Archiving

The Archiving Utility is designed to streamline transaction management within the ActiveServer system by removing or archiving transactions that are no longer needed.

Configuration and Retention Period

The retention period will not be affected by archiving, ensuring important data remains intact. Transactions falling outside this retention window (from system deployment to the retention date) are the ones subject to archiving or deletion. As you become more familiar with the process, you can gradually extend the retention period to keep transactions safe. A maximum of 30 tasks (days) will be created a time.

Task Status - SUSPENDED

When a task's status shows as `SUSPENDED`, it might indicate a database issue or that the `PATH` directory storage is full. Once tasks resume processing, the `SUSPENDED` tasks take precedence and get processed first.

> **Important**
>
> Remember, when performing instance upgrades or restarts, it is crucial to disable archiving. Only when the status reads `Running: False`, meaning the system is not actively processing, should you restart the instance. This ensures a smooth and safe process.

Stats

- **Mode** - Indicates the process to be performed on the specified data, and it can only be either `Archive` or `Delete only`.
- **Path** - Location to save the data.
- **Disk Space** - Amount of storage capacity available.
- **Current Processing Date** - Refers to the specific date being process. If there is none being processed, then the date of the next date to process.
- **UptoDate** - The last task date in the database.
- **Total Processed** - Total Number of transactions deleted and/or archived.

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- **Running** - True or false value showing whether a task is running or when archiving is enabled and the current time is within the archive window.
- **Progress** - Visual representation to display the completion status.

Archive Task list

- **Date** - Archive task date.
- **Processed** - Total number of transactions processed for the day.
- **Type** - Refers to the mode.
- **Status** - Current status of the task.
  - COMPLETED - task is finished
  - ONGOING - task is processing
  - SUSPENDED - task interrupted
- **Duration (seconds)** - Total time taken to complete the task.
- **Retry** - Shows the number of retries.

Settings

Archive Settings

- **Enable Archiving** - This is a switch to enable or disable the archiving process for the system.
- **Mode** - *Archive* mode will copy the data to the **Target path** and then delete the data from the system. *Delete only* mode will delete the data from the system without creating a backup.
- **Target path** - Location of directory where the data will be saved. Ensure read and write permissions are granted. Required for Archiving mode.
- **Retention Period** - Transactions older than this value will be archived or deleted. The value is in days and it cannot be 0 (= The minimum configurable value is `1`).
- **Chunk size** - Represents the amount of data that can be processed at one time. A high value will mean the archiving or delete process will be faster but it will consume more memory. The size must be greater than 100 and less than or equal to 10000. *Default: 1000*.
- **Start** - Time of day when Archiving process can start.

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- **End** - Time of day when Archiving process must end. For continuous archiving, configure the Start time as 00:00 and the End time as 23:59. Alternatively, you can schedule the archive process to run daily during the period of lowest transaction activity, such as between 1 AM - 4 AM.

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