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Managing videos in Stream and Microsoft 365

www.gravityunion.com

Housekeeping

1. The video **recording** and **slides** will be shared in 1-2 days
2. Use the **q/a** for questions and comments
3. **Captions** available under the ellipses (more) menu

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What we're covering

Let's talk about everything you need to know about managing videos in SharePoint and Microsoft 365.

Takeaways :

- Planning the migration from Stream (Classic) to Stream (on SharePoint)
- Creating a great user experience for organizing and viewing videos
- Governance advice for managing the lifecycle of videos including managing expiration dates and retention

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Senior Consultant

- 10+ years of SharePoint intranet consulting experience
- 15+ years of UX design, consulting, marketing, and product management experience
- Previously with Microsoft as a Program Manager in their SharePoint team
- Collabware Specialist

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- 5+ years of SharePoint, Microsoft 365, ECM experience
- Microsoft 365 – Teams Administrator
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Introducing Stream (on SharePoint)

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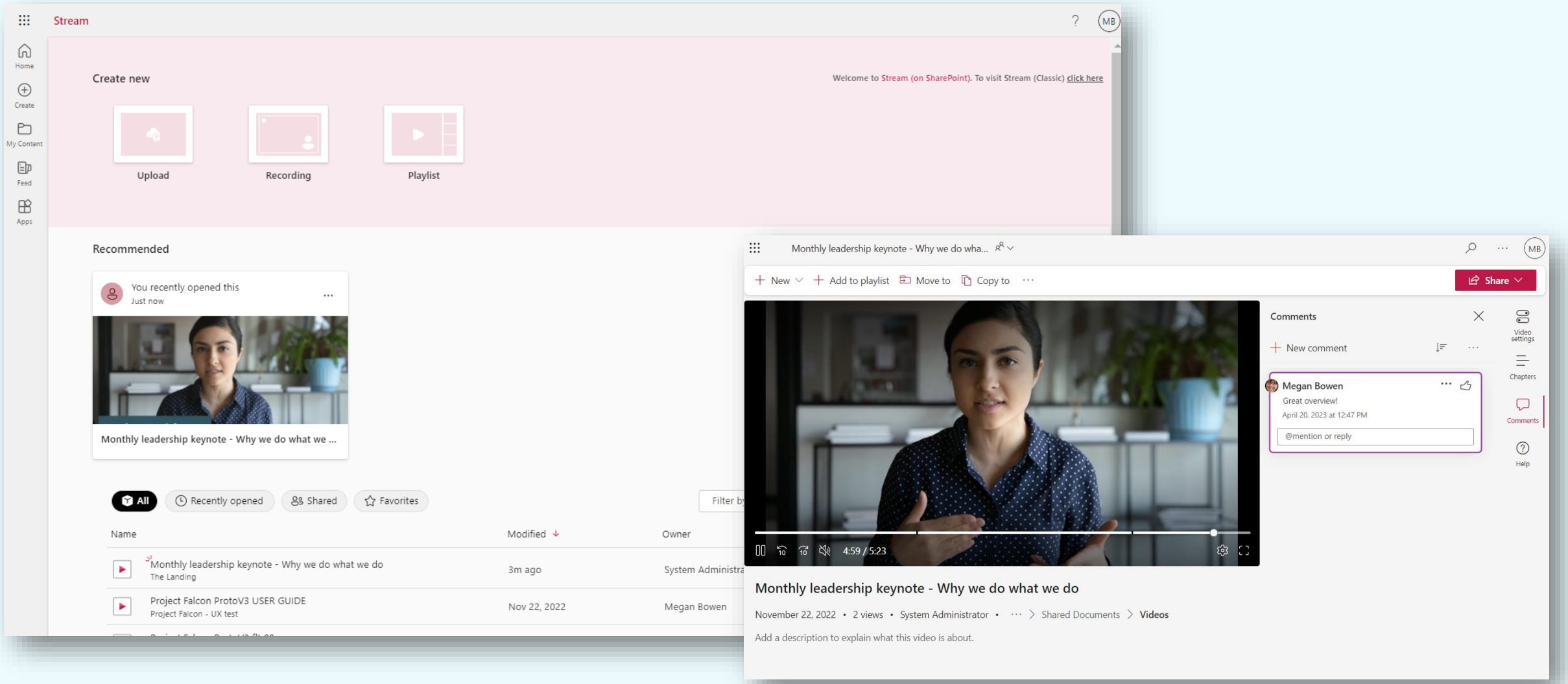
Meet the new Stream (on SharePoint)



