Managing archived versions

A project version becomes archived after a new version of that project is published to Cameo Collaborator.

Managing archived versions includes

- Deleting archived versions from the trash folder
- Changing the duration of keeping archived versions in the live versions folder
- Changing the frequency of moving the archived versions to the trash folder

Deleting archived versions from the trash folder

By default, archived versions are stored in the same folder with live versions for 14 days. Then they are moved to the trash folder and stored there for unlimited period of time. In the course of time, archived versions take up the large part of the server disc space.

To handle the issue, you must manually delete the archived versions from time to time.

To delete archived versions from the trash folder manually

1. Open *<Alfresco Community installation directory>\alf_data\contentstore.deleted*.

   > Cameo Collaborator is installed to *C:\Alfresco*, then you need to open *C:\Alfresco\alf_data\contentstore.deleted*.

2. Delete all files in this folder.

Changing the duration of keeping archived versions in the live versions folder

You can change the duration of keeping archived versions in the same folder with live versions.

Live versions are stored in *<Alfresco Community installation directory>\alf_data\contentstore*.

   > Cameo Collaborator is installed to *C:\Alfresco*, then live versions are stored in *C:\Alfresco\alf_data\contentstore*.

By default, archived versions are kept in this folder for 14 days as well. Then they are moved to the trash folder.

To change the duration of keeping archived version in the *contentstore* folder

1. Stop Cameo Collaborator.

   a. Open *<Alfresco Community installation directory>* and double-click the *manager-windows.exe* file.
   b. In the **Alfresco Community - 5.0.d** dialog, click the **Stop All** button.

2. Open *<Alfresco Community installation directory>*\tomcat\webapps.

   > Cameo Collaborator is installed to *C:\Alfresco*, then you need to open *C:\Alfresco\tomcat\webapps*.

3. Open (don't extract!) the *alfresco.war* file.
4. In the *alfresco.war* file, open *WEB-INF\lib\alfresco-repository-5.0.d.jar\alfresco* and find the *repository.properties* file.
5. Open the file and find the following line:

   ```
   system.content.orphanProtectDays=14
   ```

6. Change the number of days according to your needs.

   > The number must be 1.

   >

7. Get back to *<Alfresco Community installation directory>*\tomcat\webapps and delete the *alfresco* folder with all its contents.
8. Save and close the file.
9. Start Cameo Collaborator.

Changing the frequency of moving the archived versions to the trash folder

You can change the frequency of moving the archived versions to the trash folder. By default, all the archived versions that have exceeded the limit of their storage in the same folder with live versions are moved to the trash folder once a day at 4 a.m.

To change the frequency of moving the archived files to the trash folder

1. Stop Cameo Collaborator.

    a. Open *<Alfresco Community installation directory>* and double-click the *manager-windows.exe* file.
    b. In the **Alfresco Community - 5.0.d** dialog, click the **Stop All** button.

2. Open *<Alfresco Community installation directory>*\tomcat\webapps.

   If Cameo Collaborator is installed to *C:\Alfresco*, then you need to open *C:\Alfresco\tomcat\webapps*.

3. Open (don't extract!) the *alfresco.war* file.
4. In the *alfresco.war* file, open *WEB-INF\lib\alfresco-repository-5.0.d.jar\alfresco* and find the *repository.properties* file.
5. Open the file and find the following line:

   ```
   system.content.orphanCleanup.cronExpression=0 0 4 * * ?
   ```

6. Change the frequency according to your needs.

   If you want the archived versions to be moved to the trash folder once a week at midnight on Sunday morning, change the line as follows:

   ```
   system.content.orphanCleanup.cronExpression=0 0 0 * * 1
   ```

7. Get back to *<Alfresco Community installation directory>*\tomcat\webapps and delete the *alfresco* folder with all its contents.
8. Save and close the file.
9. Start Cameo Collaborator.

Related pages

- Administrator Guide
    - Alfresco server maintenance
    - Reclaming free space on repository