Apps4.Pro Trello Migrator User Manual

Apps4.Pro Trello Migrator is a web-based Edge Extension that can be installed in Edge browser. This app helps you to successfully migrate Trello board details into Microsoft Planner.

You can migrate following Board details from Trello to Microsoft Planner Plan.

- Lists
- Cards
- Archived Cards
- Board Members

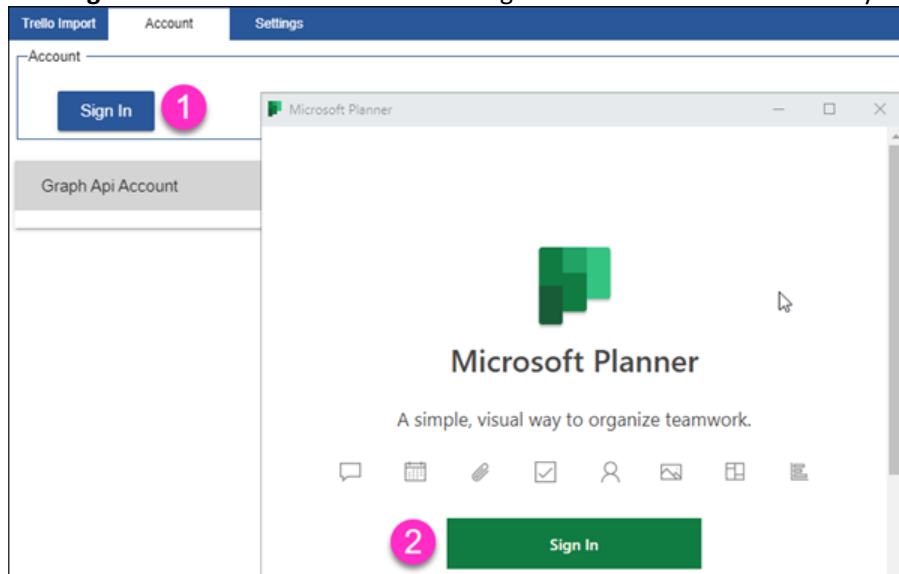You can migrate following Card details from Trello to Microsoft Planner tasks

- Card Name, Due Date and Assigned Members
- Comments, Files (Attachments) and Show on card (Cover images)
- Labels, Checklists and Description

1. Steps to get started

Before proceeding to work with this app features, go to Account tab and sign-in with your Office 365 account under both Account & Graph API Account sections.
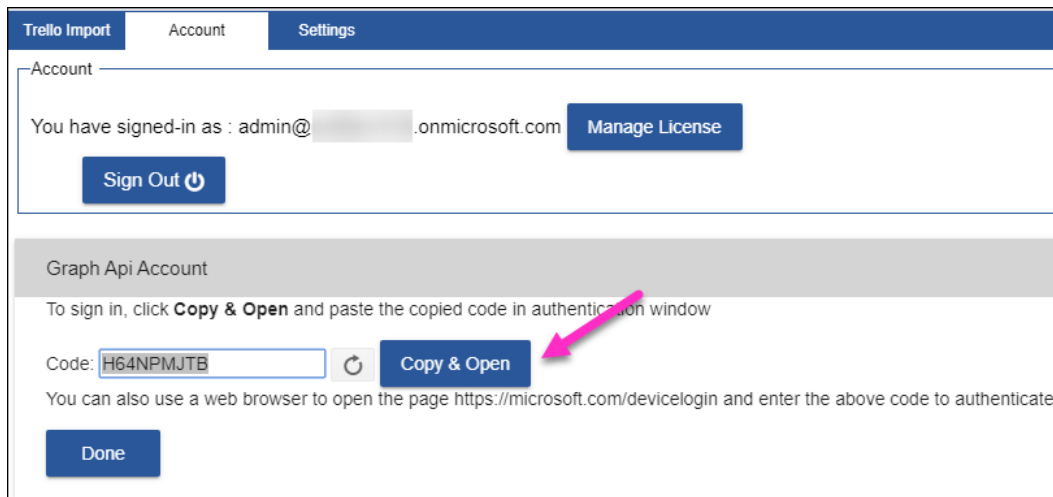
1.1 Account

