

EBOOK

Business essentials: The how and why of cloud migration



rightworks

It's rare that one single decision can transform your business. You can do a lot of things to move your business in the right direction, but truly changing your business permanently for the better isn't easy to do.

Fortunately, that's exactly what a cloud migration can do.

Now, moving to the cloud won't make all of your problems go away, but it will make many of them easier to solve. When you put your data and applications into the safe hands of a trusted partner, you can focus on running your business without worrying about managing IT or protecting your organization from cyberattacks. You're covered in the cloud.

Plus, you'll benefit from improved communication with customers and greater efficiency, and you'll even have happier employees. It really is all possible with a quick and simple move that also enables you to easily budget for technology costs and scale as your business grows.



What a cloud migration does

NOT require

If you haven't moved to the cloud yet, you should be aware of what running your business with a trusted cloud partner does *not* require. When you sign up with the right cloud provider, you don't have to:

- **Wait weeks for cloud service.** The right partner can get you up and running within a day, depending on the number of files and users you're planning on moving into the cloud.
- **Interrupt your employees' workday.** Your cloud partner will help you move your files into a new, secure online environment. All your employees should have to do to get started is log in.
- **Have people crawling around your business (or house).** The cutover to the cloud should happen strictly remotely, with no cables, no holes drilled in your ceiling and no one knocking on your door. It's remote and simple.

4 benefits of a cloud migration

So, what are the most compelling benefits of running your favorite applications and storing your data in the cloud with a trusted partner? What's so transformative? Meeting the **challenges of cybersecurity** alone is worth a move to the cloud. But also consider these four benefits, and keep in mind that this list isn't comprehensive:

Work together in live files from anywhere at any time. Go ahead, try it! Take your computer home, or if you already work at home, head to a coffee shop or some other comfortable spot. Do it at 4:00 a.m. if you want to—if you can find a place that's open. Manipulate numbers in any application that's running in the cloud.

Have your fellow employees check what you're doing. You'll realize that they can see your work as you do it, even if you're doing it in the middle of the night—and you can see their work. There's no need to send files via email, which leads to confusion and error...not to mention major **security issues**. There's no longer a risk of two people working at cross-purposes in the same app and saving conflicting versions of the same file. Whatever you do, whatever anyone else does, everyone sees.

And that's the case no matter where you are or when you're online. You can even work in the same files in real time, in remote meetings or right in the office.

Determine who can see what inside your organization. Relying on experts to manage data security is one of the primary benefits of running applications in the cloud. Most of your employees likely don't need to see every piece of data you have. They just need access to the files and applications they work on regularly.

Your cloud provider can help you determine which employees need access to which files and applications in your secure online environment. As a business owner, you can have access to them all if you so choose. But giving everyone access to everything isn't a cybersecurity best practice. Even if you trust your employees, it's a good idea to protect your customers' data to the greatest extent possible.

You can also set up workflows in the cloud so that employees know what to do and how to do it in any given situation. Organizing your business in the cloud reduces confusion and improves service.

Even if you trust your employees, it's a good idea to protect your customers' data to the greatest extent possible.

Stop worrying about updating applications.

Apps need constant updates for security and functionality purposes, and keeping up with those updates is a challenge at the best of times. As a business owner, you don't need to spend your time managing an in-house server. You have more important work to do.

Your cloud provider will deliver updates on a regular basis behind the scenes—you won't even know they're happening. In fact, if you have your own IT staff, you can set them free to support users in other areas or to develop revenue-generating technology for your company. The cloud lifts the burdens of maintenance and security from your shoulders.



4 Set your employees free. The cloud makes everything faster by eliminating manual data-entry processes, speeding communications with customers and delivering a network that responds quickly for your employees. Plus, with experts handling application updates, server maintenance, cybersecurity and more, you and your employees can completely focus on running your business.

The cloud can actually improve your culture by delivering efficiency and reliability. With fewer technology-related distractions and no more worries about protecting yourself from cyberattacks, you and your employees can get more done in less time. You can do what you like to do—your jobs. That means improving work-life balance and keeping your team happy in an era when finding good employees isn't easy to do.

