

# **Guide to migrating data between cloud storage accounts**

iCloud and Google Drive

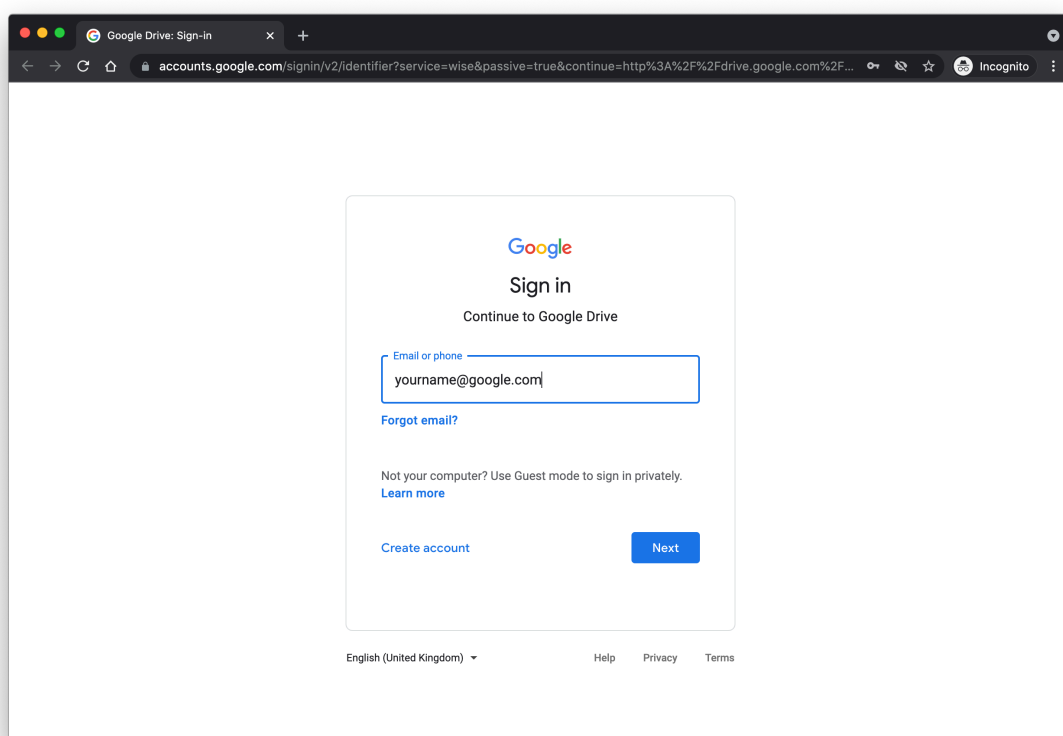
SJI Junior School

11 October 2021

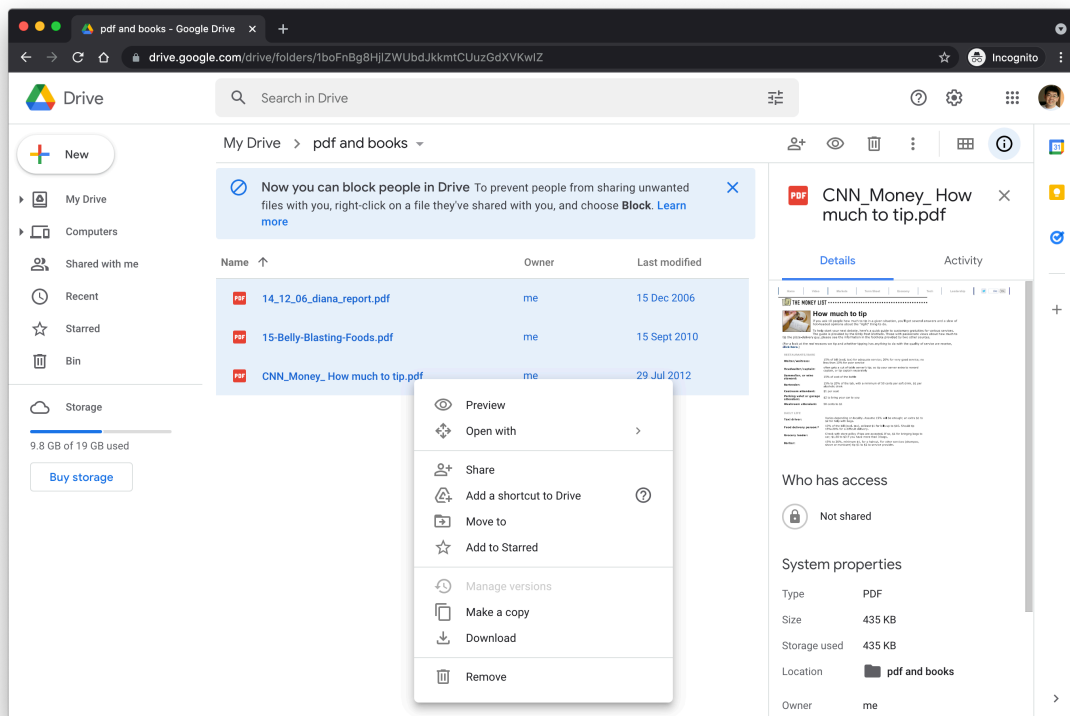
Summary : To migrate data from one cloud storage to another, we will need to use a computer and a browser to copy data to the local drive, before re-uploading them to the new cloud storage.

