

# Manual

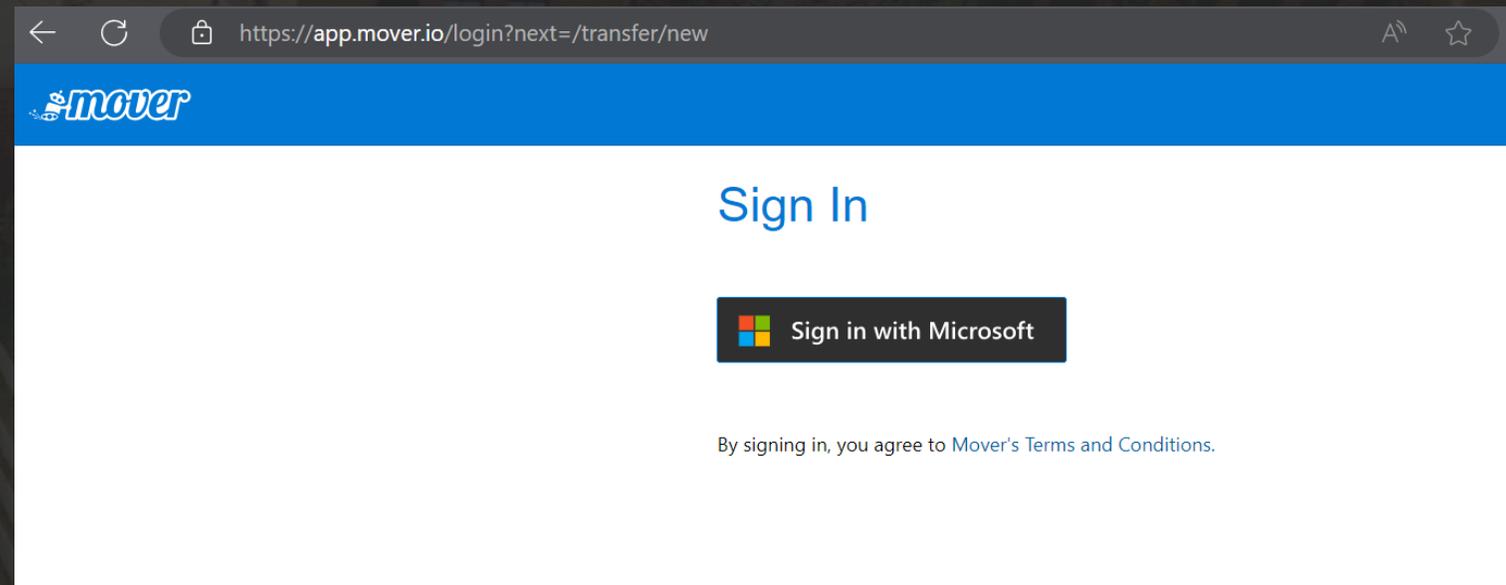
## ¿Cómo transferir archivos a su OneDrive personal con el Asistente para transferencia de Mover?

