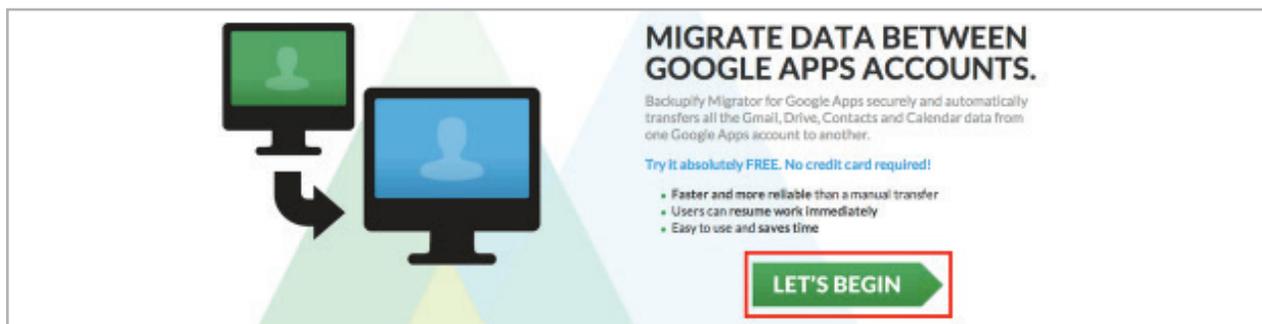


How to migrate a personal Gmail account to a corporate Google Apps domain

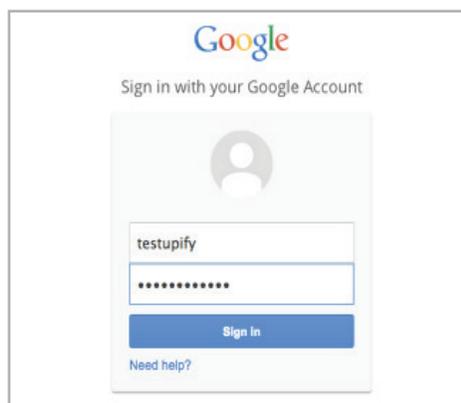
Backupify Migrator for Google Apps securely and automatically transfers all the Gmail, Drive, Contacts and Calendar data from one Google Apps account to another. To get started, just follow the steps below. If you need additional help, please contact Backupify Support at support@backupify.com.

Step 1: Go to **Backupify Migrator for Google Apps** by visiting <https://www.migrationapp.com>.

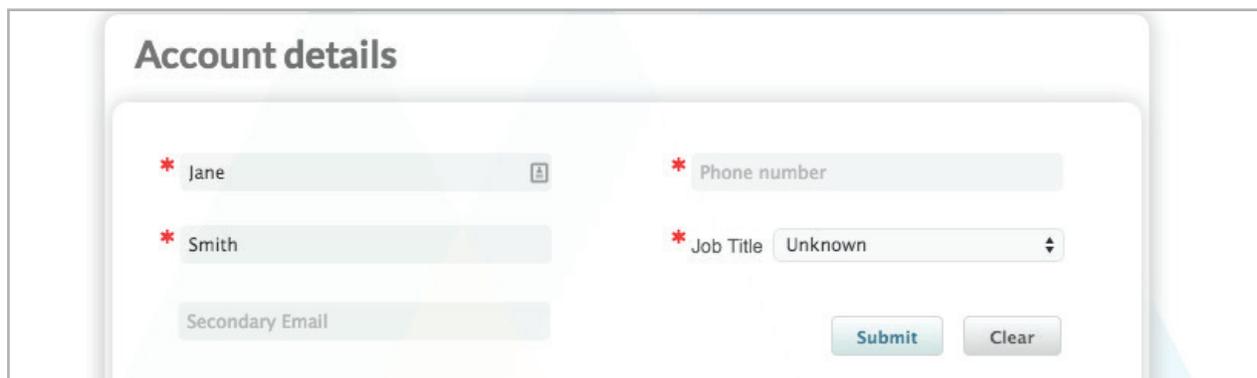
Step 2: Click **Let's Begin**.



Step 3: In the pop-up window, log in using the credentials for the account that you want to migrate data from. If you are migrating data from a personal Gmail account to a corporate domain, use your personal Gmail credentials in this step. On the following screen, click **Accept** to authorize access.

