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When you are moving to the Microsoft Office 365 or SharePoint Online cloud, there are a lot of reasons to keep your local file system, for example:

- to edit files with non cloud-based applications or legacy systems
- to work offline and with increased performance
- for integration into local business processes
- for compliance reasons
- as some kind of local backup (or to manage "cloud" backup with common backup software)

But you don't have to miss the benefits of the cloud. You can synchronize selected parts of your local file system with a SharePoint library in the cloud, bi-directional if required.

This presentation shows how this works step-by-step with the Layer2 Cloud Connector for Office 365 and SharePoint 2010.

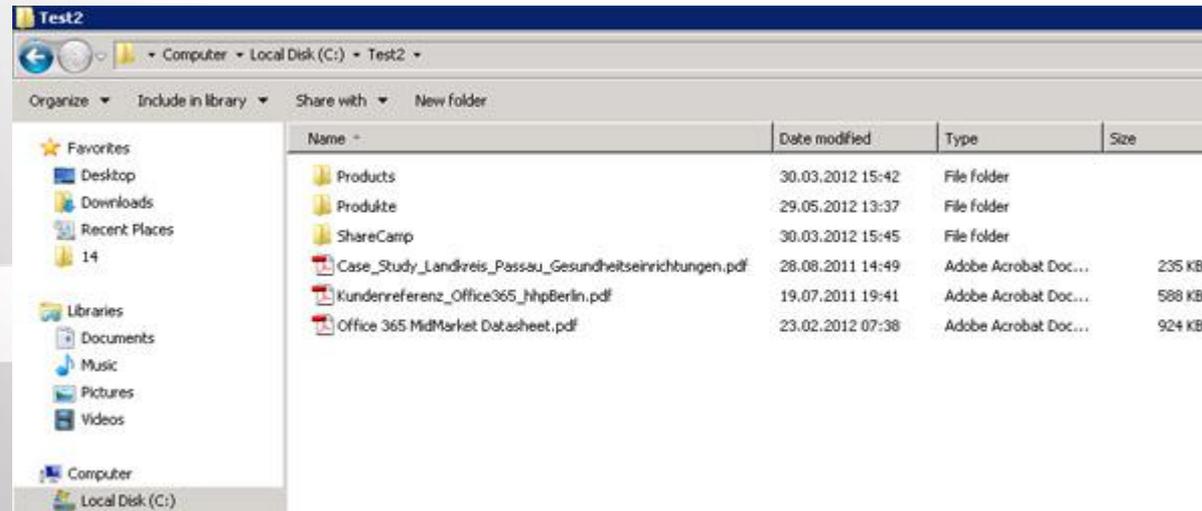


"I am thoroughly impressed with your software. It is an excellent concept, has extremely comprehensive functionality and is easy to configure."

**Brent Seeney, Information Systems Support Manager
at INEX Independent Extrusions Limited**

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Step 1: Locate your source file system directory



Assuming you have a local file system like this, e.g. some folders to sync with Office 365.

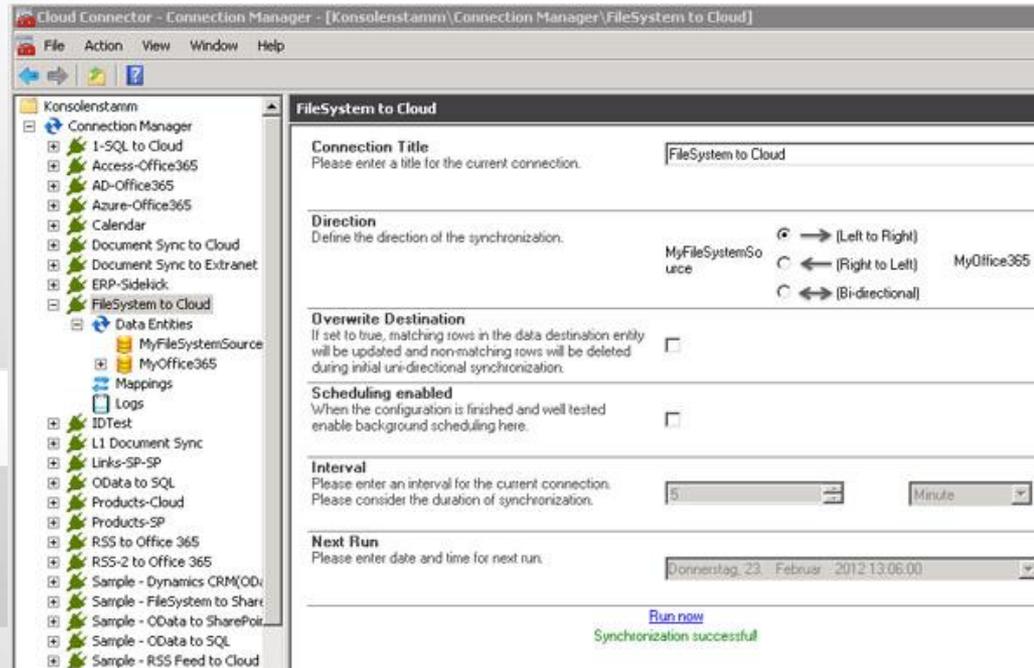
- You can filter file names or types later on in data source setup
- The file system data source is recursive by default (including subfolders)