Click **Sign In** button under Account tab to sign-in to Microsoft Planner with your Office 365 user account.
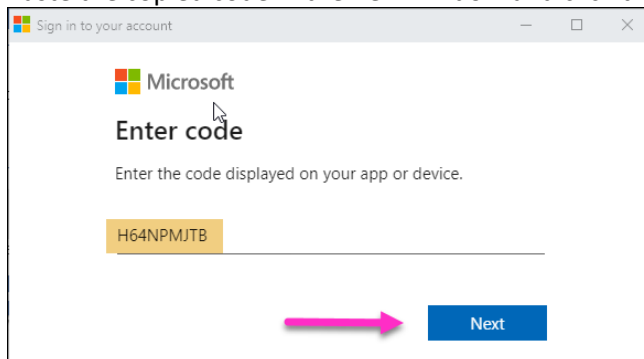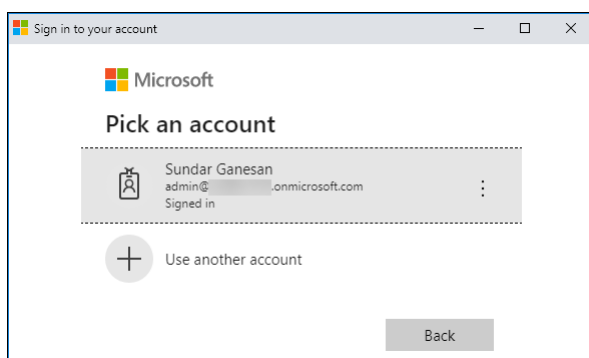

1.2 Graph Api Account

To use some of the features in this app, you should also sign-in to Graph Api Account with the same account that you used in previous step. Click on **Copy & Open** button. It will copy the code shown in the console and opens new window.

Paste the copied code in the new window and click the **Next** button.

If already signed-in accounts listed, select the Office 365 account that you used in previous Step (2.1). If the accounts not listed, you can complete the sign-in process with the same user account.
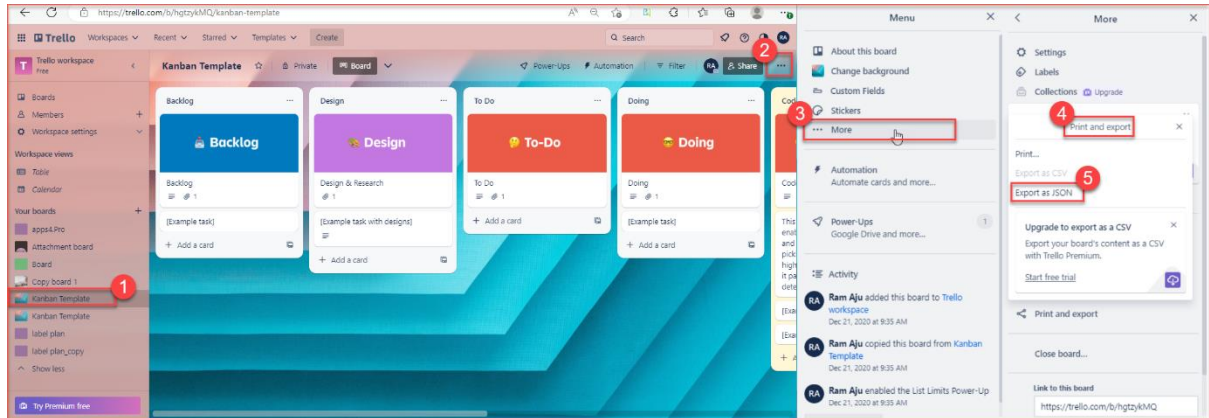

Once you completed the sign-in process, you will see the below confirmation window. You can close the sign-in confirmation window to complete the sign-in process.

2. Migration Steps

Follow the below steps to complete your migration work.

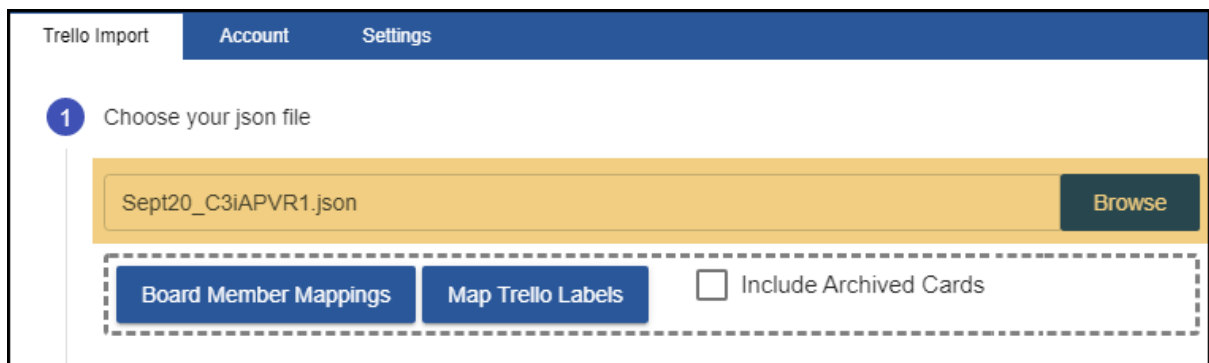### Step 2.1 : Export your board as JSON file

Please go to (https://trello.com). Open the board to be migrated and follow the below steps to

save the board as a JSON file.