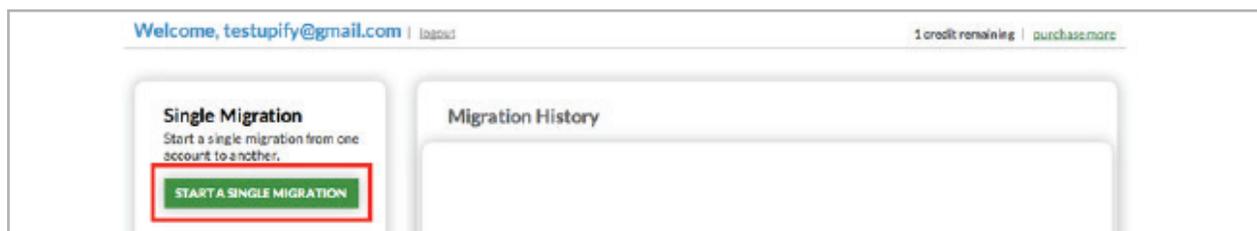


Step 4: Fill in your information on the Account Details screen, and click **Submit**.



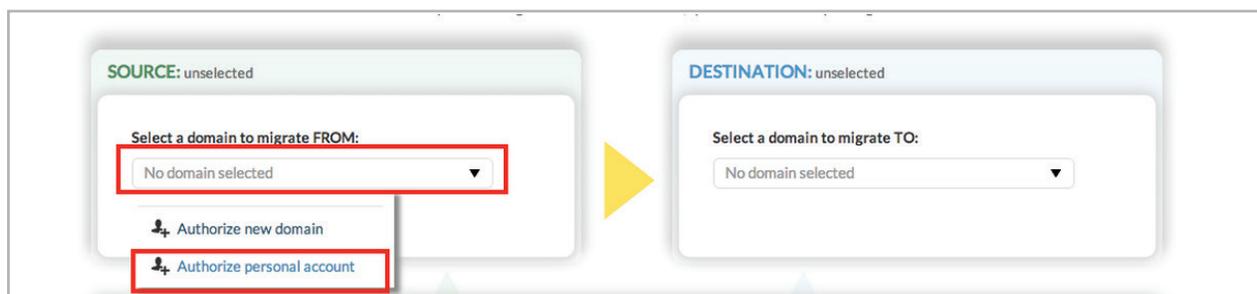
The screenshot shows the 'Account details' form. It contains several input fields: a name field with 'Jane' and a last name field with 'Smith'. There are also fields for 'Phone number' and 'Job Title' (set to 'Unknown'). A 'Secondary Email' field is present but empty. At the bottom right, there are 'Submit' and 'Clear' buttons.

Step 5: Select **Start a Single Migration**.



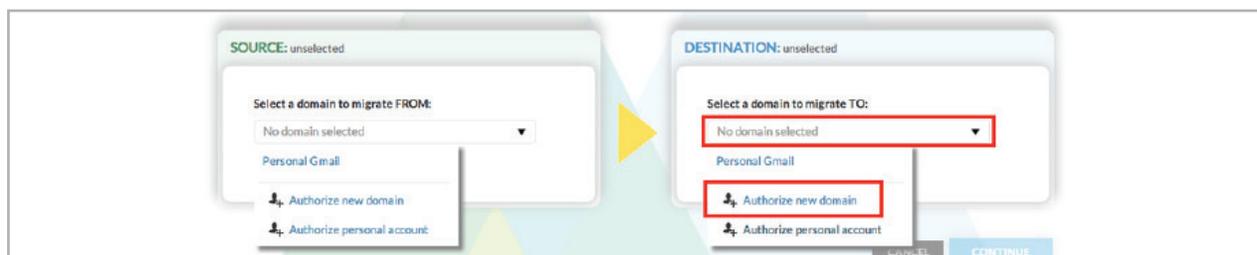
The screenshot shows a user interface with a header 'Welcome, testupify@gmail.com | logout' and '1 credit remaining | purchase more'. Below the header, there are two main sections: 'Single Migration' and 'Migration History'. The 'Single Migration' section has a sub-header 'Start a single migration from one account to another.' and a green button labeled 'START A SINGLE MIGRATION' which is highlighted with a red box.

Step 6: Select which account you'd like to migrate data from in the Source box by using the drop-down menu and selecting **Authorize Personal Account**. If requested, sign in using your account credentials and click **Accept** to authorize access.



