Stream (on SharePoint) - Migration

What is happening?

Stream (Classic) is being retired by Microsoft in April 2024. This means that any videos you have uploaded to Stream (Classic) will be permanently deleted.

In order to retain your videos, you must download them before April 2024, and back them up either locally, on OneDrive, or in Teams.

Download your videos from Stream (Classic)

- 1. Go to <u>portal.office.com</u> and sign in with your SMU email and password.
- 2. Click the waffle button in the top-left corner and select **Stream**.
- 3. On the top of the page on the right-hand side, select **Stream Classic**.

Welcome to Stream (on SharePoint). Use Stream search to find videos that you own (including videos migrated from Stream Classic)

4. Select My Content, then Videos.



5. Click the 3 dots (...) next to the video you wish to download, and then select **Download Video**.



Depending on which browser you are using, it may ask you where you wish to download the file.

6. Repeat step 5 for every video you wish to download.

Note: This process may take awhile depending on your internet connect, the length of the video, and the number of videos that you need to download.

Upload your videos to OneDrive

- 1. Go to <u>portal.office.com</u> and sign in with your SMU email and password.
- 2. Click the waffle button in the top-left corner and select **OneDrive**. Then select **My Files** from the left-hand side.
- 3. Click the **Add New** button and select **Folder**. Give this folder a descriptive name. Then click into the newly created folder.
- 4. Click the **Add New** button again, select **Files Upload**. A new file explorer window will load. Navigate to your downloaded video files, select them, and click **Open**.

For more information on uploading and sharing videos on OneDrive, please see our <u>Stream (on Sharepoint)</u> guide and <u>OneDrive</u> guide.



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