions to create databases and templates. Only one server can be selected. If this setting is not defined, archives will be stored on the end user's hard drive.
- **Top Level Archive Path:** The folder path where the archives will be created on the Archive Staging Server. This is the "top level" folder name for all archives created by the Local Archive Discovery application on the server's data directory. Note that under this folder, the user's Short name (recommended option) will be used as the next folder name level to categorize the archives by user. This also prevents issues with two users have the same archive file name. This option can be changed in the next setting, **Archive Path folder identifier**.
- Archive Path folder identifier: Select one of the below options from the drop-down list.
 - o *SMTP address:* Each user archive folder will be identified by SMTP address.
 - Short name: Each user archive folder will be identified by Short name. This is the recommended option.
 - Full name: Each user archive folder will be identified by Full name. If your organization
 has multiple individuals with the same full name, it is recommended to use SMTP
 address or Short name which must be unique.
- **Migration Account Canonical Name:** Select the Domino Account being used on the migration workstation. This will be added to all ACL when they are replicated to the Domino server. This account is also used to configure the Notes clients on the migrations workers. This migration account must have Archive Database ACL permissions "Manager Access".
- Archive Migration Process: This value determines what to do with the migration after the user has completed the discovery and replicated data to the central Domino server. Select one of the below options from the drop-down list:
 - Automatically schedule archives for migration: After the user has completed the discovery and replicated data to the central Domino server, the migration documents will be created and automatically sent to the Migration Control Center. If multiple control centers are configured, the field "Archive Migration Control Center" is used to define which control center is used for migration. No administrator action is required for the migration to start and will just require monitoring of the migrations. This is the recommended option.

- Manually migrate archives: After the user has completed the discovery and replicated data to the central Domino server, the migration documents will be created and set to the step "2.Mail File Migration/Migration/2.Migrate" with a status of "Ready to migrate" This will require the administrator to take ownership of managing the migration and submit them to the MCC for data migration.
- *Enable scheduled agent/Disable scheduled agent:* Enables or disables the agent from polling for migration documents that can be migrated.

If **Enable scheduled agent** is selected, by default the agent will be enabled on the copy of the Migrator for Notes database, which usually is located on the Domino server.

To "automatically schedule archives for migrations," the scheduled agent cannot be enabled on the Domino server copy because it will not be able to access the SQL database on the controller. You must make a local replica of the database in the controller machine's data directory. To make a local replica of the database, follow the steps below:

1. Navigate to the Domino server and open the Migrator for Notes database; then choose **File > Replication > New Replica:**

File	Edit View Create Actions Tools	Wir	ndow Help
	New Open Close Esc		
	Save As Ctrl+Shift+S AutoSave	-	
	Application	-	1 june
	Replication	(5)	Replicate
	Locations	8	Options for this Application
	Import Export		History Change Schedule
	Page Setup Print Preview		New Replica Find Replica

2. Create a local, non-encrypted replica:

Create Replic	a For Applicatio	n	? ×
Replica w	ill be created o	n Local	
Application			
Server	Local		•
File path	cmt\Notes Migra	ator.nsf	
📄 Replica S	Settings		
Encrypt	the replica using	Strong Encryption *	
Create f	ull text index for se	earching	
Copy Ac	ccess Control List		
Create I	mmediately		More Settings
	lication and any fu has 16.07 GB av	ull text index is 25.2 MB ailable	
		ОК	Cancel

3. Once created, open the local replica in the Notes Designer client and choose **Code > Agents**; then double-click the agent **Scheduled – Migrate Archives**:

Notes Migrator.nsf - Agents - IBM Domino Designer		
File Edit View Create Design Navigate Tools Search	Project Window Help	
1669 2662 2612 21#63	恭 + ≁ + ↓ = ↓ + ↓ -	
Applications	A Home 🗴 😝 Notes Migrator.nsf - Agents 🗴	
	🔏 New Agent 🛷 Enable 🔕 Disable 🖉 Sign	
	Name Alias	Туре
		LotusScript
		LotusScript
		LotusScript
2e		LotusScript
		LotusScript
		LotusScript
- (LotusScript
cmt/Notes Migrator.nsf		LotusScript
E Forms		LotusScript
Views		LotusScript
Folders XPages		LotusScript LotusScript
P Custom Controls		LotusScript
Framesets		LotusScript
Pages		LotusScript
Shared Elements		LotusScript
Code		LotusScript
Rents Rents	(Set Mail Routing from 0302 pack to Note: NABFliptoNotesFromo3	
Shared Actions	Scheduled - Migrate Archives MigrateArchivesSchedul	
🗇 Script Libraries	Clear delegation fields LONGFIELD clear delega	Simple Action
Database Script	1. Work With Files\1. Import Any Field Valu ImportAnyField	LotusScript