Dirección de Sistemas y Tecnologías de la Información

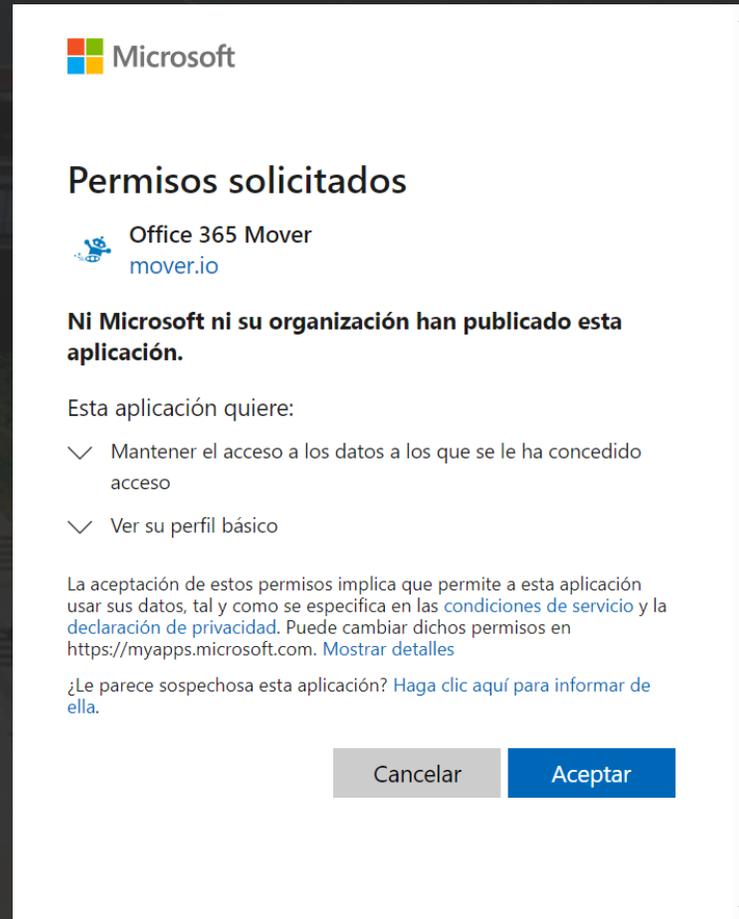


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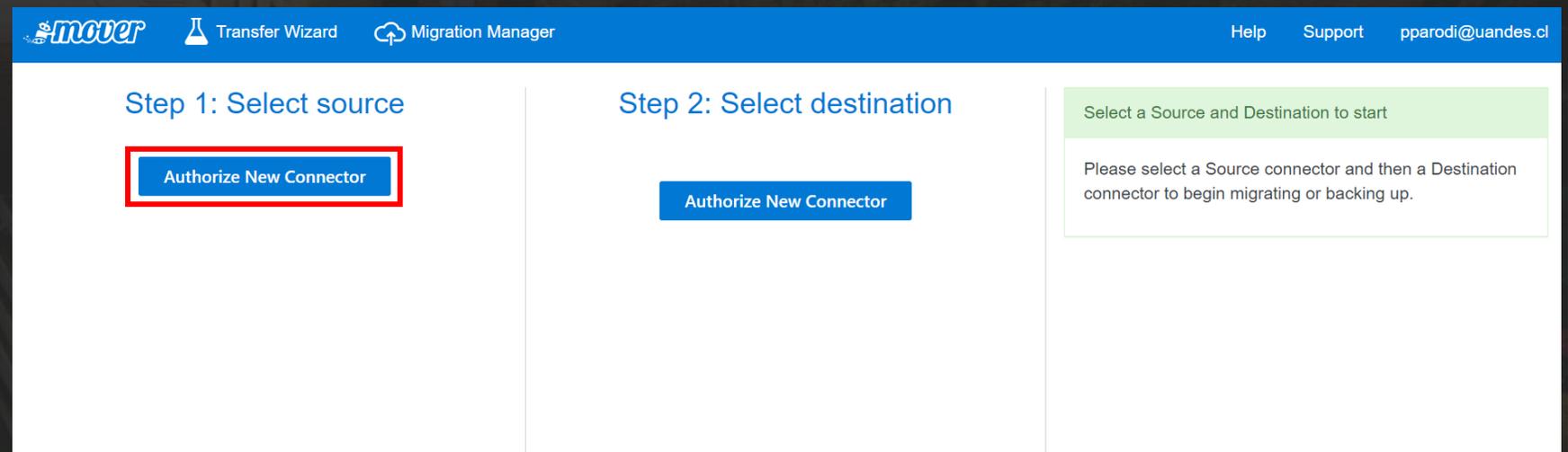
1. Dirígete a la página de inicio de sesión de [Mover](#). Ingresa con tu cuenta @miuandes.



2. La primera vez que inicies sesión en Mover con tu cuenta de Microsoft (@miuandes), se te pedirá permiso para acceder a tus archivos. Selecciona “Aceptar” para continuar.

