

## Shared UW NetIDs

### UW Gmail

*Is the email address associated with the Shared UW NetID in use?*

- NO** - no further action required.
  - *WARNING:* Use the [Manage UW NetID Resources](#) tool to verify the email forwarding setting of every Shared UW NetID.
- YES** - but email service and content are not needed:
  - All incoming emails will bounce back with an error to the sender, and all content will be deleted when UW Google services are removed from the Shared UW NetID on August 29, 2023, *and cannot be recovered.*
- YES** - and email will continue to be used:
  - [Change UW Email Forwarding to UW Office 365](#)

### UW Google Drive

*Is there content stored in the Shared UW NetID's UW Google Drive?*

- NO** - no further action required.
- YES** - but content is not needed:
  - All content will be deleted when UW Google services are removed from the Shared UW NetID on August 29, 2023, *and cannot be recovered.*
- YES** - and want to keep this content, migration plans are needed:
  - Determine type and use of content then choose a destination(s):
    - [UW Google Shared Drive](#) (Available spring 2023)
    - [Shared UW NetID owner's](#) UW Google account (individual)
    - [UW Office 365 OneDrive for Business](#)
    - [UW Office 365 SharePoint Online](#)
    - [UW Office 365 Microsoft Teams](#)
    - [UW Google account](#) (individual)
    - [U Drive](#)
    - Other (self-storage)

### UW Google Shared Drive

*Is/are there UW Google Shared Drive(s) associated with this Shared UW NetID?*

- NO** - no further action required.
- YES** - but do not want to keep the UW Google Shared Drive(s):
  - All content will be deleted when UW Google services are removed from the Shared UW NetID on August 29, 2023, *and cannot be recovered.*
- YES** - and want to keep the UW Google Shared Drive(s) content:
  - [Ensure a current UW Employee is in the Manager role](#); must use the UW employee's @uw.edu email address associated with their personal NetID.

*Is/are there UW Google Shared Drive(s) that have this Shared UW NetID in the Manager role?*

- NO** - no further action required.
- YES** - but do not want to keep the Shared Drive:
  - All content will be deleted when UW Google services are removed from the Shared UW NetID on August 29, 2023, *and cannot be recovered.*
- YES** - and want to keep the Shared Drive:
  - [Add a current UW employee to the Shared Drive in the Manager role](#); must use the UW employee's @uw.edu email address associated with their personal NetID.

## YouTube

*Is there a YouTube account associated with this Shared UW NetID?*

- NO** - no further action required.
- YES** - but the channel is no longer needed:
  - The YouTube channel and all content will no longer be accessible when UW Google services are removed from the Shared UW NetID on August 29, 2023, *and cannot be recovered.*
- YES** - and the channel will be kept:
  - [Migrate to a Brand Account](#)

## Photos

*Is there any content in the Google Photos service associated with this account?*

- NO** - no further action required.
- YES** - and the photos will not be kept:
  - All content will be deleted when UW Google services are removed from the Shared UW NetID on August 29, 2023, *and cannot be recovered.*
- YES** - and the content will be kept:
  - [Set up partner sharing](#) to move photos from one Google account to another.
  - [Copy your photos to a service outside of Google](#) .

## Analytics (website data)

*Is/are there website(s) that this Shared UW NetID is set up to access Google Analytics?*

- NO** - no further action required.
- YES** - but the historical analytics data will not be kept:
  - Analytics will no longer be accessible when UW Google services are removed from the Shared UW NetID on August 29, 2023, *and cannot be restored.*
- YES** - and the historical analytics data will be kept:
  - [Export and share reports](#)

Google Sites, Forms, Jamboards, Collab, etc.

- If any other not-already specified Google content—such as the examples listed here—exists, the content must be recreated elsewhere.
  - Transfer tools cannot migrate this content to another Google drive/account or any other platforms.
- Please click here for more information on [other website hosting options offered by UW.](#)

## UW Google Shared Drives

*Is/are there UW Google Shared Drive(s) in use?*

- NO** - no further action required.
- YES** - but do not want to keep the UW Google Shared Drive(s):
  - All content will be deleted when UW Google services are removed from the Shared UW NetID on August 29, 2023, *and cannot be recovered.*
- YES** - and want to keep the UW Google Shared Drive(s):
  - [Ensure a current UW employee is in the Manager role](#); must use the UW employee's @uw.edu email address associated with their individual NetID.

## Over Quota

*Is the content of the UW Google Drive over the 100GB quota limit?*

- NO** - no further action required.
- YES** - and want to keep this content, migration plans are needed:
  - Determine type and use of content then choose a destination(s):
    - [UW Google Shared Drive](#) (Available spring 2023)
    - [Shared UW NetID owner's](#) UW Google account (individual)
    - [UW Office 365 OneDrive for Business](#)
    - [UW Office 365 SharePoint Online](#)
    - [UW Office 365 Microsoft Teams](#)
    - [UW Google account](#) (individual)
    - [U Drive](#)
    - Other (self-storage)