

Migrating manually from OnPrem to CLOUD

Migrating from DEON OnPrem to DEON.CLOUD can be done both automatically and manually. A manual migration is recommended for smaller numbers of projects to reduce the effort of setting up automatic migration.

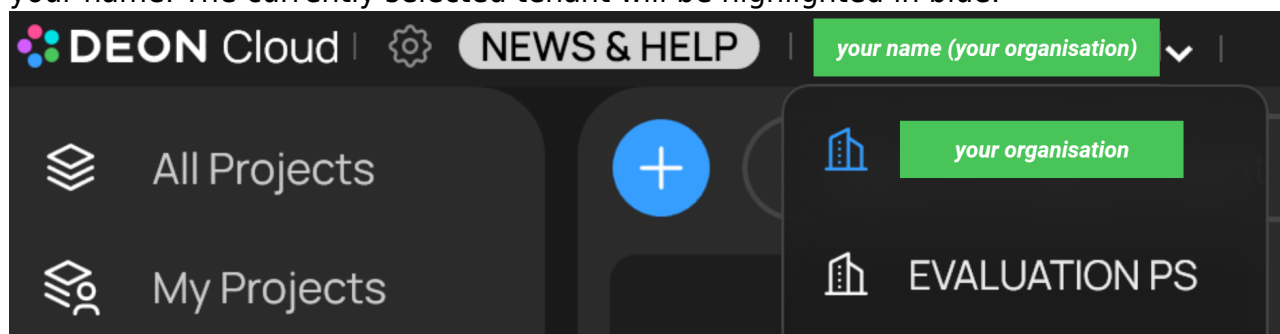
To migrate your DEON projects from an OnPrem DEON Server to DEON.CLOUD, please follow these steps:


Step 1: Download the OnPrem DEON Projects you want to transfer:

1. Open the DEON Project List and select the projects you wish to transfer.
2. You can select multiple projects by holding the **SHIFT** or **CTRL** key.
3. Right-click on the selected projects and choose **“Save as...”** from the context menu.
4. The projects will be saved as .join files in a location of your choice.

Step 2: Upload the OnPrem DEON Projects to DEON.CLOUD:

1. Install and run the DEON.CLOUD App (available for download at <https://app.deon.cloud/>).
2. Sign in to your DEON.CLOUD account within the app.
3. Ensure that the tenant of your organization is selected. It will appear in the top toolbar next to your name in brackets. You can select it from the dropdown menu by clicking on your name. The currently selected tenant will be highlighted in blue.



4. In the top-right corner of the Project List, click the **“Upload Project”** button .
5. In the following dialog, select all the DEON projects you wish to upload. You can select multiple projects by holding the **SHIFT** or **CTRL** key.

Note:

If your projects were previously shared with other users, DEON will prompt you during the upload process to confirm whether you want to share the uploaded projects with the same users. If you choose **“Yes”**, DEON will attempt to match the users and apply the same



sharing settings in the DEON.CLOUD environment.