 On the Basics tab, click the Schedule button; when the Agent Schedule dialog box appears, select the Choose server when agent is enabled checkbox; click OK and save the agent:

Objects Reference	Scheduled - Migrate Archives - (Options)	
 Scheduled - Migrate Arch (Options) (Declarations) Initialize Terminate initializeServerList 	Option Public Option Decla Agent Schedule Use " " Sub Initiali Run Agent More Than Once a Day On Error Dim s As Dim db A Between times Dim vc A Dim vc A Dim vc A Alday Dim view Restrict Dates When Agent Runs Dim full Dim view Dim full Dim view Dim full Dim view Dim dci Stat running agent on this date Dim sett Dim sett Dim dci Dool nu agent on weekends Dim dci Choose server when agent is enabled Set db = OK) <u>i5</u>) <u>i5</u>) <u>i5</u> he MigrationServe
4 III >	< [
Basics Security Document Selection	Schedule	Private earch in search bar menu ighlights in document background client thread this agent

- 5. Next, to be sure local agents are enabled on the Notes client on the controller, do the following:
 - a. Choose File > Preferences from the Notes menu:

File	Edit View	Create	Actions	Tools	W
	New			+	te
	Open				P
	Close			Esc	
	Save As		Ctrl+S	hift+S	l
	AutoSave			+	
	Application			×	ľ
	Replication			•	L
	Locations			•	ľ
	Page Setup				
[Preferences				
82	Properties	10	Alt+	Enter	I

b. Choose **Basic Note Client Configuration**; click the **Enable scheduled local agents** checkbox and click **OK**:

 Accounts Basic Notes Client Configure Calendar and To Do Contacts Feeds Fonts and Colors Live Text Locations Locations Log Settings Mail Notes Ports Replication and Sync Sametime Meeting Rooms Search Spell Check Toolbar Web Browser Windows and Themes XPages Performance XPages Performance Statup and shut down Enable scheduled attachments Y Drag and drop saves as ent life Preserve esting for participation of the state of	type filter text	Basic Notes Client Configuration	n	🦾 🔹 😅 🔹 🗣
P Totolat ✓ Do not prompt when exiting from your client Web Browser Do not inform me that I am a roaming user when I switch ID Widgets Do not prompt when folking a document with edited attachments Windows and Themes Do not prompt when forwarding a document with edited attachments XPages Performance ✓ Show check marks in margin for selected documents ✓ Dag and drop saves as em life ≡	 Accounts Basic Notes Client Configure Calendar and To Do Contacts Feeds Fonts and Colors Live Text Locations Log Settings Mail Notes Ports Replication and Sync Sametime Sametime Search Spell Check 	Startup and shut down Empty trash on application close (if not emptied at a timed interval): Always AutoSave every 15 minutes Display Default Fonts Additional options Use Notes (not Web) query syntax in ti Treat shortcuts as files when selecting Disable type-ahead for all name fields a Compress image pasted into docume	Local application folder: c:\Program Files (x86)\BM\Notes9\Data Check subscriptions Scan for unread P Enable scheduled local agents he view search bar in file dialogs and use the Notes Basic type-ahead its	\$ ₽ • \$ • •
Enable alternatic keyboard shortcuts (for example, CTRL+R=Reply)	Web Browser Widgets Windows and Themes	 Do not prompt when exiting from your of Do not inform me that I am a rearing u Do not prompt when closing a docume Do not prompt when forwarding a docu Show check marks in margin for select Drag and drop saves as eml file Preserve setting for printing calendar to Enable alternate keyboard shortcuts (fr 	client ser when I switch ID ument with edited attachments ted documents o document or example, CTRL+R=Reply)	
Client Reconfiguration Wizard	۲ <u>ااا</u> ۲	Client Reconfiguration Wizard		

Note: You may have to restart the Notes Client of the change to take effect

- 6. Next, follow the steps below to schedule the local replication for the database:
 - a. Go to the replicator page on the Notes client and choose **Set Replication/Sync Schedule**:

