



Collabora Productivity

# How best to migrate to LibreOffice

By Andras Timar  
Collabora Productivity

@CollaboraOffice +Libreoffice-from-collabora

# About Collabora

## **Collabora Ltd.**

- Leading Open Source Consultancy
- 10 years of experience. 90+ People.

## **Collabora Productivity Ltd.**

- Dedicated to Enterprise LibreOffice (Collabora Office)
- Provides Level-3 support (code issues)
- Architects of LibreOffice Online

# Why Migrate ?

*It is possible to migrate to a LibreOffice based product, **saving money**, future proofing documents, and using cost savings to **improve staff training & productivity & business-process***



## Some advice from TDF

**Why not just use LibreOffice for free ?**

*"The Document Foundation **encourages** large organizations deploying LibreOffice to do so in conjunction with a **support partner**, who can carefully assess specific requirements, help **manage migration** and **provide bespoke fixes** for identified issues. Purchasing LibreOffice support from a TDF partner also provides enterprises with an indirect means to **contribute financially** to the project, thereby **funding its development**, improving its stability, and accelerating its growth." [cf. release-notes](#)*

# Recommended – use Certified Professionals

This is an OpenSource code-base: DIY is possible !

- As with Home Electrics, and/or self Gas Boiler maintenance
  - There are some risks... you may even be required to have professional supervision / sign-off ... professionals unlikely to help fix your mess for free.

Get expert help:

- Certified developers with Long Term Supported versions:  
<https://www.documentfoundation.org/gethelp/developers/>
- Certified Migrators  
<https://www.documentfoundation.org/gethelp/migrators/>
- Certified Trainers  
<https://www.documentfoundation.org/gethelp/trainers/>

# Technical support levels

- Level 1 support – basic support and troubleshooting
- Level 2 support – power user level, configuration issues

**Outsourced to Partner or handled internally by the Customer**

- Level 3 support – resolution of the issue requires fix at the source code level, PTF (program temporary fix) build provided

**Collabora Productivity Ltd.**

# L3 issue life cycle

- Confirmation, first evaluation
  - Depending on SLA, typically within 24h
- Fix in source code, PTF build provided
  - Depending on complexity and urgency, few days or weeks
- Fix in next **Collabora Office** release for all **Collabora customers**
  - Up to 1 month
- Fix in upstream LibreOffice release for everyone
  - **Up to 6 months!**



# Preparation & Piloting

Things that don't work:

- *“I've installed LibreOffice as well as MS Office please try it and tell me if you have issues, we switch next month”*

Instead

- Ask teams for templates & frequent documents
  - test these for interoperability
  - Either mend documents yourself; or get interop. Fixes

Pilot inside teams

- The Technical Wizard is prollly not the best pilot target
- Add the least technically savvy person in each group too.

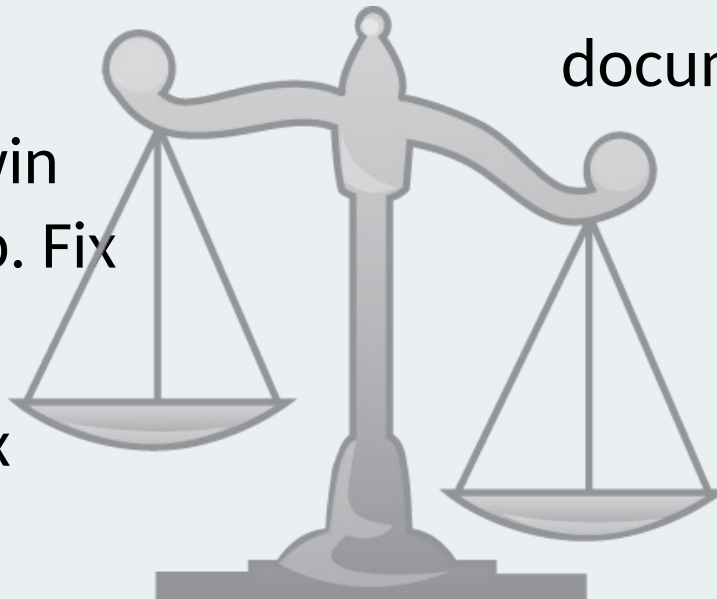
# Cost / Benefit - Improving your documents

## Templates with issues

- Large extant document set with potential problems.
- Legacy documents used regularly
- Significant win from interop. Fix
  - File ticket
  - Deploy fix

## Individual, not widely used documents

- Fix the templates going forward ?
- Fix the existing used documents in-house.