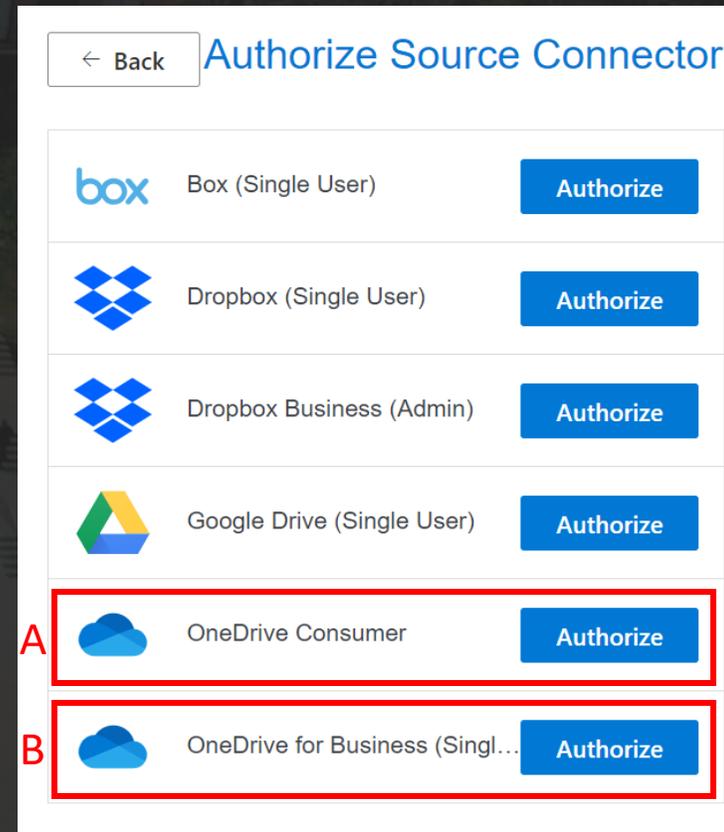


3. En la página siguiente, en “Paso 1: Seleccione Origen”, selecciona “Autorizar Nuevo Conector”.

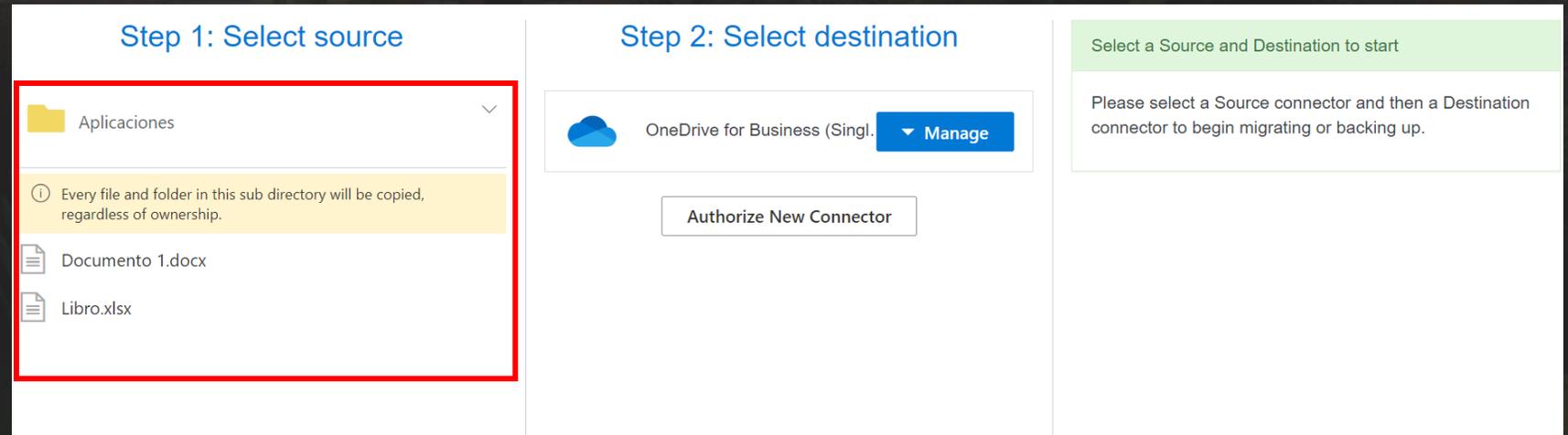


The screenshot displays the Mover web interface. The top navigation bar includes the Mover logo, 'Transfer Wizard', 'Migration Manager', 'Help', 'Support', and the email 'pparodi@uandes.cl'. The main content area is divided into two steps: 'Step 1: Select source' and 'Step 2: Select destination'. In Step 1, the 'Authorize New Connector' button is highlighted with a red rectangular border. In Step 2, there is also an 'Authorize New Connector' button. To the right of the steps, a green box contains the text: 'Select a Source and Destination to start'. Below this, a white box contains the instruction: 'Please select a Source connector and then a Destination connector to begin migrating or backing up.'

4. A continuación, selecciona el OneDrive desde el que quieres transferir.
- a) Selecciona “Autorizar” en “Consumidor de OneDrive” si se transfiere desde otra cuenta de Microsoft.