The screenshot shows two side-by-side boxes labeled 'SOURCE: unselected' and 'DESTINATION: unselected'. The 'SOURCE' box has a dropdown menu 'Select a domain to migrate FROM:' with 'No domain selected' selected. Below it are two options: 'Authorize new domain' and 'Authorize personal account', with the latter highlighted by a red box. A yellow arrow points from the 'SOURCE' box to the 'DESTINATION' box.

Step 7: Select which account you'd like to migrate data to in the Destination box by using the drop-down menu and selecting **Authorize New Domain**.



The screenshot shows the 'SOURCE' and 'DESTINATION' boxes. The 'SOURCE' box is the same as in the previous step. The 'DESTINATION' box has a dropdown menu 'Select a domain to migrate TO:' with 'No domain selected' selected. Below it are three options: 'Personal Gmail', 'Authorize new domain', and 'Authorize personal account', with 'Authorize new domain' highlighted by a red box. At the bottom right, there are 'CANCEL' and 'CONTINUE' buttons.

Step 8: Enter in your domain URL, and click **Authenticate Admin**.



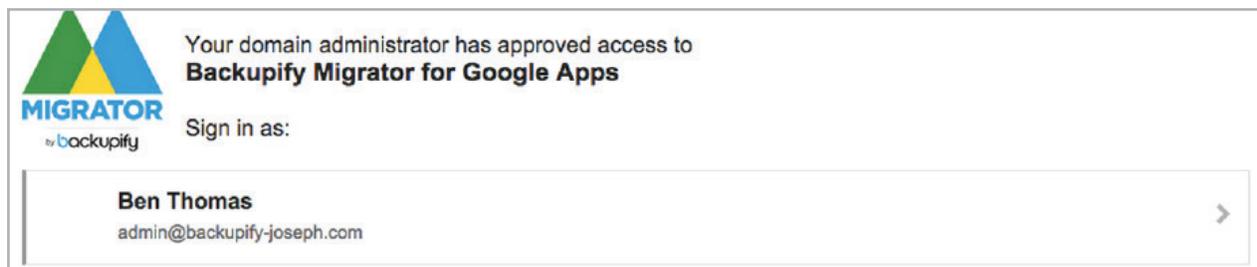
Authorize Source Domain

Requirements:
Admin API should be enabled. [details](#)
Only Domain Administrators allowed

backupify-joseph.com

Step 9: Enter the log-in credentials for the Super Admin of the Google Apps domain, and click **Sign In**. On the following screen, click **Accept** to authorize access. (Some users may have to click **Integrate with Google** before proceeding to the next screen.)

Step 10: Select the account to migrate data to and from.



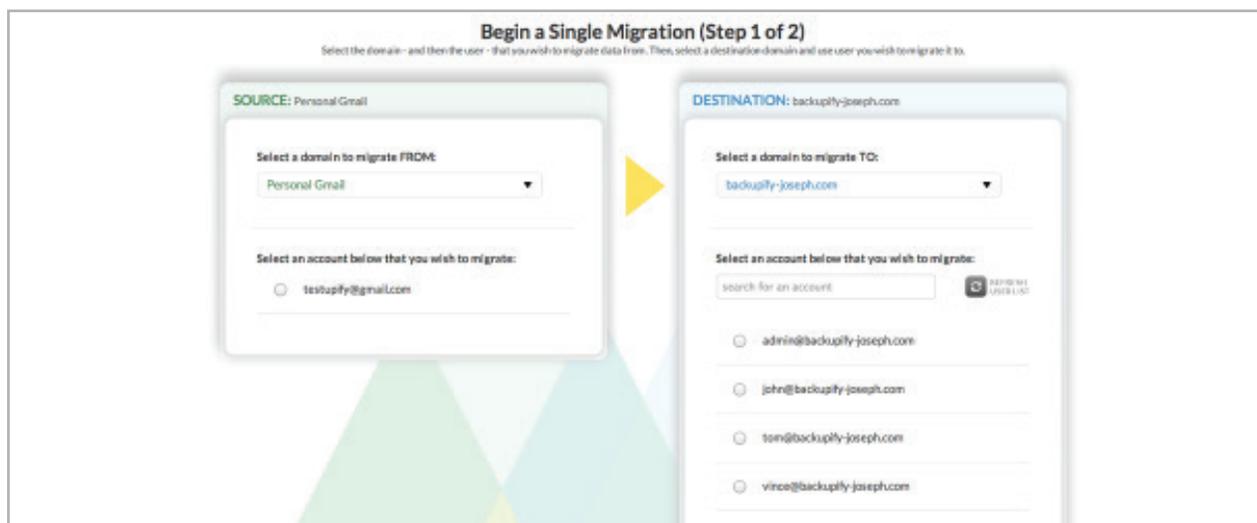
MIGRATOR
by backupify

Your domain administrator has approved access to
Backupify Migrator for Google Apps

Sign in as:

Ben Thomas
admin@backupify-joseph.com

Step 11: Select the specific user accounts you'd like to migrate data from and to. Click **Continue**.