Collabora Productivity

# Collabora Office in SEHSCT\*

\* South Eastern Health and Social Care Trust



# Project goals and expectations

# Project background



- In 2014/15 the HSC agreed a new Enterprise Agreement with Microsoft for all Trusts which covered a range of software but largely excluded Microsoft Office
- Due for renewal in 2018 and spend estimated up to £60m for HSC
- Microsoft license per user is £145 per year

## Cost saving

- In June 2015 Crown Commercial Services agreed an MOU with Collabora Productivity Ltd. permitting all UK public sector organisations to install Collabora GovOffice
- Annual subscription for Collabora GovOffice: £39,000 for 6,500 users
- Annual Level 3 Code Support Contract: £20,000
- Total cost: **£59,000**

### Compare to:


- MS licence per year:  $£145 \times 6,500 \text{ users} = \text{£}942,500$ 
  - Without Level 3 Code Support Contract

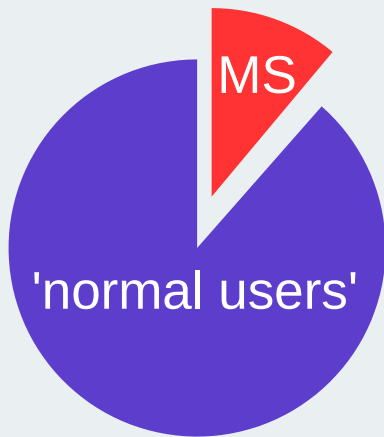
# Collabora GovOffice – reducing risk

- Backed by a reputable UK company – Collabora
- Largest Group of Certified LibreOffice Developers anywhere
- Long term support
- Helpdesk / OTRS issue tracker / SLA
  - Issues are acknowledged and fixed in a timely manner
- Product management interaction
  - Bi-weekly calls to co-ordinate
  - New features:


SharePoint lists, Watermarks, Writer as Mail Merge Data Source, COLEAT, Pivot table interop, Redaction, Interoperable text based form fields, etc.

# Our migration advice: *If you only remember one thing ...*

Segment the users 



This can cause a disconnection between areas within an organization.

Everyone installs Collabora Office / GovOffice, to build in compatibility and interoperability. 



Step down the use of proprietary licenses as any enterprise agreement allows.

Crucially, from day 1, all proprietary users set **ODF** as their default save setting and any proprietary format anomalies are handled as part of the migration plan.

## Unfortunately – stuck with MS formats ...



**Reading these recommendation:  
is recommended**

“Migrating to LibreOffice for Enterprises and Public Administrations”

[https://wiki.documentfoundation.org/images/3/3c/EN\\_Migration.pdf](https://wiki.documentfoundation.org/images/3/3c/EN_Migration.pdf)

“LibreOffice Migration Protocol”

<https://www.documentfoundation.org/assets/Certification/tdf-migrationprotocol.pdf>

## Case study

- Written by Collabora
- Available at request at <https://www.collaboraoffice.com/case-studies/>
- We have encountered a few technical challenges, however, these are routine in any migration on this scale.
- We are solving these challenges as they are reported, and what is emerging is a highly functional system at a small fraction of the cost of similar services using Microsoft Office.