Rep	olicatio	on and Sync	 Start Nov 	Schedule	▼ Options
		-		Disable	Scheduled Replication/Sync
Enabled	High Priority	Application ^		Set Rep	lication/Sync Schedule
		Application templ	ates (NTFs)		<u>6</u> ←10
1	V	Synchronize Con	tacts	01:12 PM Today	51C
√	I	Synchronize Con	tacts		840 <i>4</i> 0

b. Configure the frequency of replication from the server copy of Migrator for Notes to the local copy. The agent can only process documents

Normal-priority schedule Vormal-priority schedule Replicate/Sync at this	interval for norma	priority		
Daily from:	12:00 AM	🕑 to: 11:	59 PM	۲
Repeat every (minutes):	15			
Days of the week:	V Sunday	V Monday	🔽 Tuesday	
	Vednesday	V Thursday	🔽 Friday	Saturday
ligh-priority schedule				
Replicate/Sync at this	additional interval	for high priority		
Daily from:	08:00 AM	(b) to: 10:	00 PM	۲
Repeat every (minutes):	60 🕂			
Days of the week:	✓ Sunday	✓ Monday	✓ Tuesday	
	📝 Wednesday	📝 Thursday	📝 Friday	📝 Saturday
Other triggers				
Replicate/Sync wher	n <mark>I start</mark> the <mark>clien</mark> t			

7. Once this is all done, when you enable the scheduled agent in the server-based copy of the Migrator for Notes database, choose 'Local' as the server to run on.



The Notes client should be running on the Migration Control Centre for the agent to process automatically.

- Migrate data to: This setting is used only when migrating to an Exchange server. The destination
 path Database GUID is set in the created migration document and this setting determines the
 database to use based on the match used on the user's Production Migration document. Select
 one of the below options from the drop-down list.
 - Mailbox or pst file: When migrating to an Exchange server, the archive is migrated to a production mailbox or pst file based on the destination set in the Migration Profile Destination Options tab.
 - Exchange Archive (if available): When migrating to an Exchange server, the archive is migrated to an online Exchange Archive if one is available for the user. If an Exchange Archive is not available, the archive is migrated to the production mailbox.
- Attachment Handling: Select one of the below options from the drop-down list.
 - Always detach dlls: The Local Archive Discovery application and dlls will always be detached to the Notes directory when the application is launched.
 - Never detach dlls: The Local Archive Discovery application and dlls will never be detached to the Notes directory when the application is launched. Select this option if the Local Archive Discovery application is being pushed installed to the user workstations.
 - Do not detach dlls if already present: The Local Archive Discovery application and dlls will be detached to the Notes directory when the application is launched only if the dlls are not already present.

- Allow Opt Out: Select one of the below options from the drop-down list.
 - Yes: The user will be presented the option to not have archives migrated.
 - No: The user is not given the option to not have archives migrated.
- Allow mail file replication: Select one of the below options from the drop-down list.
 - Yes: The user is allowed to discover and upload the local replicas of their production mail file. The replicas will appear in red text in the Local Archive Discovery application.
 - *No:* The user is not allowed to discover and upload the local replicas of their production mail file.
- Archive migration control center: Select the control centers where the archive migration will be performed. If more than one control center is selected, user files will be distributed round-robin style among the migration servers. All archives for a user is migrated on the same migration server. This setting appears only when multiple Control Centers are enabled.

Section 5: Sending the Local Archive Discovery Message

After the Local Archive Discovery settings are set and the user has been migrated, go to Post Migration Actions (2.Mail File Migration/Migration/3. Post Migration Actions) and send the Local Archive Discovery message template to the users. After sending, monitor user responses on the "Pending Responses".



A user can run the Local Archive Discovery application more than once, but a new Local Archive Discovery message template must be sent to the user each time they want to run the application.

0		Message Templa			×
Progress Summary Configuration Co	Send Post Migration Notifications Cast Name First Name First Name No Migration Group Set 4 Migrated Successfully 2	Select a message tem Template Name Local Archive Di: Post Migration M	scovery	Last Updated 02/24/2017 12:04:31 PM 11/07/2011 11:26:40 AM	OK Cancel
	Reminders Reminders-EX				
	▼Pending 1 Crawford Joan ▼Ready for migration 1	Ready for migration	Verbose		<i>li</i> .
-	4	Ready for migration	Verbose		

Section 6: End User Experience

The end user will receive the message providing them with the option to prepare their archives for migration. If Opt Out is allowed, the administrator is notified if the end user decides to opt out.