Do the below steps on a computer, not on the iPad.

Step 1 : Sign into existing Google Drive account

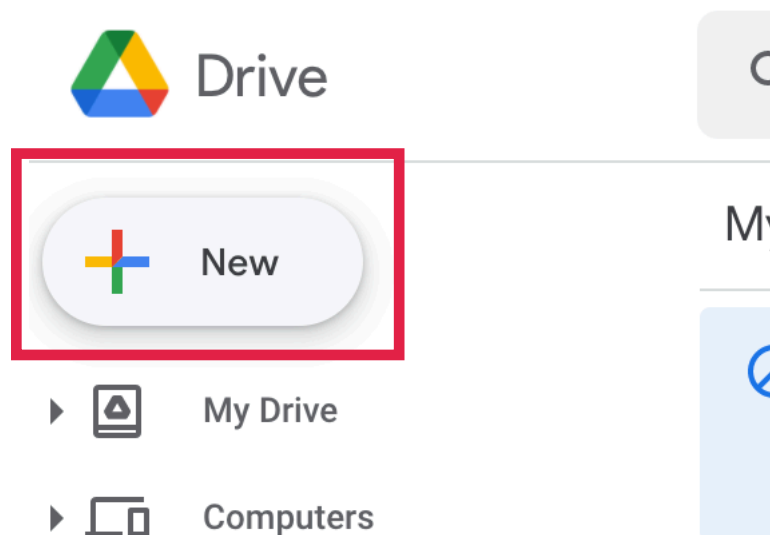


Step 2 : Navigate to the files and folders that you wish to migrate.  
Select them and right-click to “Download”



Step 3 : Sign out from existing Google Drive account and sign in to the new Google Drive account that you wish to migrate the data to.

Step 4 : Click on New on the top left corner and upload your files and folders from your local drive.