  - b) O bien, para una cuenta profesional o educativa, selecciona “Autorizar” en “OneDrive para la Empresa (usuario único)”. Para nuestro caso se selecciona la opción B.



5. Inicia sesión con tu cuenta de Microsoft o con la cuenta que usas con la escuela para autorizarla como ubicación de origen. Revisa y selecciona los archivos y carpetas que deseas mover. Ten en cuenta que todos los archivos y carpetas del directorio que selecciones se moverán.



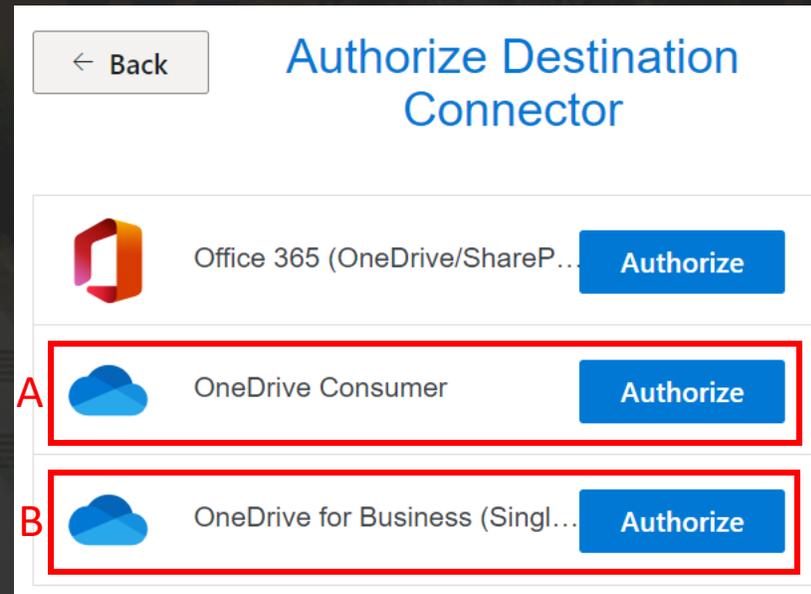
The screenshot displays a two-step migration process. Step 1, 'Select source', shows a folder named 'Aplicaciones' selected, with a red box highlighting it and its contents: 'Documento 1.docx' and 'Libro.xlsx'. A warning message states: 'Every file and folder in this sub directory will be copied, regardless of ownership.' Step 2, 'Select destination', shows 'OneDrive for Business (Singl.)' selected with a 'Manage' button and an 'Authorize New Connector' button. A final instruction box says: 'Select a Source and Destination to start. Please select a Source connector and then a Destination connector to begin migrating or backing up.'

