

Migration Process – Exchange 2003 – Exchange 2007

When migrating from Exchange 2003 to Exchange 2007, the first step would be to sign up just as a new customer would from our website.

http://www.exchangemymail.com/exchange_hosting/exchange_hosting_plans.asp

During the sign up process you will be prompted to choose either a “split domain” or using a domain registered elsewhere.



Use a 'Split Domain'

Domain Name*: www. .4emm.com

This option is used if you only want to forward some of your existing email accounts to our servers. You do not want to change your MX records. Also good if you just want to test our service.

In this migration scenario, you would want to choose a “split domain”. If you are already forwarding to a split domain, you would just need to change your forwarding after set up. If you have your MX records pointed to us, please let us know so we can change the delivery ORG in Postini.

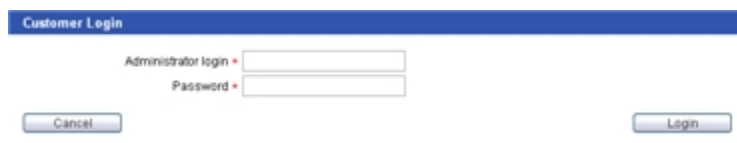
At the final page of sign up you will see a prompt asking if you are already a customer.



Customer Login

• Already a Customer?

Click on the text “Already a Customer” to expand the option.



Customer Login

Administrator login:

Password:

Enter your existing control panel log in and password, and confirm your account details. Your existing credit card will be presented for payment, Read and tick the box to accept the Terms and Conditions. Once completed the new subscription will be attached to your current account.

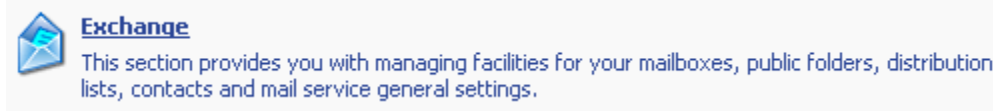


At that point you can log into your control panel (<https://cp.exchangemymail.com>) On the top Blue Navigation bar, you will now see “Select Subscription”.



Choose the Exchange 2007 subscription [Hosted Exchange 2007 and Sharepoint](#) .

Once you are in the new subscription, you can select “Exchange”



Then “Mailboxes”



from there you will be able to create new mailboxes.

If you are not using a split domain, please give our support team a call at this time so we can continue the process with you. You can reach us at 516-484-0077 Mon-Fri 8:30am – 10:00pm EST and Sat and Sun 10:00am – 5:00pm EST or email us at support@exchangemymail.com

If you are currently forwarding your mail to us you can continue setting up the new mailboxes.

Here is a link from our knowledgebase with instructions on how to do so:

<http://help.exchangemymail.com/index.php? m=knowledgebase& a=viewarticle&kbarticleid=50&nav=0,4>

After the mailboxes have been set up you would now want to create a new Outlook profile. This can be done through articles in our knowledgebase as well. If you are using Outlook 2003, follow this link -

<http://help.exchangemymail.com/index.php? m=knowledgebase& a=viewarticle&kbarticleid=146&nav=0,3>

And for Outlook 2007 use this link -

<http://help.exchangemymail.com/index.php? m=knowledgebase& a=viewarticle&kbarticleid=144&nav=0,3>

Once your Outlook profiles have been set up you should contact support for further assistance in getting set up, as well as to cancel the old Exchange 2003 subscription.