



# Successful file migrations require good planning

Include OfficeConverter™ in yours

A good way to gauge the success of your file migration is the level of activity at your help desk the morning after the migration. If it is a typical day, you've achieved your goal of minimal downtime and disruption. However, if there is an overflow of extra emails and calls flooding in, you might have overlooked one unexpected hazard in your migration plan: **broken file links**.

In any large enterprise, there are often millions of files with potentially hundreds of thousands of links in business critical applications such as Microsoft Excel™ Access™ and Word™. When these links are disrupted during a file migration, the files are rendered unusable. The result is chaos, with frustrated end-users, disgruntled executives, and frantic support technicians who are devoting untold hours of time to manually repair the links.

## Enter OfficeConverter™

OfficeConverter from ConverterTechnology proactively finds and eliminates broken link problems before they surface, allowing for a smooth transition during your file migration. OfficeConverter can help with server upgrades, consolidations or name changes, new storage device additions or folder reorganizations – any situation where hyperlinks, database, object or file links are potentially compromised.

## Enterprise Strong

No matter what size your organization or data set, whether it's thousands of servers or millions of files, OfficeConverter can manage your file migration seamlessly and easily. In fact, OfficeConverter is the best solution available that is capable of identifying and repairing the volume of links found in the

business critical applications at Fortune 500 companies.

### The Cost of a Broken Link

Broken links can cause havoc throughout your organization, but even worse is the unexpected costs associated with damage control. Here is a typical scenario for a file migration in a Fortune 500 company.

Active "in scope" Excel files:	1,800,000
Links in Excel files:	4,200,000
Unique links:	518,000
Cost of manual conversion:	\$216,000

With OfficeConverter, not only can you avoid the cost of a manual conversion, but you will also see up to a 250% return on your investment!

## Instant ROI

With OfficeConverter in your migration plan, you can easily save hundreds of thousands of dollars and thousands of man-hours. For example, in the scenario outlined here where there is a file migration of 1.8 million files, the expected ROI for this, based simply on the time saved from a manual conversion, can be up to 250%. Even if you are planning a smaller migration, you'll find a similar return on your investment, since OfficeConverter typically pays for itself during the first implementation of the solution.

## How OfficeConverter Works

OfficeConverter has discovery, workflow management, and link identification features that help you manage the risks of broken links during your file migrations. OfficeConverter reports on every type of link in Excel, Access, Word, and other business applications that will be involved in your migration, letting you know

which links are valid and which are not. OfficeConverter then facilitates the importing of these links into a powerful *Search and Replace* feature that replaces broken or invalid link strings with the new, correct link strings. OfficeConverter also offers you the choice to repair the links individually, on a document-by-document basis, or throughout the enterprise via batch mode.

## Make OfficeConverter part of your migration plan today

If you are planning a file migration soon, whether it's a small reorganization or a large consolidation, try OfficeConverter now. You can begin with a small sampling of files and see how seamlessly OfficeConverter can become part of your next major migration plan. You'll also be able to discover for yourself how OfficeConverter can pay for itself with your first implementation.

To learn more about how OfficeConverter can help make your next migration a success, call 1-800-541-7409 today, email [info@convertertechnology.com](mailto:info@convertertechnology.com), or visit [www.convertertechnology.com/OfficeConverter](http://www.convertertechnology.com/OfficeConverter)

## Ensured Success

ConverterTechnology's expert Migration Consultants work closely with your IT staff to create a strategic, proactive plan for identifying and repairing the affected links in a migration, allowing you to prioritize and focus on your corporation's most active and business critical files.

## About ConverterTechnology

ConverterTechnology is a leading provider of file migration solutions. We specialize in the planning and executing of complex file conversion and migration projects and have successfully migrated over 1,000,000 users of Microsoft Office from older Office platforms to Office 2003.

Our goal is to help create efficiency, lower risk, and manage costs associated with a broad range of IT projects that impact files used by desktop applications. ConverterTechnology offers a suite of tools that helps guide you through migration projects. OfficeConverter is one of the tools that help clients deal with the challenges created while managing change to the enterprise's technical infrastructure.

ConverterTechnology, Inc. is a wholly owned subsidiary of Powerlan Limited.

## More Information

Contact ConverterTechnology at:

39 Simon St., Unit 12  
Nashua, NH 03060 USA  
USA Toll Free: 800 541 7409

International: +1 603 880 9118  
Or email: [info@convertertechnology.com](mailto:info@convertertechnology.com)