Begin a Single Migration (Step 1 of 2)
Select the domain-- and then the user - that you wish to migrate data from. Then, select a destination domain and use user you wish to migrate it to.

SOURCE: Personal Gmail

Select a domain to migrate FROM:
Personal Gmail

Select an account below that you wish to migrate:
 testupify@gmail.com

DESTINATION: backupify-joseph.com

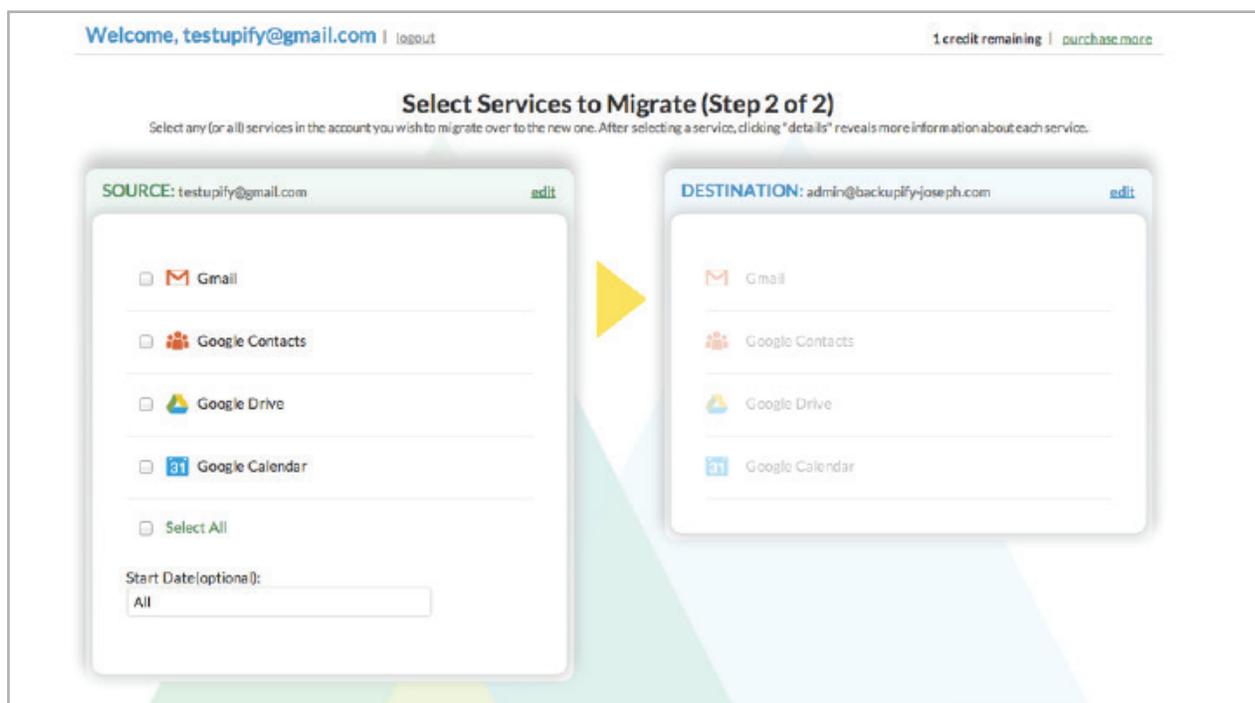
Select a domain to migrate TO:
backupify-joseph.com

Select an account below that you wish to migrate:
search for an account  REFRESH USER LIST

- admin@backupify-joseph.com
- john@backupify-joseph.com
- tom@backupify-joseph.com
- vince@backupify-joseph.com

Step 13: Select which services to migrate over to the destination. Optionally, you choose to migrate data from after a certain date in time by filling in the **Start Date** field. By default, this is set to **All**, which will migrate data from all dates. Click **Start Migration**.

Note: If any of the selected services exceeds the available storage for the service in the destination, it will not be migrated.



Your migration will now run. This process will need to be repeated for each personal account that you'd like to migrate over to your corporate domain. If you'd like to purchase additional migration, please contact sales at sales@backupify.com.