Once you complete the data capture process, prepare the Transfer Appliance for shipping:

1. Make a note of the Appliance ID, which you received in the Google email containing your login credentials. During the data rehydration process, you will need this information to select the appliance used to capture your data. You will also need this information if you contact Transfer Appliance support (mailto:data-support@google.com).

2. Run the **Prepare for Shipping** (#prepare-for-shipping) job, which verifies all captured data , removes the encryption credentials from Transfer Appliance memory, and performs other internal processes to prepare the appliance for return.

⭐ **Note:** Once you run the **Prepare for Shipping** job, you will not be able to use Transfer Appliance for further data capture.

3. When the **Prepare for Shipping** job completes:

   a. Shut down Transfer Appliance (#shutting-down).

   b. Ship Transfer Appliance (#ship-data-transfer) to the Google upload facility.

⭐ **Note:** If you are a European Union customer, learn about where data resides during the shipping and upload process at Data handling for the European Union (/transfer-appliance/docs/2.0/overview#data-eu).

If you start the **Preparing to Ship** procedure and determine that you need to capture more data before shipping the ...nce to Google for rehydration, you can factory reset (/transfer-appliance/docs/2.0/resetting-appliance) the applianc... all captured data and restart the capture process.

1. Open Transfer Appliance Web User Interface.

2. From the **Menu** icon, select **Prepare for Shipping**.

   If any capture jobs contain skipped files, the **Prepare for Shipping Files have been skipped** screen appears with the following message:

> If you want to capture these skipped files, click **Cancel** and then rerun those capture jobs."

For more information, see <u>Retrying Unsuccessful Data Capture Jobs</u>
(/transfer-appliance/docs/2.0/retrying-failed-jobs).

★ **Note:** If the appliance is full, you won't be able to capture the skipped files. Proceed to the next step to
download the capture state and rerun the capture jobs on a different Transfer Appliance using the **Import
Capture State** feature.

3. Download the capture state.

   If you try to perform a **Prepare for Shipping** operation after data capacity is exceeded on the
   current appliance, a dialog box appears, prompting you to download the capture state. The
   capture state is downloaded as a file to your desktop, which lets you continue data capture on a
   new appliance.

4. (Optional but recommended) Perform a data integrity check by clicking **Perform data integrity
   check**.

   This operation checks data integrity by reading the contents of each captured, deduped chunk
   of data and verifying that the checksum of the contents is the same as the checksum of the
   data when it was read.

★ **Note:** A TA100 with 80 TB of data captured takes about two days to complete the integrity check. A TA480
with 420 TB of data captured takes about 2.5 days to complete the integrity check.

5. Enter the encryption credentials you specified when you configured Transfer Appliance.

6. Click **OK**. The **Prepare for Shipping** job is launched.

   To view job status, open the **Job Monitor** window of the Transfer Appliance Web User Interface.

7. If the data integrity check detects an issue with the captured data, the **Prepare for Shipping** job
   fails, and a list of data capture jobs that are affected by the corruption is displayed. If this
   happens, click **Rerun Capture** to recapture the data associated with the affected jobs, then
   rerun the **Prepare for Shipping** job.

8. <u>Shut down</u> (#shutting-down) Transfer Appliance.

9. Repack Transfer Appliance using the packing materials that were shipped with the appliance.

⭐ **Note:** If you have a 10 Gbps fiber network and you received one or more SFP+ connectors, return them with the appliance to avoid being charged for them.

Once the **Prepare for Shipping** job completes, shut down Transfer Appliance. Always shut down the appliance before moving it from one location to another.

1. Open Transfer Appliance Console User Interface.

2. Sign in with your capture user account and password.

3. Select **Shutdown/Reboot** from the menu and press **Enter**.

4. Select **Shutdown** from the **Shutdown** menu and press **Enter**.

5. At the **Confirm Shutdown** prompt, enter the capture user password again and press **Enter**.

1. Review the shipping label and shipping documents provided by data-support@google.com (mailto:data-support@google.com), and notify us of any inaccuracies.

2. Pack Transfer Appliance into the ruggedized case.

3. Affix the plastic pouch with the shipping labels on the side of the ruggedized case.

   See the following picture for an example:

4. Insert and tighten the supplied tamper-evident tags through the silver rings on the black ruggedized case for the TA100, or through the black rings on the black ruggedized case for the TA480.

★ **Important:** You must apply the tamper-evident tags to the case to ensure your data's integrity and security.

5. Repack the Transfer Appliance into the shipping container it arrived in.

6. Contact the carrier provided by data-support@google.com (mailto:data-support@google.com) to schedule a carrier pick-up.

7. When the carrier accepts the Transfer Appliance, reply to data-support@google.com (mailto:data-support@google.com) to confirm your return shipment.

Once Google notifies you that your data is uploaded, Launch and configure a Rehydrator instance (/transfer-appliance/docs/2.0/launching-rehydrator).