Stream Classic vs. New

Stream (Classic) is using video files stored on the retiring microsoftstream.com service

Stream (on SharePoint) manages and plays video files **directly** stored in SharePoint, Teams, and OneDrive

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Why the shift?

Stream (Classic) was not connected to Microsoft 365

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Included in the new Stream:

- [x] Versions
- [x] eDiscovery
- [x] Legal holds
- [x] Retention policies
- [x] Audit logs
- [x] Permissions
- [x] APIs
- [x] Analytics
- [x] ....

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Keep in mind:

- With Stream (on SharePoint), there's no longer a special place you must put videos
- It’s less of a central video portal – instead, focus on embedding videos in context or with a topic
- Users upload or create new videos like they would any other file, directly in SharePoint, Teams, OneDrive and Yammer

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Let's see it in action

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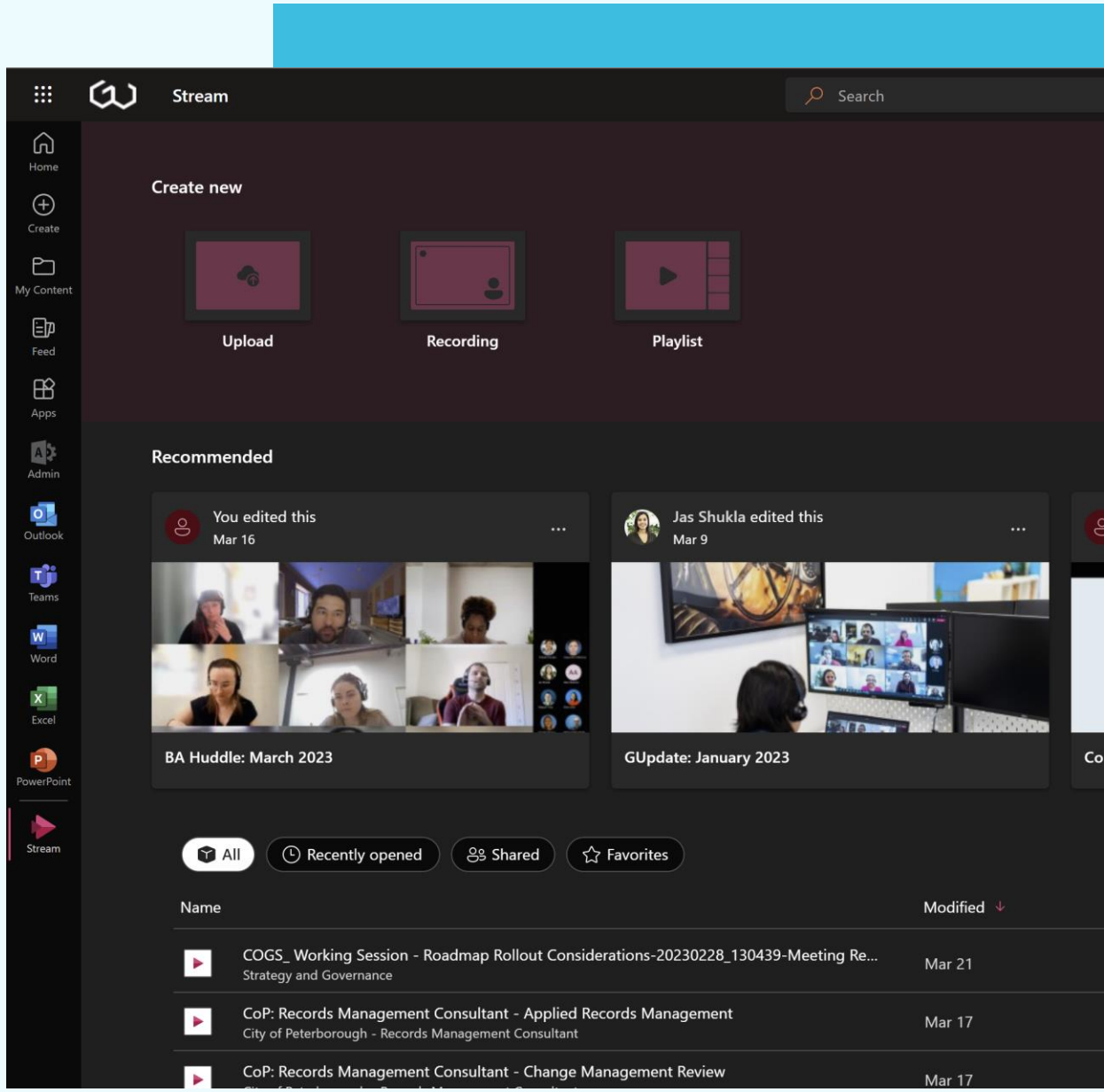
Stream on SharePoint