**In your migration you will have trouble,  
don't worry- Collabora will defeat  
them with you**

**Interoperability  
corner cases you  
can find if you try.**

**About 30 interoperability  
bug fixes during the past  
year**

**List is too long to show them  
all...**

**Product Management**  
**interaction:**  
**some fruit ...**  
*“where is the roadmap” ...*

# “Unfloat table” button

Tables in a Word document that can “float” (text can wrap around them) and at the same time can span across multiple pages if they have enough content. LibreOffice can have TextFrames (containing tables) where content can wrap around them; it can also have tables that span across multiple pages – but not both at the same time.

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. A pellentesque sit amet porttitor. Fermentum leo vel orci porta non pulvinar neque laoreet suspendisse. Pretium fusce id velit ut. Lobortis scelerisque fermentum dui faucibus in ornare quam. Enim neque volutpat ac tincidunt. Arcu cursus vitae congue mauris rhoncus aenean vel elit scelerisque. Neque volutpat ac tincidunt vitae semper quis lectus nulla at. Imperdiet massa tincidunt nunc pulvinar sapien et ligula. Semper auctor neque vitae tempus. Venenatis cras sed felis eget velit. Elementum nibh tellus molestie nunc non blandit massa enim nec. Facilisi cras fermentum odio eu feugiat pretium nibh. Pulvinar elementum integer enim neque volutpat ac tincidunt vitae. Proin sagittis nisl rhoncus mattis rhoncus urna neque viverra justo. Pharetra convallis posuere morbi leo urna molestie. Quis risus sed vulputate odio ut. Lacus vel facilisis volutpat est velit. Egestas integer eget aliquet nibh praesent. Interdum varius sit amet mattis vulputate enim. Bibendum ut tristique et egestas quis ipsum suspendisse. Aliquam ultrices sagittis orci a scelerisque. Risus nullam eget felis eget nunc lobortis mattis. Egestas purus viverra accumsan in nisl nisi scelerisque eu ultrices. Nibh tortor id aliquet lectus proin nibh nisl. Nec feugiat nisl pretium fusce id velit ut tortor pretium. Nibh sit amet commodo nulla facilisi nullam vehicula.

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Un-float Table

# Interoperable text based form controls

## Legacy controls

- Checkbox
- Dropdown
- Edit box

## Content controls

- Date field (with date picker)

## New, MS Office compatible Form menu



- Collabora Office Writer
  - General
  - View
  - Formatting Aids
  - Grid
  - Basic Fonts (Western)
  - Print
  - Table
  - Changes
  - Comparison
  - Compatibility
  - AutoCaption
  - Mail Merge E-mail
- Collabora Office Writer/Web
- Collabora Office Base

- Expand word space on lines with manual line breaks in justified paragraphs
- Protect form
- MS Word-compatible trailing blanks
- Tolerate white lines of PDF page backgrounds for compatibility with old documents
- A database field (e.g., MailMerge) with empty value hides its paragraph