And because you can offer access to files and data from anywhere and at any time, you can hire employees from outside your geographical area. As such, you can greatly expand your search for talent. According to Alliance Virtual Offices, 64% of recruiters say offering remote work lets them present **higher quality candidates** to their clients.



5 things to do once your cloud migration is complete

There's a lot more that a cloud migration can deliver for your business. But let's say you're convinced. How do you start transforming your business once you complete your move to the cloud? Start with these five suggestions:

1 Make sure your employees are comfortable in the cloud. Transitioning to cloud-based applications doesn't require your employees to do anything but log in to their new cloud environment. Some will start working right away. Others will have questions.

Your cloud provider can help you get your team up to speed in the cloud with some simple orientation. Once your employees realize they can do everything in the cloud that they've always done, such as easily access files, print documents and use familiar shortcuts in applications, they'll feel right at home.

2 Teach employees to save documents in cloud drives. For the cloud to work the way it's supposed to, employees need to save documents in cloud folders so that everyone who is allowed to access them can. That means no more saving documents locally to desktops or document folders.

This really isn't a big adjustment, but it is critical. Cloud folders need to be the new default. Saving to the cloud is a necessary step for getting full value out of the collaborative capabilities of your new online work environment. Your cloud provider can help you make saving to the cloud a familiar and easy routine.

3 Stop sharing files via standard email or portable storage. There's no longer any need for employees to share files via a standard email application that's not secured by a cloud provider. They can access everything in the new secure online environment and work together on files at the same time. Most standard email applications fall woefully short of having the security protections they need unless a cloud provider is also delivering email-specific managed security to your business.

A new vector for sharing might take a little getting used to if your employees are accustomed to using email to send different versions of files to each other. (If they're doing that, it's a habit they need to break immediately, anyway.) And if you're using thumb drives or other types of portable storage to share files, stop! That's a notoriously dangerous way to move information from one person to another.

A new vector for sharing might take a little getting used to if your employees are accustomed to using email to send different versions of files to each other.

Determine which employees need to see what and set up restrictions accordingly.

Here's where one of the benefits of running in the cloud comes into practice. The fewer people who have permission to access a particular file or application, the less likely your business will be to suffer a data breach. Employees who don't work for a particular customer don't need to see that customer's data.

The same goes for apps; an employee who doesn't use a particular application, for instance, shouldn't have access to it. Once you figure out who needs what, your cloud provider can help you put access restrictions in place. You can still set up an account for yourself or other business leaders that allows you to see everything.

Explore a whole new level of security.

You have the option of adding cybersecurity measures from your cloud provider, which can protect your email in Outlook and other applications running in Microsoft 365. The cloud gives you options when it comes to collaboration, but the common denominator is security managed by experts with data stored in enterprise-class facilities.

Email security is particularly important. Standard email applications, even those offered in a Software-as-a-Service model, don't offer adequate protection against cyberattacks. A cloud partner can deliver cybersecurity capabilities that mitigate risks and provide far more comprehensive protection than what standard email apps offer.



Find the right partner for a cloud migration

Think about where the cloud can take you. You can protect the data in your critical business applications, enable your employees to work more freely and efficiently, and run your business instead of worrying about managing servers or updating applications.

You just need the right cloud partner. **Rightworks OneSpace** delivers all the benefits of the cloud. It's important to note that most cloud-storage services don't offer what OneSpace provides. Most free cloud services, for instance, store your data but don't act as a custodian of it. With OneSpace, Rightworks offers security, backup and support that go far beyond anything a free service can offer.

Rightworks OneSpace delivers:

- Secure access to QuickBooks® and other business applications from anywhere at any time.
- Automated maintenance and updates.
- Data storage and backup in enterprise-class data centers.
- Security experts and technology that protect your data around the clock.
- US-based support available 24/7/365.

With more than two decades of experience in the cloud, Rightworks offers unmatched expertise, facilities and customer service. When you want to make the one move that can truly transform your business, make it with Rightworks.

Want to learn more?

Contact us today at **888.210.0237**

 **rightworks**

rightworks.com