Migration from OBI 11 to OAS

Everything in "Shared" migrates

"My Folders" DOES NOT MIGRATE, so people who save things to My Folders will need to do a backup

Backing up everybody’s “My Folders” (an example):

1. Make a new folder in "Shared" > "your consortium" > "your institution" > "Reports" to hold everyone’s backups

2. In that folder, make a folder for each person who uses "My Folders"

3. Have people copy their "My Folder" (in its entirety) into the folder with their name [use Copy & Paste or drag-and-drop]

4. The copy may take a few seconds, especially if you have a lot of analyses -- and the result will be that the named folder contains a folder with a horrible numeric-string name, and that’s the copy of the person’s “My Folders”

5. UPGRADE TO OAS HAPPENS

6. Reverse the process to copy folders back

7. Copy & Paste or drag-and-drop each person’s horrible numeric-string name folder into their empty “My Folders” folder

8. Rename the copied folder to something more palatable

9. Any analyses, prompts, etc., in “My Folders” that include a path will need to be updated, because you've added an additional folder level