Uses search to find and roll-up content across the platform



Features for Videos

- [x] Thumbnail
- [x] About video
- [x] Transcript and captions
- [x] Chapters
- [x] Comments
- [x] Analytics
- [x] Noise suppression

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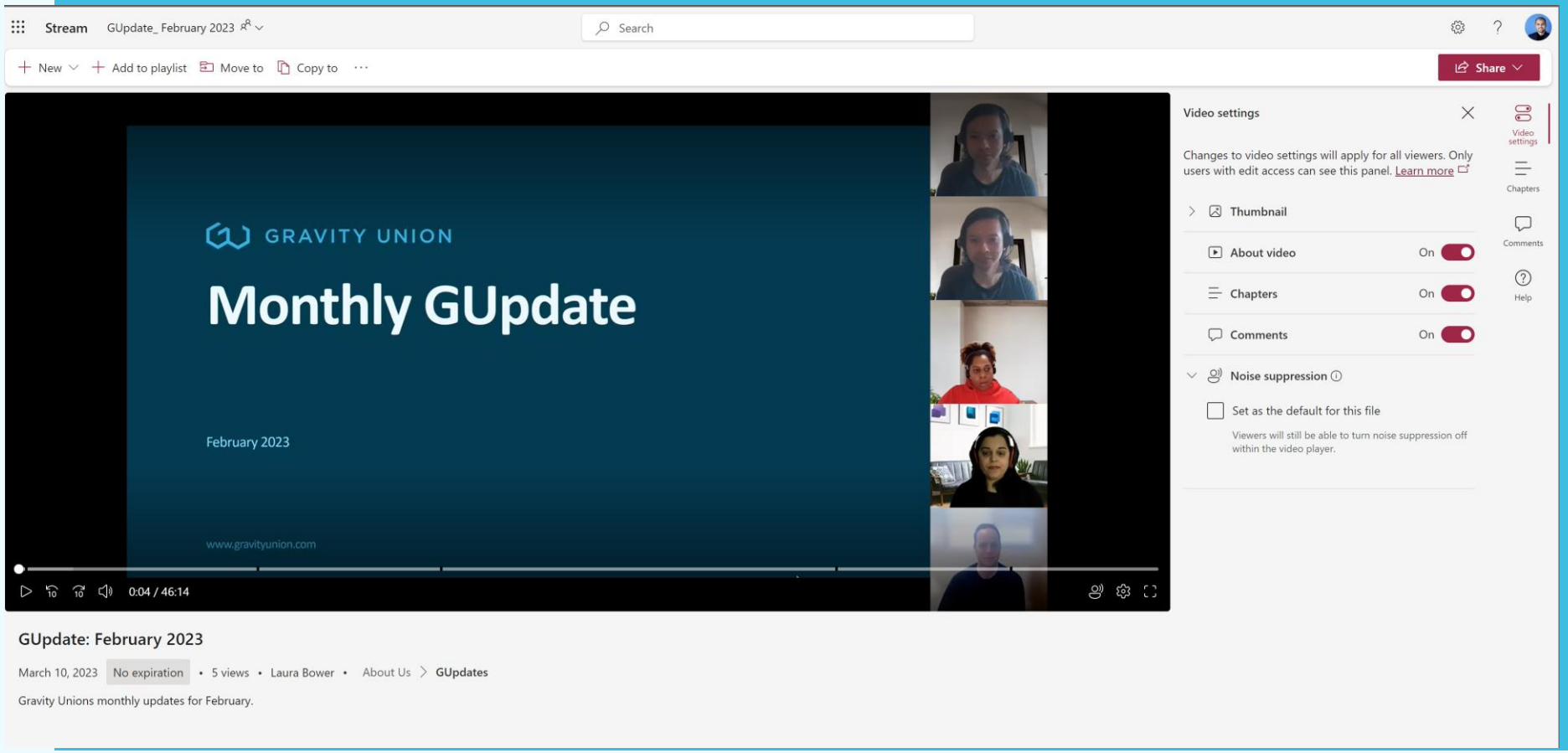
Video Settings



