

Uploading files to the Open Store

The Open Store for your domain is the place where you store files. The different methods for uploading data to the Open Store depend on the source of the files and are mentioned below

Method 1: Uploading files

Files can be directly uploaded to the Open Store using the [Open Store Application \(https://docs.mithi.com/home/inactive-storage-app-guide\)](https://docs.mithi.com/home/inactive-storage-app-guide) OR a tool such as S3 Browser, AWS Snowball.

Option 1: Using the Open Store Application

Files accessible via your desktop can be uploaded to the Open Store using the [Open Store Application \(https://docs.mithi.com/home/file-operations-using-the-open-store-application\)](https://docs.mithi.com/home/file-operations-using-the-open-store-application). This application is available to the domain administrators of the Vaultastic domain. This option is suitable when the volume of data to be uploaded at a time is small.

Option 2: Using third party tools to upload data to an S3 bucket

The second option is to download and install a third-party tool such as the S3 browser on your desktop to upload the files. To upload using a third party tool, you need to request a key to the underlying S3 bucket on which the Open Store for your domain is hosted. This key has to be registered with the third party tool. Broadly, there are two steps in uploading the raw data using a third party tool such as the S3 browser.

- [Configure the S3 browser on your machine and create an external bucket \(https://docs.mithi.com/home/configure-s3-browser-to-access-the-vaultastic-inactive-store-bucket\)](https://docs.mithi.com/home/configure-s3-browser-to-access-the-vaultastic-inactive-store-bucket)
- [Upload files \(https://helpcenter.mithi.com/support/solutions/articles/48001150358-legacyflo-how-to-upload-email-data-files-to-s3-bucket-using-s3-browser-\)](https://helpcenter.mithi.com/support/solutions/articles/48001150358-legacyflo-how-to-upload-email-data-files-to-s3-bucket-using-s3-browser-)

This option is suitable when the volume of data to be uploaded is more than that can be handled by the Open Store application.

Note: Any 3rd party tools required to upload data to the S3 bucket, including those recommended have to be purchased by you, the customer.

Option 3: Using the AWS Snowcone/Snowball

When migrating large volumes of data, it is advisable to use the AWS Snowcone or Snowball to transport data from your data center to the AWS data center in the selected region. Refer to the AWS documentation on ordering and using a device in the AWS Snow family.

Note: Any 3rd party tools required to upload data to the S3 bucket, including those recommended have to be purchased by you, the customer.

Method 2: Copy email data from live mailboxes into data files on the Open Store

Email data residing in mailboxes on the source servers, can be converted to data files on the Open Store. The [LegacyFlo \(https://docs.mithi.com/home/legacyflo\)](https://docs.mithi.com/home/legacyflo) service is used to this conversion.

There are two ways in which the LegacyFlo service can be used. The appropriate method depends on the number of mailboxes to be migrated to data files on the Open Store.

- If the number of mailboxes is small, requests to [LegacyFlo can be fired using the Open Store Application](https://docs.mithi.com/home/file-operations-using-the-open-store-application) (<https://docs.mithi.com/home/file-operations-using-the-open-store-application>) itself.
- If the number of mailboxes is large, it is advisable to [login to the LegacyFlo](https://docs.mithi.com/home/how-to-login-to-the-legacyflo-application) (<https://docs.mithi.com/home/how-to-login-to-the-legacyflo-application>) interface and [submit multiple requests](https://docs.mithi.com/home/how-to-submit-multiple-data-migration-requests-in-legacyflo-application) (<https://docs.mithi.com/home/how-to-submit-multiple-data-migration-requests-in-legacyflo-application>) for each mailbox.

Method 3: Configure Vaultastic to automatically move email data from the Active Store to data files on the Open Store

You can configure Vaultastic to automatically move vault data from the Active Store to the Open Store. For details, refer to [this topic](https://docs.mithi.com/home/move-data-between-active-and-inactive-store#moving-data-from-active-to-inactive-store) (<https://docs.mithi.com/home/move-data-between-active-and-inactive-store#moving-data-from-active-to-inactive-store>).

Method 4: Manually copy email data from the Active Store to data files on the Open Store

To copy data from the Active Store to Open Store on-demand, you can use LegacyFlo as [described here](https://docs.mithi.com/home/how-to-move-data-between-vaultastic-v4-active-and-open-stores) (<https://docs.mithi.com/home/how-to-move-data-between-vaultastic-v4-active-and-open-stores>) [E.](https://docs.mithi.com/home/backup-data-from-vaultastic-v4-to-s3) (<https://docs.mithi.com/home/backup-data-from-vaultastic-v4-to-s3>)

Method 5: Backup data from Freshdesk Solutions, GDrive, OneDrive to the Open Store

You can use LegacyFlo to backup data from users GDrive or OneDrive accounts to compressed files on the Open Store.

The appropriate method is determined by the number of drives to be processed.

- For uploading data for a small set of users, use the [upload options in the Open Store Application](https://docs.mithi.com/home/file-operations-using-the-open-store-application) (<https://docs.mithi.com/home/file-operations-using-the-open-store-application>).
- For uploading in bulk, login to your LegacyFlo account and [submit multiple requests](https://docs.mithi.com/home/how-to-submit-multiple-data-migration-requests-in-legacyflo-application) (<https://docs.mithi.com/home/how-to-submit-multiple-data-migration-requests-in-legacyflo-application>) of type [GDrive-S3-Zip](https://docs.mithi.com/home/backup-gdrive-data-onto-the-vaultastic-open-store) (<https://docs.mithi.com/home/backup-gdrive-data-onto-the-vaultastic-open-store>) or [OneDrive-S3-Zip](https://docs.mithi.com/home/backup-onedrive-data-onto-the-vaultastic-open-store) (<https://docs.mithi.com/home/backup-onedrive-data-onto-the-vaultastic-open-store>).

To backup Freshdesk Solutions data, use the [Upload option in the Open Store Application](https://docs.mithi.com/home/file-operations-using-the-open-store-application) (<https://docs.mithi.com/home/file-operations-using-the-open-store-application>)
