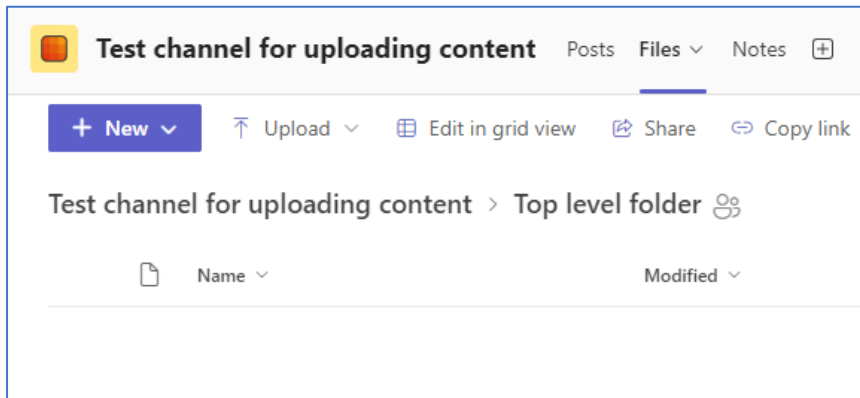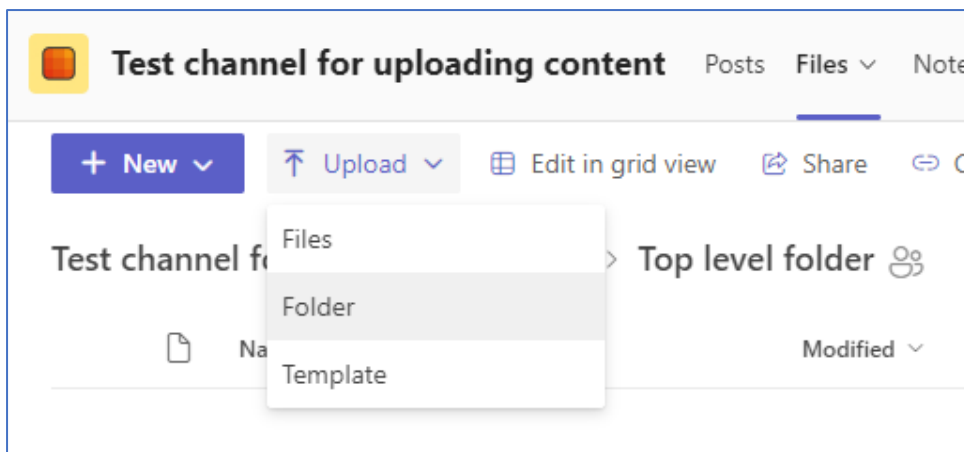**Keeping an eye on the progress of content migration to Teams**

Open the Teams Files section where you want to migrate content to, and any folders the content will be stored in.
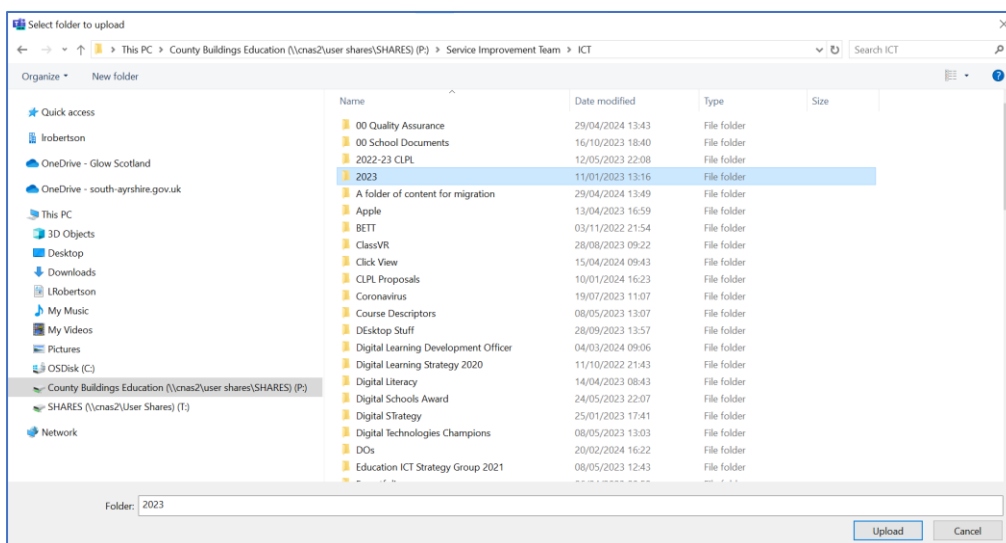