Drive



Search in



Folder



File upload



Folder upload



Google Docs



Google Sheets



Google Slides



Google Forms

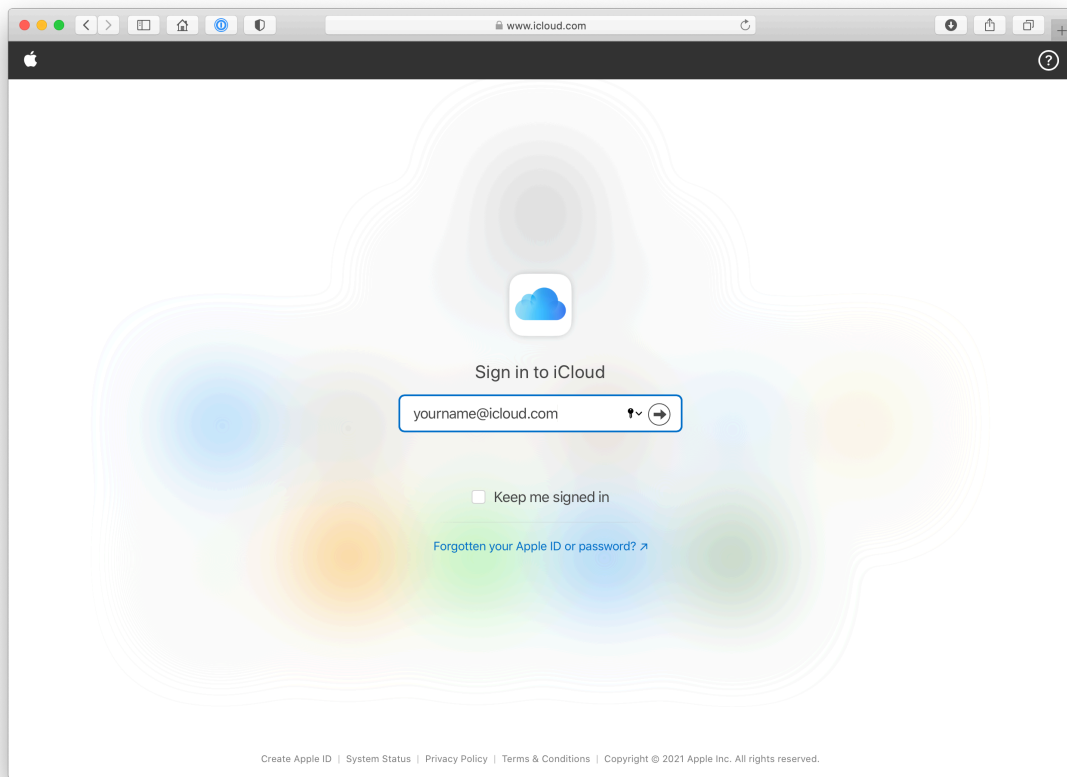


More

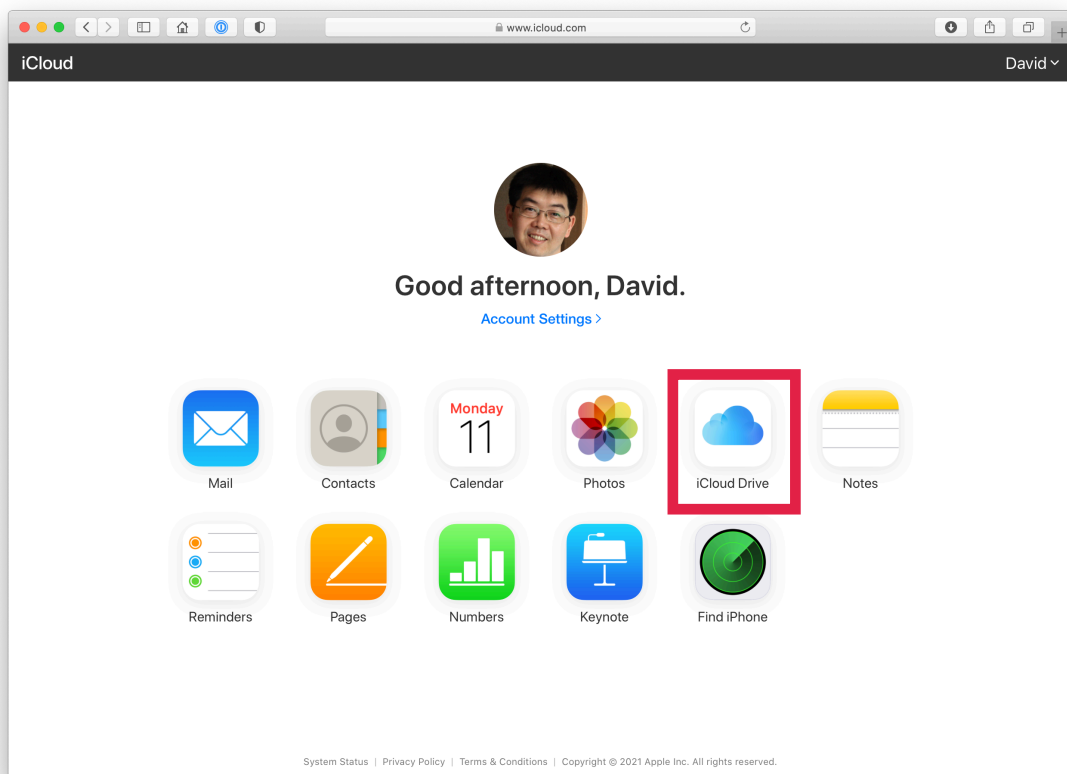


Storage

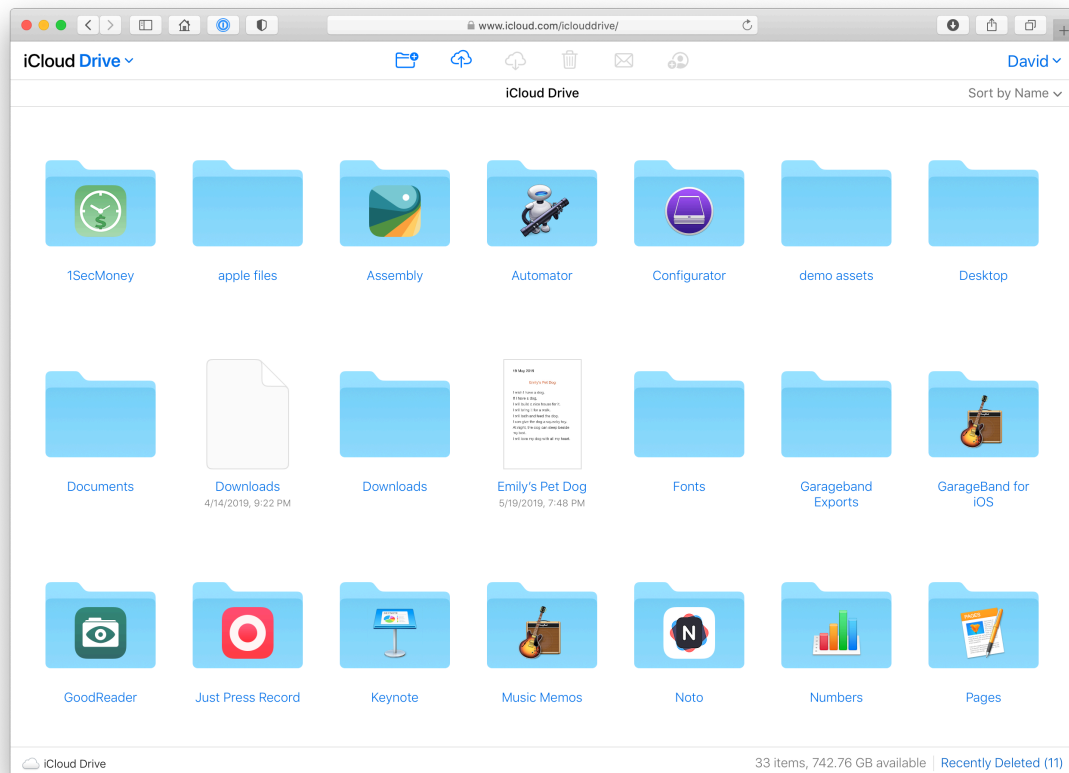