Note : To export all boards within a Workspace into JSON format, you would require **Trello Premium**.
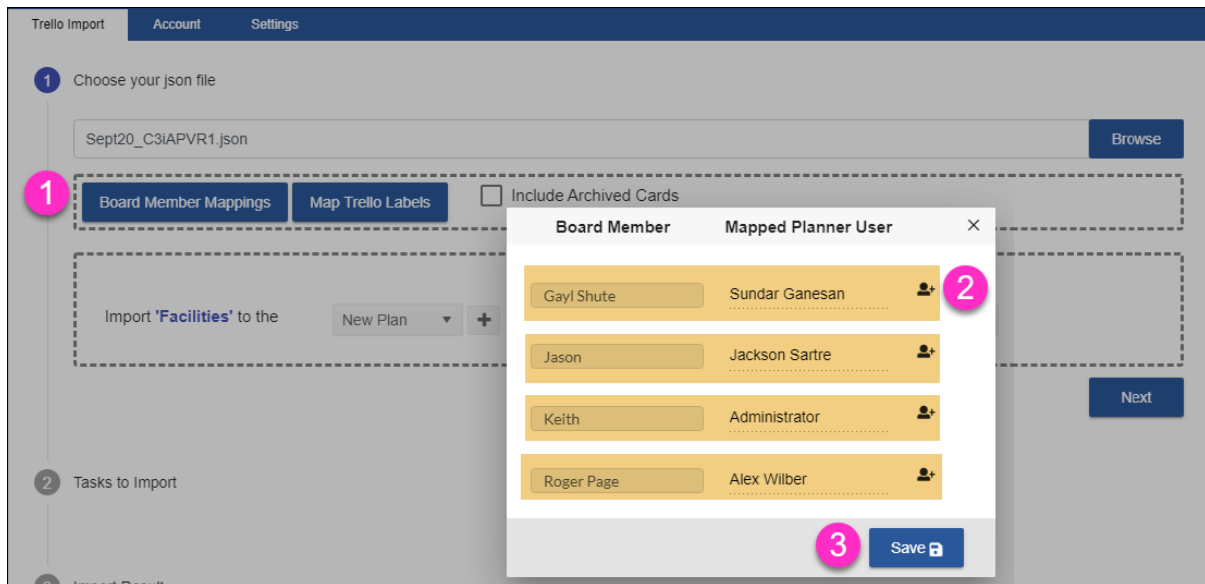
Step 2.2 : Select your Trello JSON file

In this step you can select Trello JSON file that was exported in the previous step.

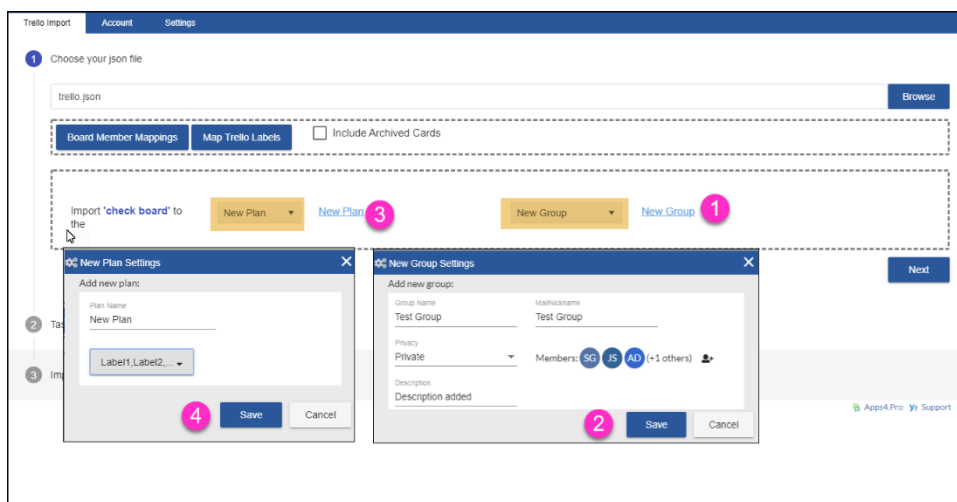### Step 2.3: Map Trello Board members with Planner users

When you migrate a Trello board, some of the board members may not be available in Planner or they may be available with different name, you can easily map the board members with Planner users.

Step 2.4: Select Target Plan

In this step you can provide target plan to migrate data. You have following three options to choose target plan.