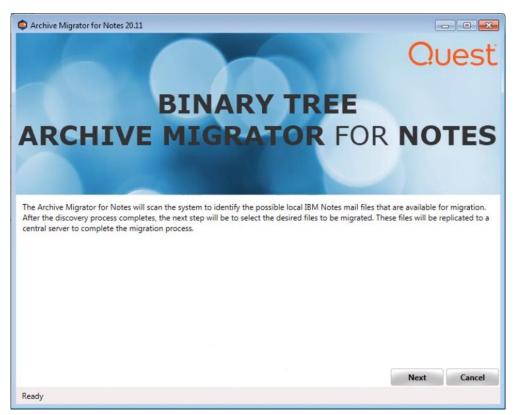
🐒 New 🔻 🖉 Reply 🕶 🤴 Reply to All 🔻 🔍 Forward 👻 📄 👻 🎓 👔 Display = 🔍 = More =	
Migrating your local archives Migration Administrator to: Bill Bloomer	05/18/2016 05:19 PM <u>Show Details</u>
We are in the process of moving our email system from Lotus Notes over to Microsoft Outlook & Exchange. In order to ease yo migrating all of your archives into the new messaging system. All of your mail messages, folders, calendar entries and To Do's Some of the data that needs to be migrated is located on your local workstation and we need your assistance to make the date process. Clicking on the button below will enable our migration process to migrate your archives. If you do not press the button below, yo the new system without your archives.	s will be migrated over. a accessible to our migration
Prepare my archives for migration I do not have archives, or wish to opt out	
If you have any questions about this process please contact 888-HELP-DESK Sincerely, Migration Coordinator	

The Local Archive Discovery application will launch in a new window. The user will then walk through the steps to select the files to migrate.

NOTE !

If the end user receives a message that the Local Archive Discovery application was unable to detach files to their system, the Permissions for Users in the Notes directory's security properties should be modified to allow Write access.

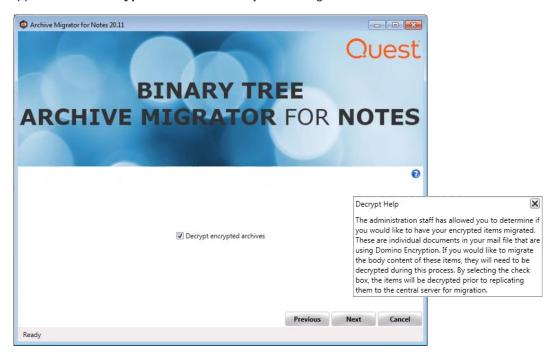
1. Click Next on the Welcome screen.



2. The user will select the ID to use for the discovery process. Note that encrypted data can only be accessed with the original ID.



3. The user checks or unchecks the Decrypt option and clicks **Next** to continue. This screen only appears if the **Decrypt content when copied** setting is set to **User**.



4. The user will select the drives/folders to then click **Search** to begin the discovery process. The drives can be expanded and specific subfolders or the entire drive (including all subfolders) can be selected. The **Add Network Folder** button can be used to add existing mapped network folders that are not automatically found.

elect the drives/folders to perform the discovery process against.				
	Chec the d Selec longe files a a des	iscovery process ting an entire ro er than choosing are located. Allo	s should scan fo oot drive (such a the specific fo w time for this listed, select "A	(and/or folder(s) that or NSF files. Note: as "C:") will take Iders where the NS step to complete. I dd Network Folde red folder.
		Select	All	
		Deselec		
		Add Networ	k Folder	

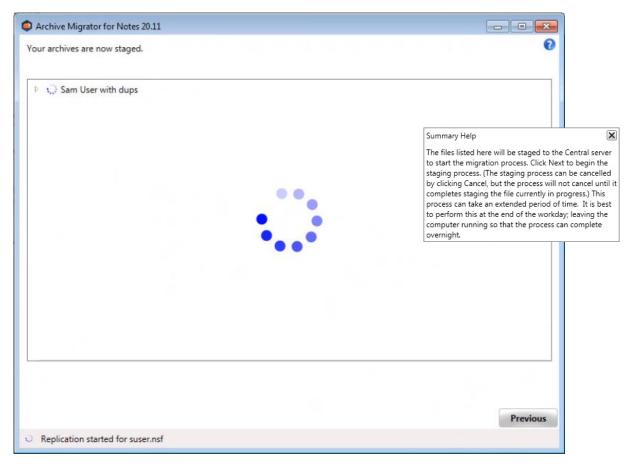
5. The discovery process will run and complete. The user will select the files to migrate and click **Next**. Clicking the **Nothing to Archive** button closes the application, ends the process, and notifies the administrator that the user has no archives to migrate.

