

Mailbox Migration User Experience

1 What is mailbox migration?

Mailbox migration is a process used to migrate mailbox content (including email, appointments, contacts, tasks, etc.) from one account to another. Farm Bureau is moving mailbox content from Exchange 2007 to Exchange Online.

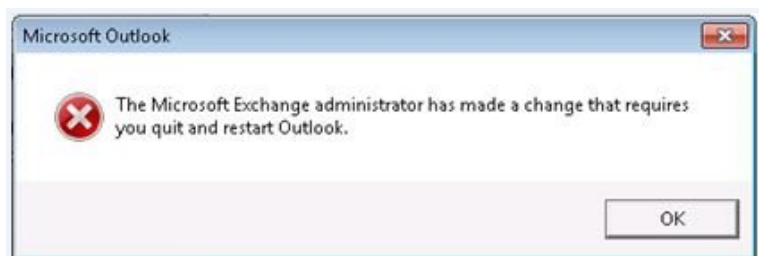
2 Important!

- It is **highly recommended** you do a Start > Restart the day of the migration.
- User experience will vary. You may or may not experience all of the items outlined below.
- You will encounter some or all of the messages below the first time you launch Outlook on your local machine **and** in View.

3 What you *may* experience

If you are logged into Outlook during the migration you may see the message to the right.

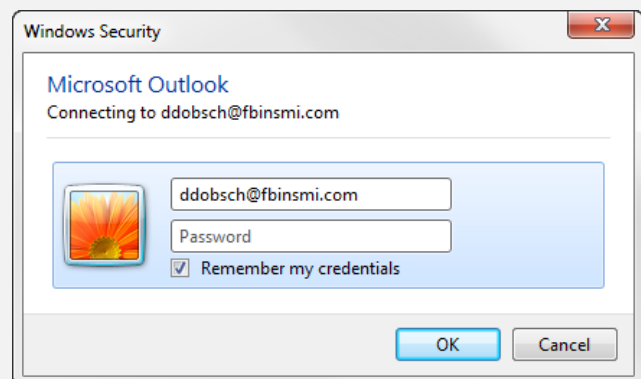
1. Select OK
2. Close Outlook
3. Re-launch Outlook



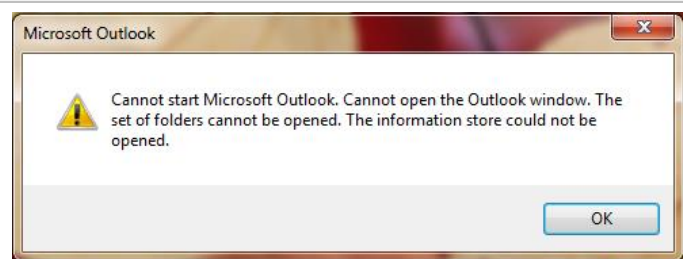
The first time you launch Outlook after the migration, you will receive this message. Follow these steps:

1. Enter your network password
2. Check "Remember my credentials"
3. Select OK

**When you change your network password you will receive this message again. We understand the inconvenience and Microsoft is currently working to resolve this defect.*

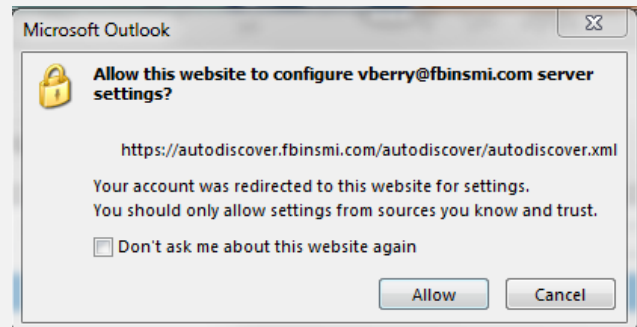


If you receive this message, select OK and re-launch Microsoft Outlook.



If you receive this message:

1. Check "Don't ask me about this website again"
2. Select Allow



You may be asked to supply your credentials for Lync.

1. Enter your email address
2. Your network password
3. Check "Save my password"
4. Click OK

Credentials are required

Lync needs your user name and password to connect for retrieving calendar data from Outlook

User name:
(username@domain.com or domain\username)

Password:

☒ Save my password

OK

Cancel