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Step 2: Setup your connection

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Setup a new connection definition for file system to cloud replication, unidirectional in this example:

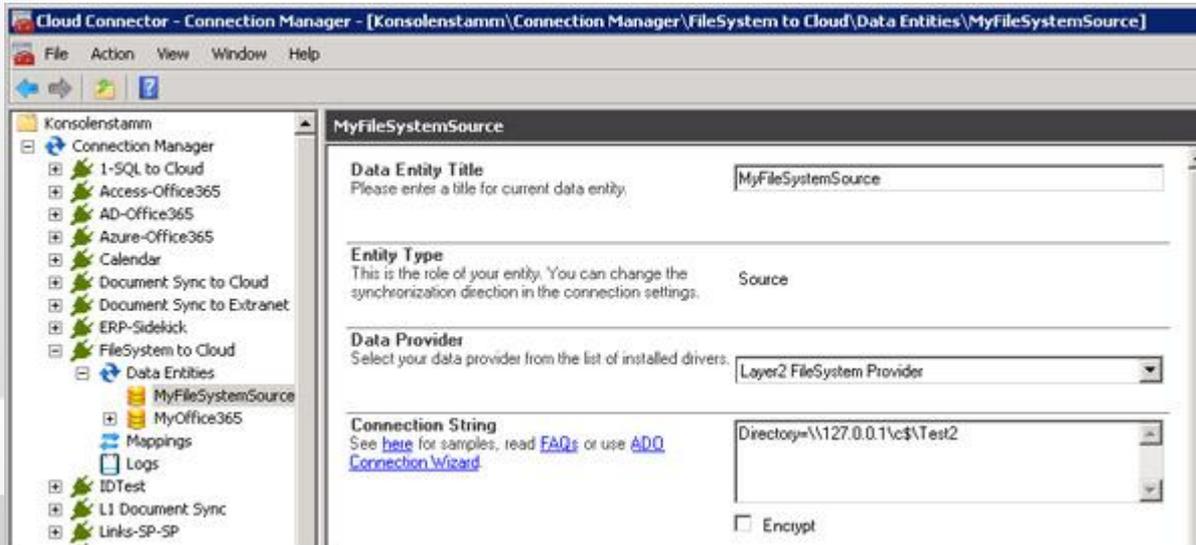
- There is a bi-directional option available, if required later on, to sync back changes done in the SharePoint library back to file system.
- There is an overwrite option to use for cleanup, if your library already contains some data.
- Do not enable scheduling at this point. Please enable scheduling later on, when all tests are passed.

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Step 3: Setup your data source

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Setup a data source for file system to cloud replication:

- Select the Layer2 FileSystem Provider as Data Provider.
- Enter the source directory (root) "Test2" with the notation Directory=\\127.0.0.1\c\$\Test2 as connection string.
- Directory: Root path where the files will be read from (mandatory).
- UserName / Password: Optional credentials to connect to target path.
- FilenameFilter: Optional search pattern for filtering files by name or extension. Parameter accept standard windows file search pattern like *, ?.