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Recordings

- Most recordings, Teams Meeting Recordings and Video Recordings are stored in the host or creator's OneDrive.
- Teams Meetings hosted in a Teams channel will be stored directly to SharePoint in the default Documents library for that Team
  - Documents > Channel Name > Recordings

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Migration

Moving existing content from Stream Classic to Stream (On SharePoint)

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Stream Classic Retirement Timeline

Check for updates:
https://aka.ms/StreamClassicRetireTimeline

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Migration Strategy

Before migrating to Stream (on SharePoint) you will need to decide on your strategy

- [x] Migrate everything immediately (Lift & Shift)
- [x] Selectively migrate content (Recommended)

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Migration Plan

1. Familiarize users with Stream (on SharePoint)
   - Block uploads to Stream Classic
2. Change Management: Communicate with end-users and content owners about the upcoming change
3. Take inventory and plan the content to migrate
4. Identify the destination for content in SharePoint and OneDrive; Work with content owners.
   - Design or build SharePoint destination when necessary
5. Migrate test or pilot content
6. Complete all migrations as quickly as possible
7. Disable Stream Classic and remove user licenses

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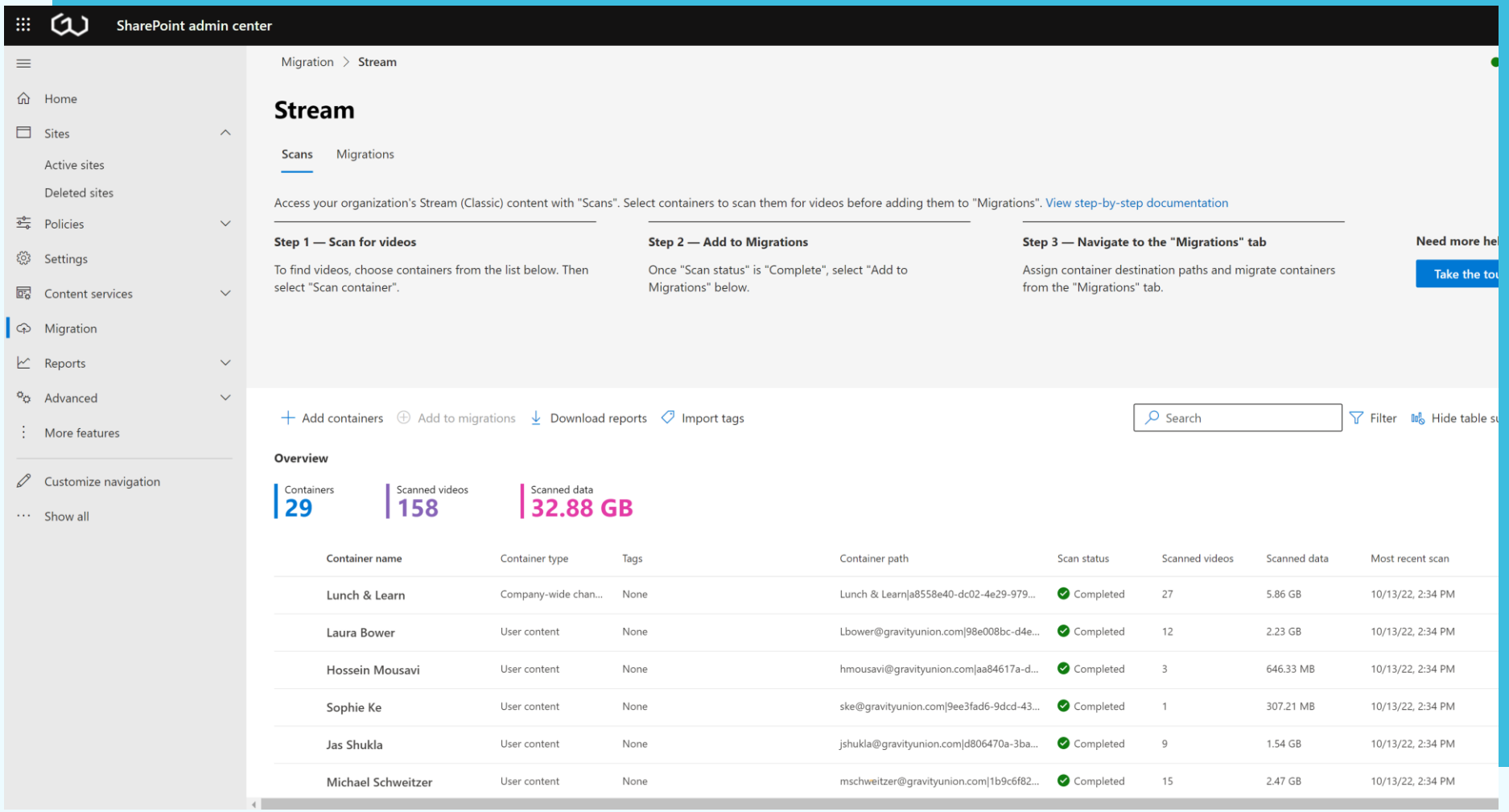
Migration Tool