Step 5 : Similarly, to migrate to a new Apple ID (iCloud account), sign into existing Apple ID at [www.icloud.com](http://www.icloud.com).



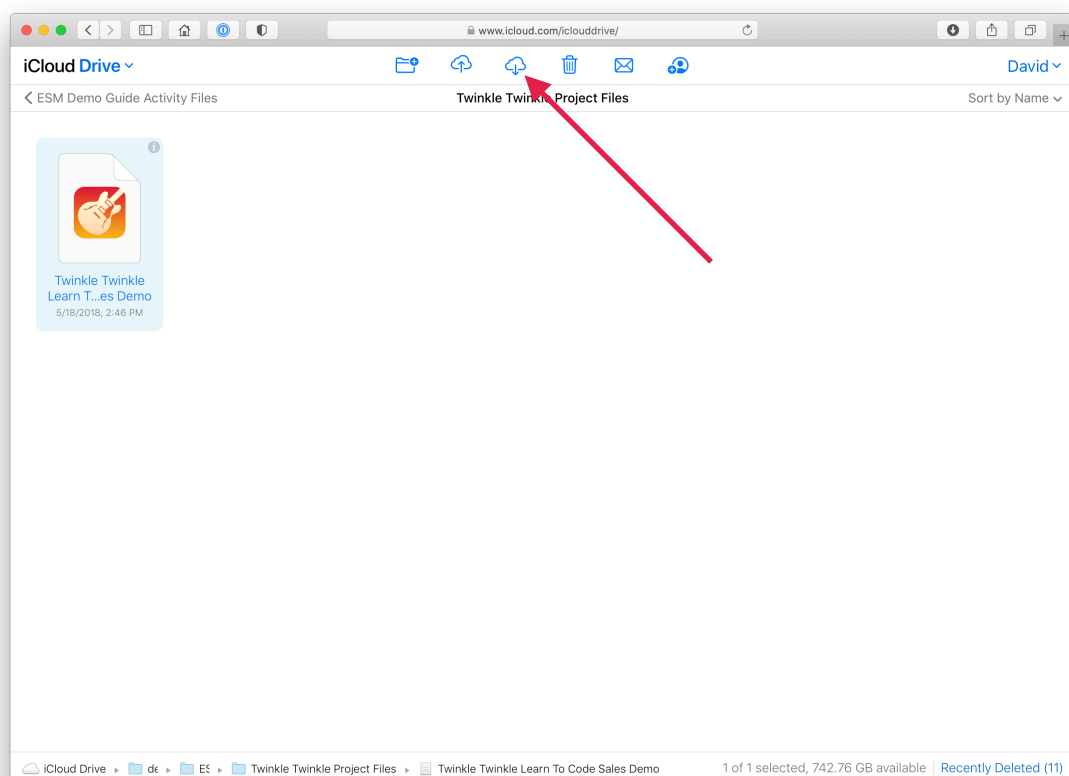
Step 6 : Click into iCloud Drive from the landing page.