Use as Default

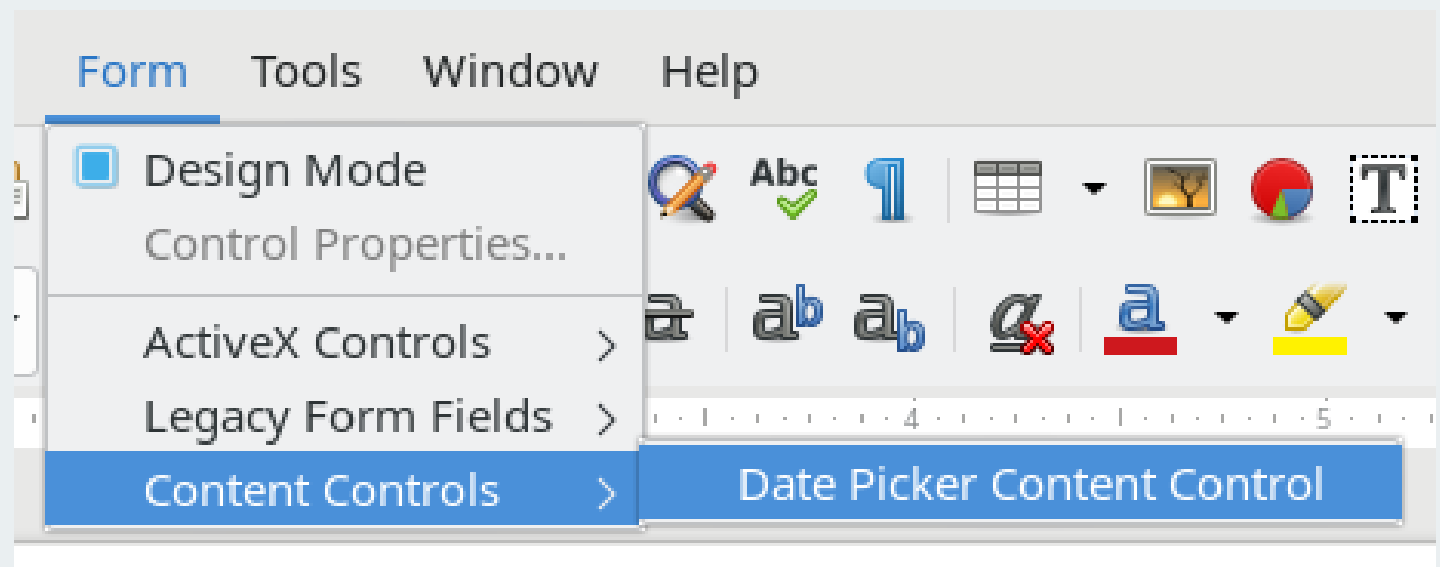
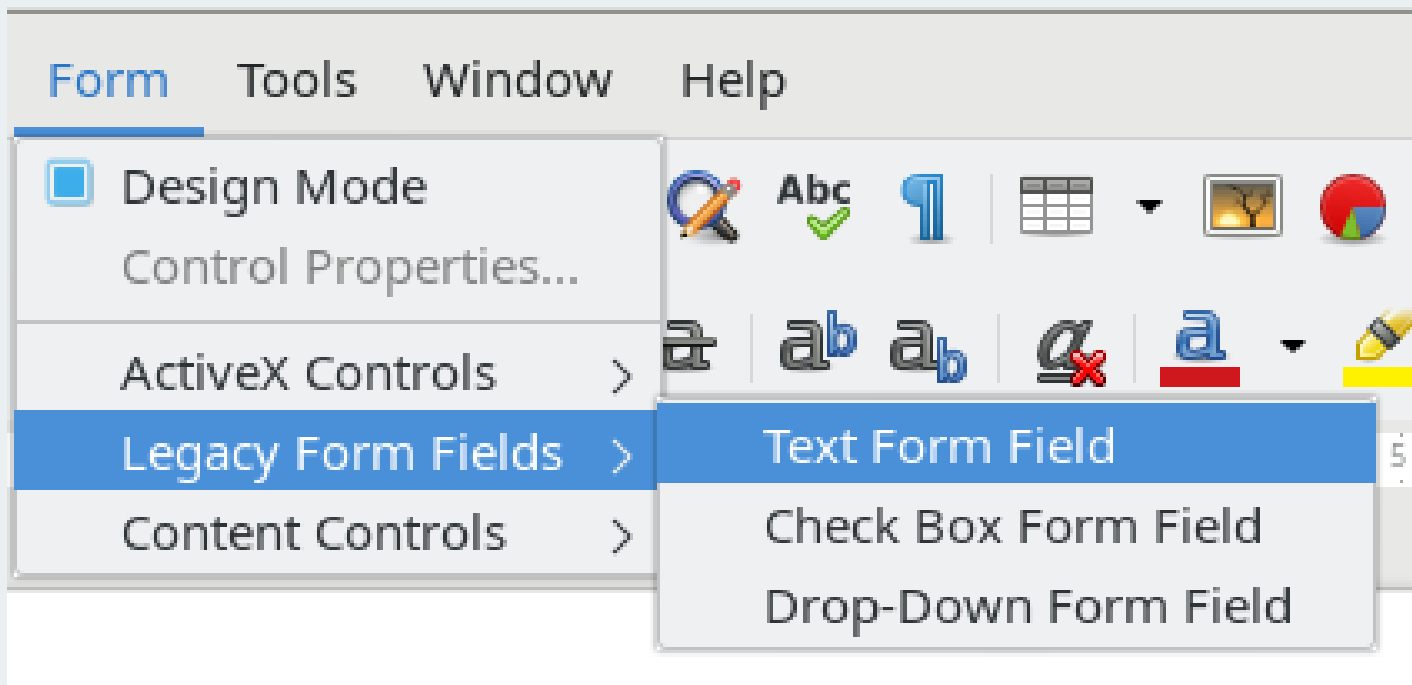
### Global compatibility options