Archive Migrator for Notes 20.11		E	- • •	
From the discovered list of NSF files, select the files that should be migrated.			0	
 Sam User (Archive) Sam User (Archive) Sam User with dups C C:\Users\administrator.CORP5\Desktop\archive\suser.nsf Size: 40.19 MB Template: StdR9Mail 	determined to access. Se	a list of NS meets the f elect the file begin uplo	es that should b	ystem has a, and has rights e migrated, then a to the migration
	Previous	Dese	ect All elect All to Archive Cancel	
Completed discovery process				

The results can be expanded to display the full path of the NSF file, file size, template, and number of encrypted documents. Production mail file replicas are displayed in red text.



6. The user will confirm the files to migrate and click **Next** to continue and the select file will load as shown below:



7. The replication process will run and complete. The application will close when the user clicks **Finish**. To repeat this process, a new Local Archive Discovery message must be sent to the end user so the end user can relaunch Local Archive Discovery application.

Archive Migrator for Notes 20.11		
Your archives are now staged.	0	
Sam User (Archive)		
	Replicate Help	×
	At this point all of the data has been stage Domino server. The migration of that data shortly. No further action is necessary. Yo this process at any time if you need to ado	will start ou can repeat
	files.	
	Previous Finish	
Staging completed		

Section 7: Post Archive Discovery Activities

After the end user complete the archive discovery and replication process, the administrator may have to do additional work.

- If the "Automatically schedule archives for migration" option was selected in the Settings, the migration documents will be created and automatically sent to the Migration Control Center and no further administration work is required besides monitoring the migrations.
- If the "Manually migrate archives" option was selected in the Settings, the administrator must take ownership of managing the migration and submit them to the MCC for data conversion using step "2.Mail File Migration/Migration/2.Migrate". Refer to the Migrating Mail Files section of the Migrator for Notes User Guide for more information.

Progress Summary	Migrate Users 🚺 Audit Mig	rated Data 🛛 🚺 Refresh Migra	ation Status 🔲 View Mailboxes only	View Archives only
	↓ Last Name ↓ First Name ↓	Migration Status 👌 🛛 Mig Gro	pration \diamond Profile \diamond # Errors	# Warnings
. Configuration	▼No Migration Group Set	7		
□ ∰ 2. Mail File Migration ⊕ SPreparation	 Migrated Successfully 	2		
GProvisioning Email Repliability	dom851 user1	Migrated Successfully	PST 39	8
⊟ Set Migration	Reminders	Migrated Successfully	Verbose 😡 0	0
- 📆 2. Migrate	Pending	1		
3. Post Migration Actions	Crawford Joan	Pending	Verbose	
	 Ready for migration 	4		
	Dom851 To_1	Ready for migration	Verbose	
	Dom851-EXArc To_1	Ready for migration	Verbose	
	dom851-EXArc user1	Ready for migration	Verbose	
	Reminders-EX	Ready for migration	Verbose	
Grand Customer Status Reports		7		

The person doc contains User Archives records.

	at 05/05/2016 03:33:38 PM ed at 05/05/2016 03:24:33 PI	м				
Migrate Users	Audit Migrated Data	Refresh Migr	ration Status			
Last Name	First Name	Migration Status	Migration Group	Profile	# Errors	# Warnings
ssam (ArchiveDB1)	user6	Ready for Migration	User Archive	archive_pst		
ssam (ArchiveDB1)	user6	Ready for Migration	User Archive	archive_pst		
ssam (ArchiveDB2)	user6	Ready for Migration	User Archive	archive_pst		16
ssam (ArchiveDB2)	user6	Ready for Migration	User Archive	archive_pst		
ssam (ArchiveDB3)	user6	Ready for Migration	User Archive	archive_pst		
crom (ArchiveDR4)	worf	Deads for Minutian	Linns Archive	archive est		

Section 8: Customizing the Local Archive Discovery Application

The following elements of the Local Archive Discovery application can be modified to better suit your organization's needs.