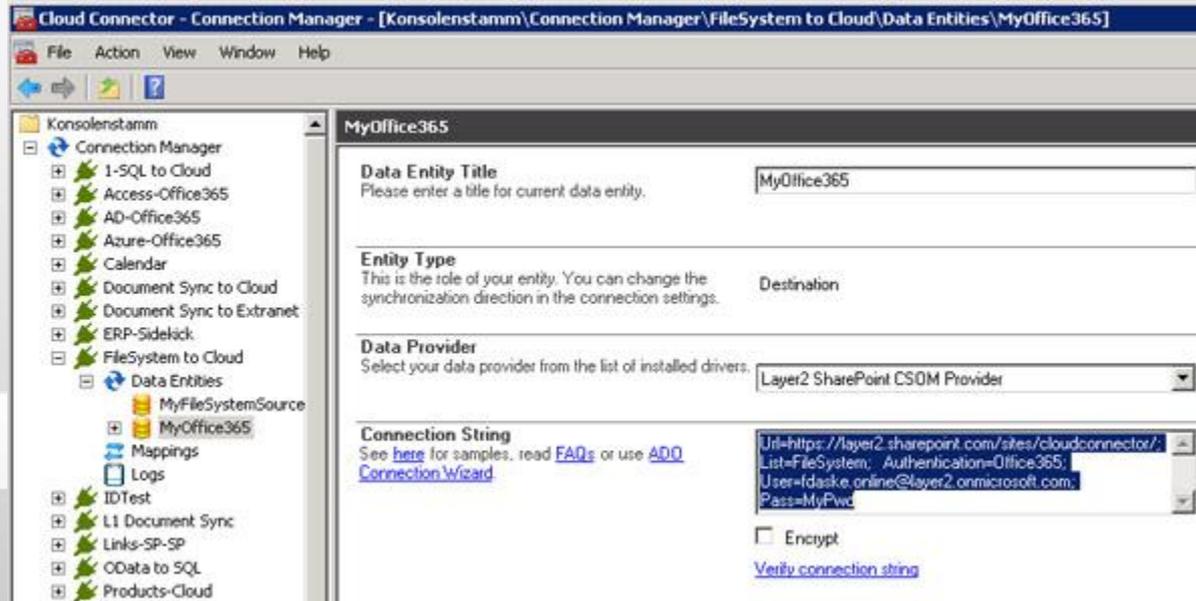


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Step 4: Setup your data destination

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Setup a data destination for file system to cloud replication:

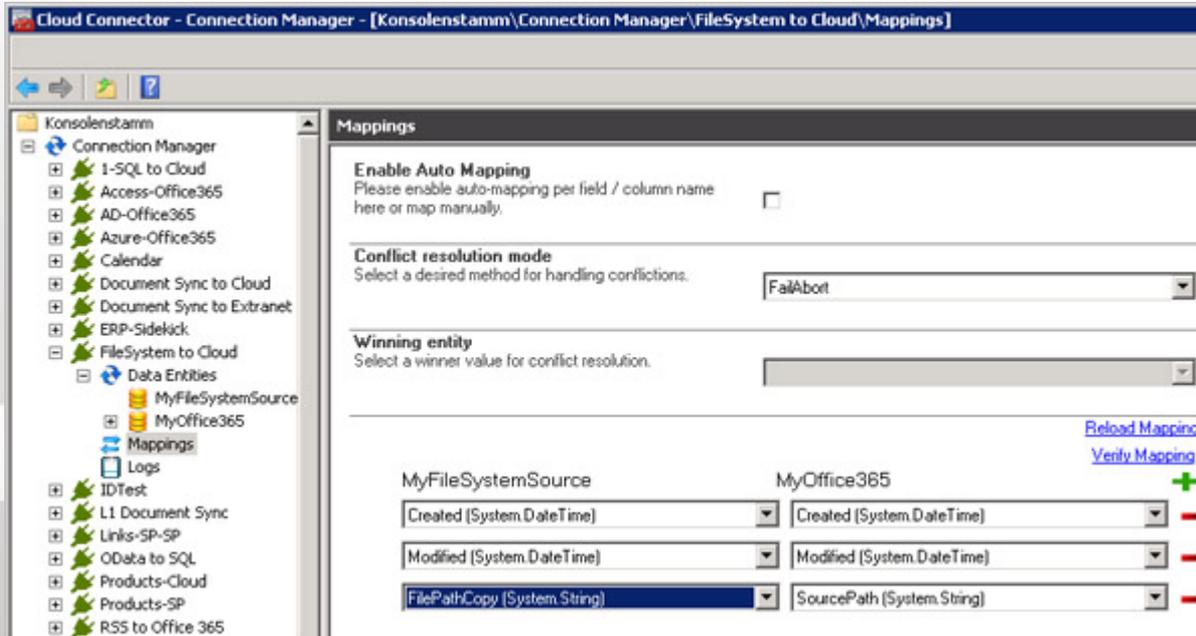
- Create a SharePoint library manually in the Office 365 cloud with columns required.
- Select the Layer2 SharePoint CSOM Provider to communicate with the cloud using web services.
- Setup the connection string for example as:
 Url=https://mydomain.sharepoint.com/sites/mysite/; List=myList;
 Authentication=Office365; User=myUser.online@layer2.onmicrosoft.com;
 Pass=myPassword
- There are other authentication methods available, if required. See CC manual for this.
- The URL goes to the site that hosts the library.