- Reorganize Forms menu to have it MS compatible

**Restart Collabora Office** ✕

For restructuring the Forms menu, Collabora Office must be restarted.

Do you want to restart Collabora Office now?



Text form field:

Checkbox form field:

Dropdown form field:  ▼  

One

Two

Three

Drop-down Form Field ✕

Item

One

Two


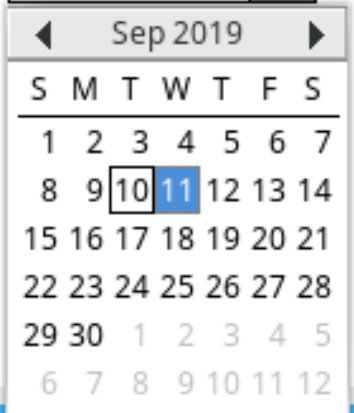
Three



Text form field:

Checkbox form field:

Dropdown form field:

Date picker content control:    


Sep 2019						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12

# Redaction

“**Redaction/Sanitization** is the process of removing sensitive information from a document or other message, so that the document may be distributed to a broader audience.”

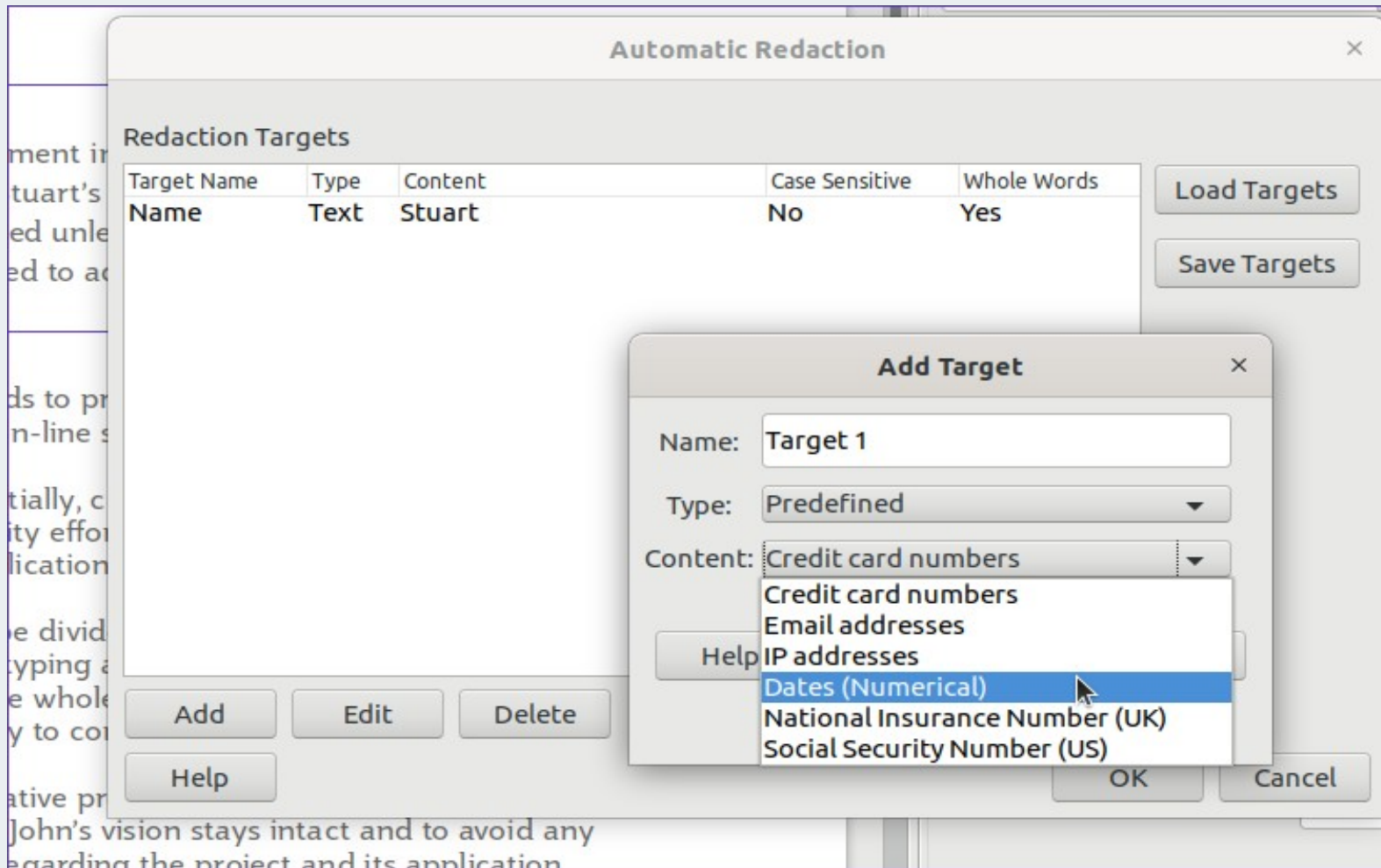
# Manual Redaction

The screenshot displays the Collabra OfficeDev Draw interface. The main workspace shows a document titled "Untitled 2 - Collabra OfficeDev Draw" with a menu bar (File, Edit, View, Insert, Format, Tools, Modify, Window, Help) and a toolbar. The document content includes a business estimate for John D. Stuart, dated 29th of May 2019. A "Road-map" section details a 4-week process: 1st week (Analysis and research), 2nd to 3rd week (Prototype with meetings), 4th week (Testing and feedback), and 50% preparation upfront and 50% upon completion. A table titled "Estimate in AS" lists items and their costs.

Item	Estimate in AS
Project briefing, analysis and requirements	free