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Live Migration

Conduct a live migration

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Videos in SharePoint

Designing and playing content in SharePoint

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Storing Videos in SharePoint

- Store videos like you store Documents
- Metadata and library design is important and can be used to organize and find content
  - Replacement for Channels in Stream Classic
- Curate content with Playlists and Web Parts to help users find and view videos in intuitive ways

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Building beautiful video portals

Beyond properly storing content in SharePoint, you can design Pages with Web Parts to curate content.

- [x] Hero web part
- [x] Highlighted Content Web Part
- [x] File & Media Viewer
- [x] Playlists (using Microsoft Lists)

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Demo

Example SharePoint Builds

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Governance

Managing the video lifecycle in Microsoft 365

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Teams Meeting Recordings

- Expiration defaults are set to 120 days
  - Policies can be set to change the default or set defaults for specific groups
- Retention > Expiration/Deletion
  - Longest retention wins
  - Shortest deletion wins
    - E.g. Expiration 60 days, Retention Label 1 year – Retained 1 year. Expiration will delete file after 1 year
    - E.g. Expiration 120 days, Purview deletion policy 1 year – Deleted after 120 days

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Video Content

- Videos are stored in SharePoint
- Retention is applied the same way as Documents
  - Purview principles of retention and deletion apply
  - 3rd Party products can also apply retention

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Archiving

- Videos can be large in size and eat into your SharePoint Quota
- Stream Classic had its own storage quota, but that does not come into SharePoint as additional storage
- Videos can be archived to a cheaper storage solution in Azure or another location if they are retained permanently
  - Teams Meeting Recordings probably don't need to be archived – they're rarely watched again after 60 days

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Summary

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Takeaways

- Plan your migration and migrate content selectively
- Design SharePoint libraries with metadata to help sort, filter, find, and curate content
- Use Web Parts in pages to create beautiful portals and further curate content
- Use the new Playlist template in Microsoft Lists to build and organize similar content or logical learning lists
- Apply Records Management to Videos and Teams Recordings
- Archive videos to cheaper storage when applicable

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Learn more

- https://aka.ms/StreamRoadmap
- Overview of how to feature videos in Microsoft 365 with pages, sites, & portals

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Q&A

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