- Splash Screen: The Splash screen is the image that appears at the top of the Local Archive Discovery application when launched and can be changed. To change this image, include a file named SplashScreen.png file in the same directory as the executable. The recommended size of the new image is 400x200 pixels.
- App Icon: The App Icon is the icon in the top left corner of the application and on the task bar (not the exe icon). To change this icon, include an AppIcon.ico in the same directory as the executable. The recommended size of the icon is 64x64 pixels.
- Already Completed Message The Already Completed Message is the message displayed to the end user when they have already clicked Finish and they attempt to restart the application. The default message is "The email to start the server archive process has already been sent. Please contact your IT department if you need assistance." To change this message, include a CustomSettings.xml file in the same directory as the executable. The xml file should use the following format:

<CustomSettings>

<Settings>

<KeyValueSetting>

<Key>Done</Key>

<Value>The email to start the server archive process has already been sent. Please contact your IT department if you need assistance.</Value>

</KeyValueSetting>

</Settings>

</CustomSettings>

Section 9: Logging

A detailed log file LocalArchiveManagerUI.txt can be found on the local machine running the Local Archive Discovery application at

C:\Users\<LoggedinUser>\AppData\Roaming\BinaryTree\ArchiveManager. The log file is intended for troubleshooting purposes.

📙 🛃 📑 🖛 ArchiveMa	inager			
File Home Share	View			
← → • ↑ 📙 C:\Us	ers\administrator\AppData\Roaming\BinaryT	iree\ArchiveManager		
📰 Pictures 🛛 🖈 ^	Name	Date modified 🛛 🗸	Туре	Size
b Music	Hold	3/23/2017 1:32 PM	File folder	
, Notes	1360448335_ckpt.bin	3/23/2017 1:33 PM	BIN File	35 KB
Videos	LocalArchiveManagerUI	3/23/2017 1:33 PM	Text Document	9 KB
🝊 OneDrive				



If the discovery process is run more than once, the log is not overwritten. New log data is appended to the existing log file.

The log file is not sent back to the central admin database (CMTe DB) when the process is complete.

Section 10: Troubleshooting

• **Issue:** While running the Local Archive Discovery application, the end user receives a message that the Domino server is out of disk space.

Solution: The end user should contact their help desk for assistance in gaining more disk space. The user can close or leave the Local Archive Discovery application open. Once notified that more space is available, the user can then restart (from the original email message) or resume the Local Archive Discovery application. They will then be brought to the Summary screen where they can start the migration process.

• **Issue:** When clicking the "Prepare my archives for migration" button in the email message, the end user receives a message that the Local Archive Discovery application was unable to detach files to their system.

Solution: This occurs if the Local Archive Discovery application does not have sufficient permissions to detach files to the Notes program folder. In the Notes directory's security properties, the Permissions for Users should be modified to allow Write access.

Appendix A: Installing the Local Archive Discovery Application on User's Workstations

The Local Archive Discovery application is typically deployed using email communication. If a desktop policy prevents detaching files to the program directory, the Local Archive Discovery application can be deployed using a software deployment system. The below process will cover the standard steps for remotely installing the Local Archive Discovery application using a GPO (Group Policy Object). The customer's process for deploying software using a GPO may be different.

Refer to the End User Workstation Requirements to verify all workstations meet the requirements for Local Archive Discovery application installation.

To install the Local Archive Discovery application with a GPO:

- 1. Right-click on the Archive Migrator for Notes MSI, point to **Share with**, and click on **specific people**.
- Add a security group. The "authenticated users" group already includes all computers and is a good group to use. The group you add must have the shared Read permission and NTFS permission.
- 3. Click Share.
- 4. Click Done.
- 5. From the Start menu, point to Administrative Tools and click on Group Policy Management.
- 6. Right-click on the domain or OU you will be migrating and click on **Create a GPO in this domain** and link it here.
- 7. In the New GPO dialog box, enter a Name for the GPO and click OK.
- 8. Click on the new GPO and click OK.
- 9. Right-click on the GPO and select Edit.
- 10. Open **Computer Configuration > Policies > Software Settings** and right-click on **Software Installation** and then point to **New** and click on **Package**.
- 11. In the File Name field, enter the UNC path to the MSI file and click Open.
- 12. Select the Archive Migrator for Notes discovery tool and click Open.
- 13. In the Deploy Software window, select the Assigned deployment method and click OK.



The device must be rebooted for the applied group policy to complete the installation.

To verify the GPO:

- 1. Log on to a workstation within the scope of the GPO using administrator credentials.
- 2. From a command prompt on the workstation, run gpresult -r
- 3. The Computer Settings section will display the applied group policy.



A newly applied group policy will not immediately be displayed.

The Computer Settings section displays the applied group policy.