- Migrate into new plan in new group
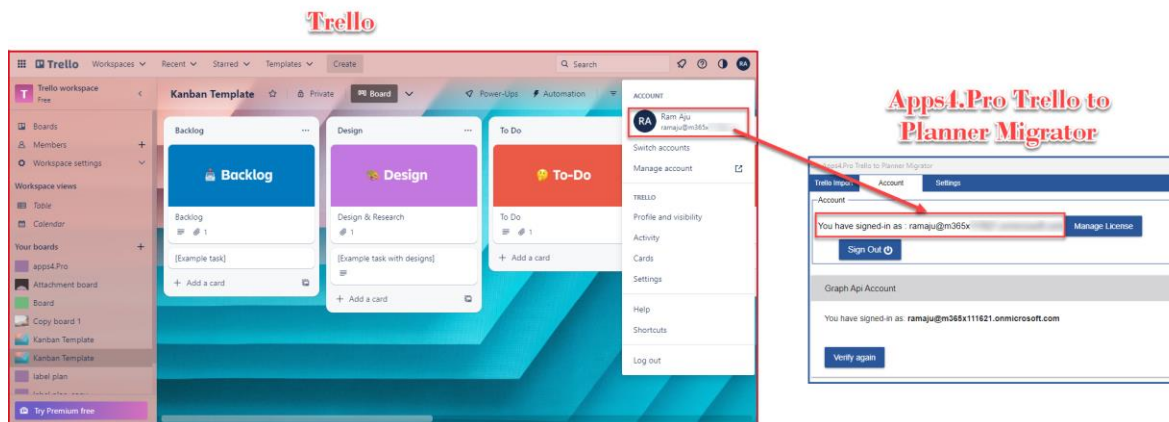- Create new plan in existing group
- Copy all cards into existing Plan

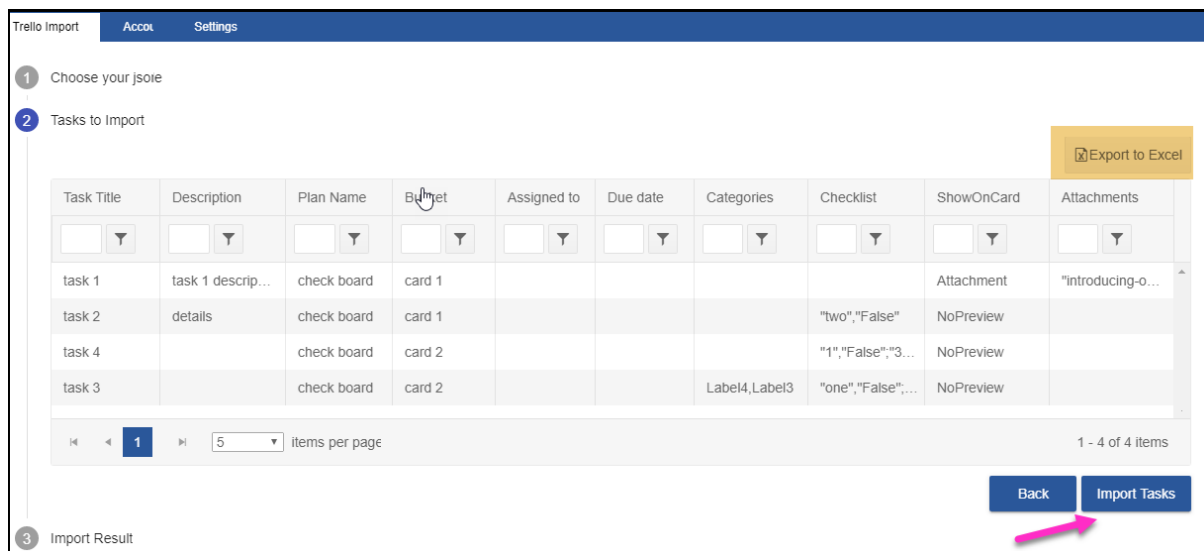## Step 3: Import tasks

Pre-requisite :

Step 1 : From a Web Browser, log in to trello.com with the Office 365 Account used in Step 1.1. Make sure you log in the same browser from where you have added the extension.

Step 2 : Open a board that you have used for importing.

The above steps are mandatory to get your attachments migrated to the target.

Now you can click **Import Tasks** button to migrate Trello cards into Planner plan.

Step 4: Import Result

Once the process completed, you can export the result to Excel file and ensure all the required Trello cards are successfully migrated or not.

3 Import Result

Export to Excel

Plan Name	Task Title	Status
Gold Plan	task 1	Task imported successfully
Gold Plan	task 2	Task imported successfully
Gold Plan	task 4	Task imported successfully
Gold Plan	task 3	Task imported successfully

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