Click **Upload** and select **Folder**

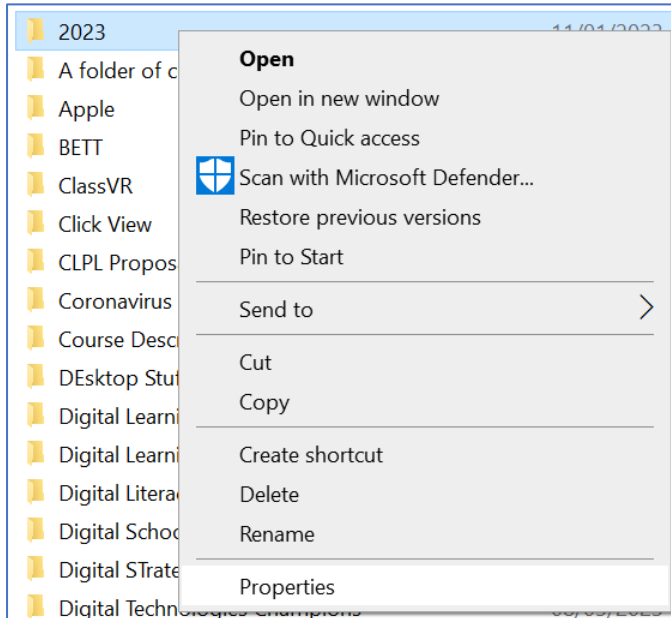Navigate to the shared area where the content to be migrated is stored.

Click on the folder – avoid selecting a folder that contains a large number of sub-folders, break it down into smaller chunks.
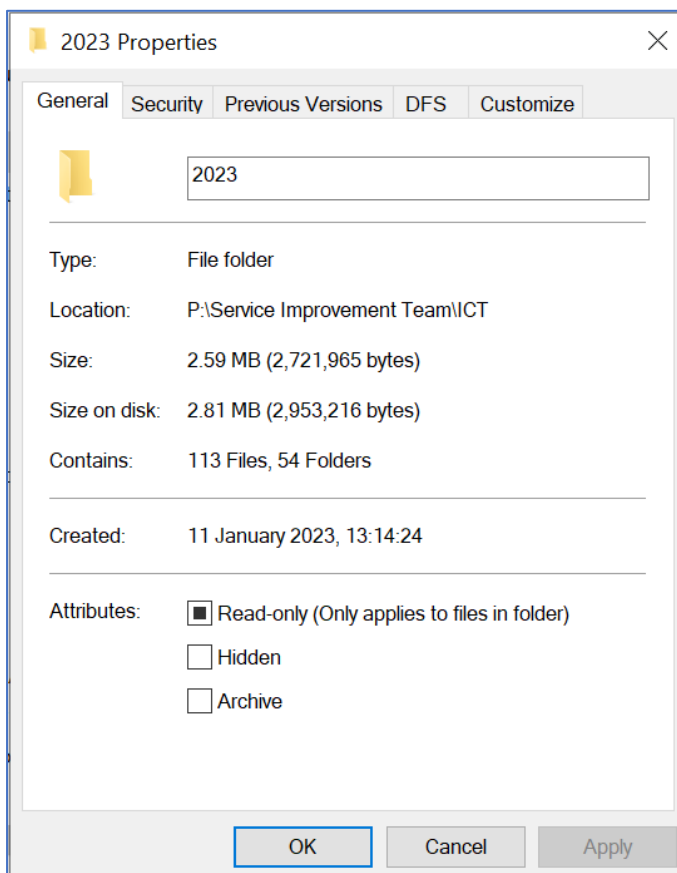
Click **Upload**

Prior to this you might want to check the size of the folder and how many folders and files are contained within it.

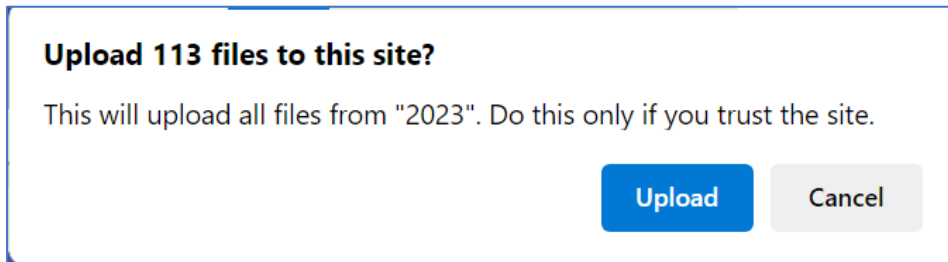Open File Explorer, right click on the folder and select **Properties**