6. Para elegir la ubicación a la que se moverán los archivos, haz clic en “Autorizar Nuevo Conector” en “Paso 2: Seleccionar destino”.

The screenshot displays a two-step migration process. Step 1, 'Select source', shows a folder named 'Aplicaciones' containing files 'Documento 1.docx' and 'Libro.xlsx'. A yellow warning box states: 'Every file and folder in this sub directory will be copied, regardless of ownership.' Step 2, 'Select destination', shows 'OneDrive for Business (Singl.)' as the selected destination with a 'Manage' button. A red box highlights the 'Authorize New Connector' button. A green header on the right says 'Select a Source and Destination to start', and a white box below it says 'Please select a Source connector and then a Destination connector to begin migrating or backing up.'

7. En la página siguiente, selecciona “Autorizar” junto a la Cuenta de Microsoft a la que deseas mover los archivos.

- a) “Consumidor OneDrive” si es tu cuenta personal de Microsoft.
- b) “OneDrive para la Empresa” si es cuenta de trabajo o escuela.



8. Selecciona una carpeta existente a la que moverás los archivos o selecciona “Crear carpeta” si quieres una nueva carpeta para tus documentos.

The screenshot displays the OneDrive migration interface, divided into three sequential steps:

- Step 1: Select source**: Shows a folder named "Aplicaciones" selected. A warning message states: "Every file and folder in this sub directory will be copied, regardless of ownership." Below this, two files are listed: "Documento 1.docx" and "Libro.xlsx".
- Step 2: Select destination**: Shows "OneDrive Consumer" selected. A red box highlights the "Create Folder" option. Below it, a list of destination folders is shown, also highlighted with a red box: "Desktop", "Documentos", "Imágenes", and "Getting started with OneDrive.pdf".
- Step 3: Start transferring**: Features a yellow warning box titled "Long path restriction on OneDrive Consumer" with the text: "Please note that OneDrive Consumer has path length limitations. Our pre-scan will help identify these. Please [contact support](#) or [read our handy guides](#) for more information." A blue "Start Copy" button is located at the bottom right.

9. En “Paso 3: Empezar a transferir”, selecciona “Iniciar copia”. Mover transfiere una copia de los archivos escolares a tu cuenta de Microsoft personal.

The screenshot displays the Microsoft OneDrive migration interface, divided into three sequential steps:

- Step 1: Select source**: Shows a folder named "Aplicaciones" selected. A warning message states: "Every file and folder in this sub directory will be copied, regardless of ownership." Below this, two files are listed: "Documento 1.docx" and "Libro.xlsx".
- Step 2: Select destination**: Shows "OneDrive Consumer" selected as the destination. A "Create Folder" option is available. Below it, several folders and files are listed: "Desktop", "Documentos", "Imágenes", and "Getting started with OneDrive.pdf".
- Step 3: Start transferring**: Features a yellow warning box titled "Long path restriction on OneDrive Consumer" with the text: "Please note that OneDrive Consumer has path length limitations. Our pre-scan will help identify these. Please [contact support](#) or [read our handy guides](#) for more information." A blue "Start Copy" button is prominently displayed and highlighted with a red border.

10. Si quieres ver más información sobre la transferencia, revisa los datos en “Transferir”. Por ejemplo, si tienes archivos omitidos, selecciona el número de archivos de la columna y revísalos.

Normal Transfers Migration Actions

**Transfers ( 1 / 1 )**      **Files**      **Data**

0	0	1	0	0	2	0	17.325 KB	0 Bytes
New	Running	Complete	Issues	Failures	Complete	Issues	Complete	Issues

1 transfer selected | *OneDrive for Business (Single User) to OneDrive Consumer*      User Actions      Scan 1 Transfer      Rerun 1 Transfer

Active Filters (learn more):

	Status	Source Path	Destination Path	Files Successful	Files Failed	Files Skipped	Data Successful	Data Failed
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Success	/Aplicaciones	/Documentos	2			17.325 KB	



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