Visual identity without brand book	123
Prototype: Analysis, User interface diagram and Low fidelity prototype with intermediary meetings	123456
Testing: User interface design	1234
Feedback: Handover files and specs	free
<b>Total</b>	<b>12345 AS</b>

A redaction box is applied to the text "50% preparation upfront and 50% upon completion". The Properties panel on the right shows the "Redacted Export (Black)" fill color selected for the redaction shape. The status bar at the bottom indicates "Slide 1 of 1 (Layout)", "Rectangle 'RectangleRedactionShape' selected", "Default", "1.00 / 7.35", "0.40 x 0.25", and "75%".

# Automatic Redaction



# Redaction Options

- Text
- Regex
- Predefined
- Case sensitive/insensitive
- Load/save targets, JSON file



# Many Thanks !

## **Collabora is an open source company...**

- Everything we do is contributed back to the whole community.
- Everything we do is funded by our customers.
- They are the real super-stars.

**Thanks to South Eastern Health and Social Care Trust, SUSE, PMG and others...**



Collabora Productivity

*“It has been a pleasure working with Collabora to fix our migration issues” -*

*Darren Henderson - ICT Operations  
Manager at South Eastern Health and  
Social Care Trust*

# Summary

- Bug squashing
- Feature development
- Outstanding support, regular product updates.
- Product Management interaction

By Andras Timar

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