You will see how many sub folder are contained within this folder and also the number of files.
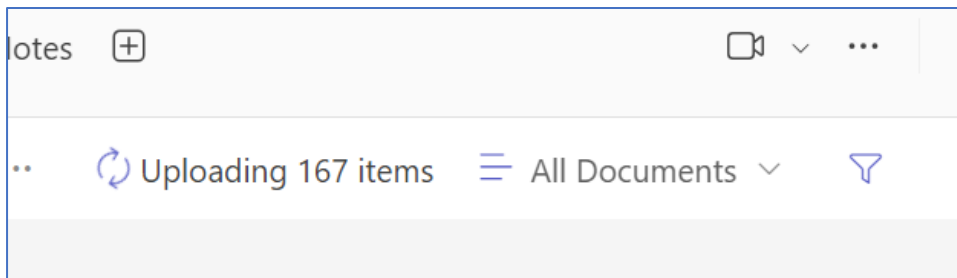
This information will be useful when you check that the content successfully migrated to Teams. Please note that any empty folders in the shared drives **won't** migrate to Teams.
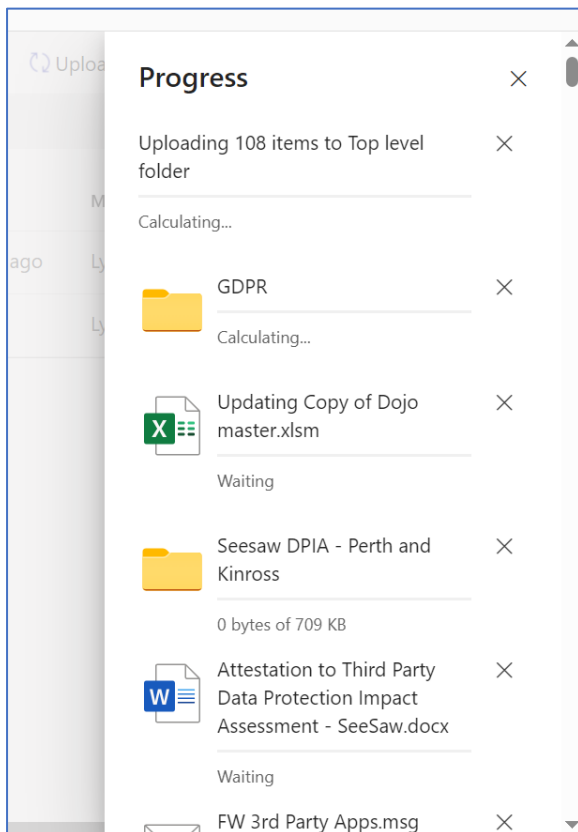
You'll be asked to confirm that you want to upload these files to Teams; click **Upload**
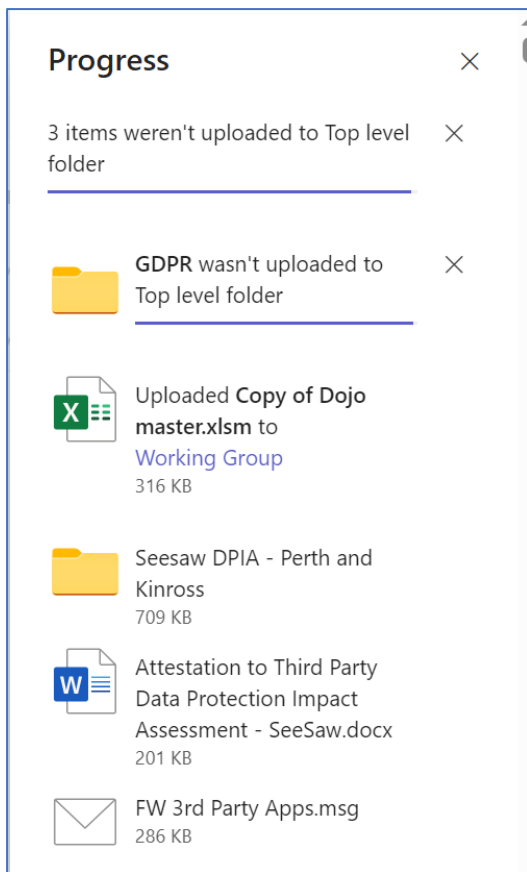

You will see the uploading progress information at the top, right of the screen.
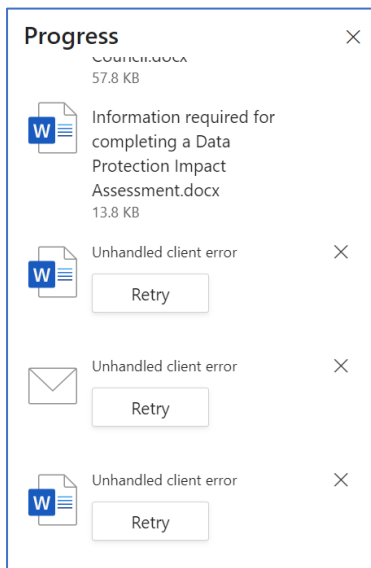

Whilst this upload progress information is on display click on it and you can keep an eye on how much has migrated so far, what has migrated and what is still to be migrated. Any migration failures should be displayed in this window.

In the screenshot below you can see that 3 folders were unsuccessful

If you scroll through, you can see any content that hasn't migrated. Click **Retry**

The file should upload successfully after clicking Retry.