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Step 5: Setup your meta data column mapping

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Setup your meta data column mapping for file system to cloud replication:

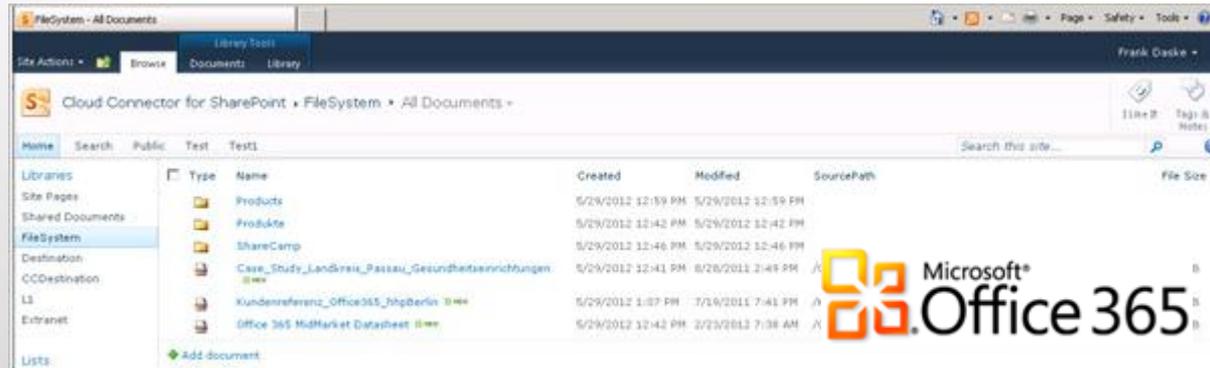
- You don't have to map the file content itself, this is done automatically by the provider.
- You can map file system meta data as Created / Modified to the corresponding or additional SharePoint columns.
- Please be careful to map author data to the SharePoint meta data fields. That will fail in most cases with the cloud because of different tokens in both worlds. It is planned for future versions to provide translation. At this time you can map e.g. author to some additional SharePoint text field like "Original Author".
- You have the original file location path available in the FilePathCopy field to map to some additional field on SharePoint, for example SourcePath.

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Step 6: Run connection and access data from everywhere

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When all connection settings are done and verified successfully, go back to the configuration settings and run the connection first time. After all files are transferred, you can benefit from your local data replicated to the cloud.

- In case of errors while replicating first time, please see the log section. Please increase log level for more details, if required.
- Replication can take some time, depending on amount of data and bandwidth. See progress bar.
- Later on, only changed items are replicated, this is much faster compared to initial replication.
- To setup automatic background replication, e.g. every 24 hours go to connection settings again and enable scheduling. Make sure that the Cloud Connector Windows Service is up and running.

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As a Microsoft Gold Certified Partner based in Hamburg / Germany, Layer2 is one of the leading providers of Microsoft SharePoint extensions in Europe with a major focus on Data Integration, Collaborative Knowledge Management and Social Networking.

- 1991: Formation as “Cords und Jacobi, EDV-Beratung und IT-Dienstleistungen” in Hamburg / Germany
- 2001: Renamed to Layer2 GmbH
- 2003: Focusing on Microsoft technologies, particularly .NET and SharePoint
- 2007: Market entry Austria and Switzerland
- 2008: Microsoft Certified Partner
- 2009: Microsoft Gold Certified ISV Partner (renewed 2011)





You can download and use a completely FREE shareware version of the **SharePoint Cloud Connector** today at:

<http://www.layer2.de/en/products/Pages/Cloud-Connector-for-SharePoint-2010-Office365.aspx>

See FAQs or contact sales@layer2.de for more information. Please note, that there are more SharePoint features and web parts available on www.layer2.de/en/.

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