

## What to expect



### Migration overview

- Scheduling your firm for both the trial and live migrations depend on availability. Your deployment administrator will be able to advise you on when your migrations will take place.
- Migration from PCLaw to esiLaw is a multi-step process because data is being migrated from a third-party application. This may lead to unexpected results after your migration which we will work with you to correct.
- To ensure a smooth transition, we first complete a pre-migration of your PCLaw data into your esiLaw 360 account. At this time, you will continue to complete your work in your PCLaw as normal, as well as validate that the data we have migrated to your new esiLaw account is correct and accounted for. You should also use this trial period to become familiar with the program while using your own data to test. Any issues that arise should be identified and fixed during this time.
- Once you are satisfied with the way the data has been migrated and you are comfortable using the program, we can schedule a live migration whereby we will repeat the migration process again, but with updated PCLaw data. At this point, you'll be able to stop using PCLaw and begin using esiLaw 360.
- Everybody's data is a little bit different, and we cannot guarantee a perfect migration. It's important to flag issues that you think might be migration related, so that we can fix them as soon as possible.
- We migrate your data as-is. Any data issues present in PCLaw will remain that way in esiLaw.
- While the actual migrations may only take a few hours, preparing your data and your firm for the transition may require more time.



## What we need from you

- Start by signing up for esiLaw 360. You can do this using the order form located on our website. This blank install will eventually be transformed into your working esiLaw 360 – it is the account we will load your data into. Please indicate on the form that a migration will be required to ensure you are not billed until it is completed.
- In the time leading up to your live migration, try to become familiar with the program layout and functions.
- Prepare your data to be migrated from PCLaw. We will provide a checklist of items to be completed. We migrate your data as is. If your PCLaw data contains data issues, they will be present in your esiLaw 360 account.
- Sign up for a free esiLaw 360 overview session. You'll be able to ask questions and see a live demo of the program. We can even load your account with test data for you to practice with to familiarize yourself with the program layout.



## What support can I expect?

- You will be contacted by a deployment administrator who will be your first point-of-contact before and during your migration.
- You will also be supported by our training team who will help guide you through learning the program through [live group webinars](#), and provide any helpful resources such as [recorded training](#) that you can watch at your convenience.
- Once the live migration is complete, you will be supported by our esiLaw support team who will be able to assist you regarding any post-migration questions or concerns.