Step 7 : Navigate to the file / folder and select it.



Step 8 : You may not be able to select the folder, so select each file within a folder and click the Download icon along the top.

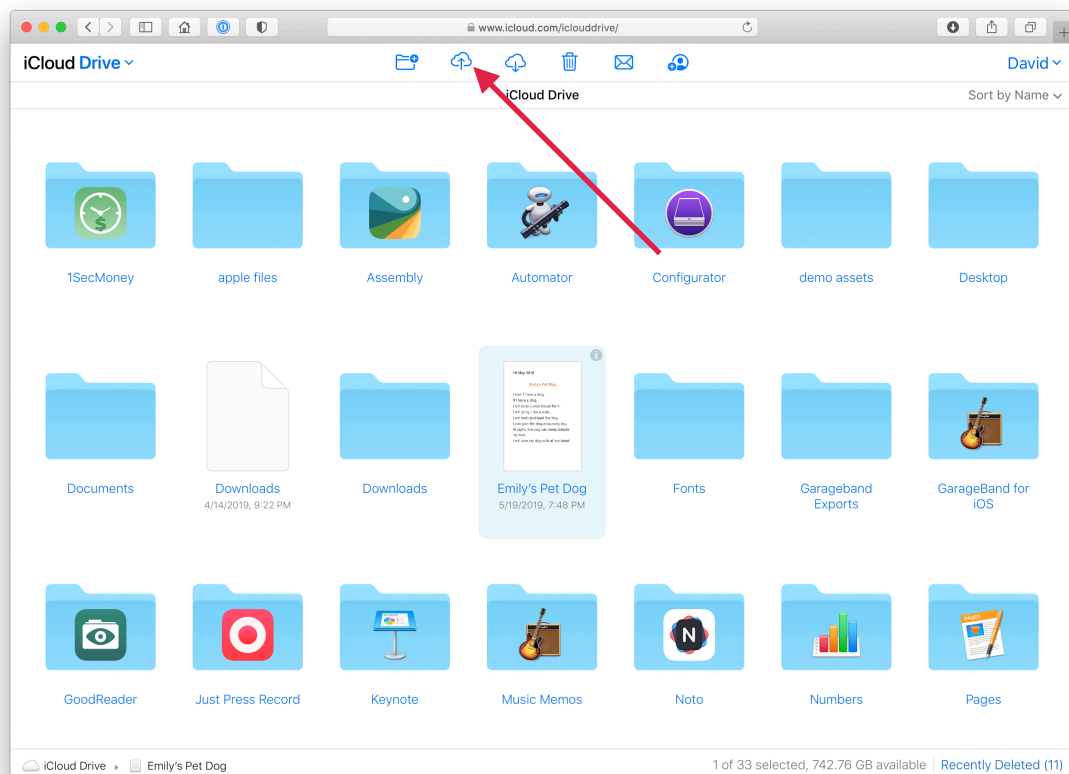


Step 9 : Download all the files you wish to migrate to the local drive on the computer.

Step 10 : After downloading all your files from the previous Apple ID, sign out from iCloud Drive.

Step 11 : Sign into the new Apple ID and go into iCloud Drive.

Step 12 : Click on the “Upload” icon to select the files you wish to copy into iCloud Drive.



Step 13 : Once everything is done, sign out from all accounts on the computer.

Step 14 : On the iPad, sign into Google Drive and iCloud Drive. Allow some time for synchronisation and you will see all the files that you have uploaded.