

CASE STUDY

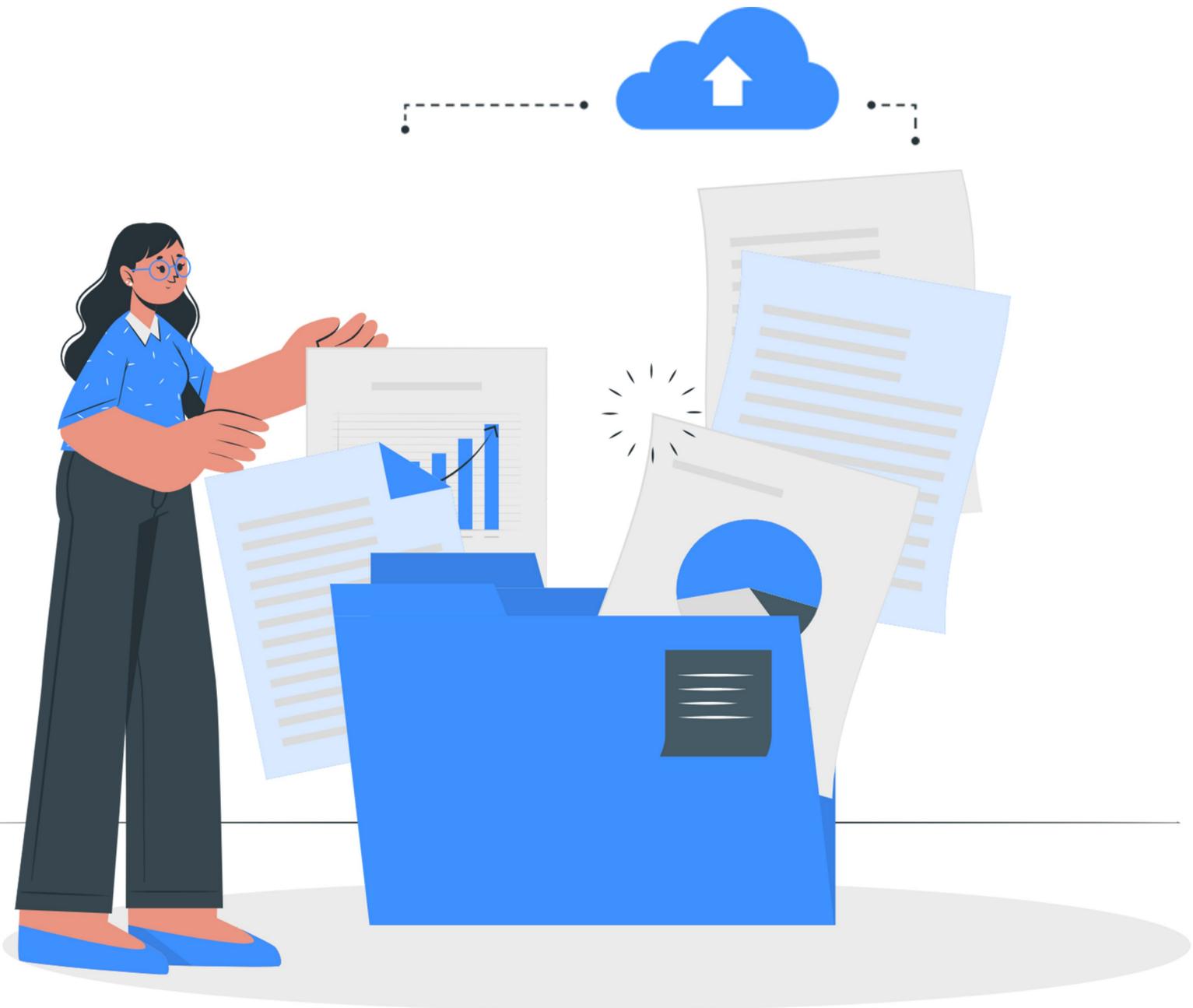


# Data Migration from OpenText Extended ECM to SharePoint Online

Modernizing enterprise content with  
secure, cloud-based collaboration

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# Data Migration from OpenText Extended ECM to SharePoint Online

Category : **Document Management & Cloud Data Migration**

Location : **Middle East (UAE-based multinational operations)**

## Business Background

Al Dahra is a global agribusiness leader in animal feed and food commodities. As part of its digital transformation, the organization migrated from OpenText Extended ECM to Microsoft SharePoint Online to modernize document management, enhance collaboration, improve data accessibility, and enable automated workflows in a secure cloud environment. The new platform centralizes enterprise content, streamlines operations, and supports scalable growth.

## Challenges

- **Legacy System Limitations**  
The existing on-premise ECM platform restricted real-time collaboration and remote accessibility.
- **Complex Data Structures**  
High volumes of business-critical data with varied metadata and permissions needed precise mapping
- **Manual & Disconnected Processes**  
Document approvals and reviews were heavily dependent on emails and manual tracking.
- **Governance & Compliance Needs**  
Ensuring secure access control and structured content management was essential.
- **Minimal Downtime Requirement**  
Business continuity had to be maintained during the migration process.



## **Approach**

### **Discovery & Planning**

- ▶ Reviewed content repositories, metadata, and permissions
- ▶ Conducted migration feasibility and wave planning
- ▶ Identified redundant and obsolete data for optimization
- ▶ Analyzed business processes to redesign automated workflows

### **SharePoint Online Design & Build**

- ▶ Designed structured document libraries and content types
- ▶ Built secure role-based access control
- ▶ Developed a custom landing page for simplified navigation
- ▶ Enabled enterprise search functionality

### **Workflow Automation**

- ▶ Simple approval flows for standard documents
- ▶ Multi-stage review and escalation processes
- ▶ Conditional routing based on document type and department
- ▶ Compliance-driven validation steps
- ▶ Notification and tracking mechanisms

### **Data Migration & Validation**

- ▶ Executed phased migration to ensure business continuity
- ▶ Mapped metadata and preserved permissions
- ▶ Conducted reconciliation and quality validation
- ▶ Performed User Acceptance Testing (UAT)



## Results

- **Operational Efficiency Gains**  
Automation reduced manual effort and accelerated document processing.
- **Centralized & Secure Content Platform**  
All enterprise documents are now managed within a unified SharePoint Online environment.
- **Improved Collaboration**  
Teams collaborate in real time using Microsoft 365 tools.
- **Scalable Architecture**  
The platform supports future data growth and evolving business needs.
- **Enhanced Governance & Visibility**  
Structured metadata and controlled access improved compliance and audit readiness.



## KEY TAKEAWAYS

This case study highlights how a well-planned migration to SharePoint Online combined with workflow automation can transform enterprise content operations.

By modernizing legacy systems, centralizing data, and introducing intelligent workflows, the organization achieved:

- ▶ Faster business processes
- ▶ Improved collaboration
- ▶ Stronger data governance
- ▶ A scalable digital workplace foundation



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