

# Attachment cleanup service

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Over time the number of attachment versions might grow infinitely. Space Admin provides a service to **delete selected attachment versions** on a regular basis by configuring a **Cron expression** for each service.

The attachment cleanup service can be reached via the **Confluence administration Space Admin Attachment cleanup service**:

The screenshot shows the Confluence administration interface. The top navigation bar includes 'Spaces', 'People', 'Questions', 'Calendars', 'Create', and a search bar. The main content area is titled 'Attachment cleanup service' and contains a table of configured services. A sidebar on the left lists various administration options, with 'Attachment cleanup service' highlighted. A blue button labeled 'Add attachment cleanup service' is located in the top right corner of the main content area.

#	Name	Creator	Created Date	Cron Expression	Enabled	Actions
1	<b>Every Week Cleanup</b> Cleanup the attachment versions and keep the latest 3 versions.	Admin Istrator	10.12.2019 10:48	0 0 1 ? * 2 *	🔴	<a href="#">Preview</a> · <a href="#">Edit</a> · <a href="#">Delete</a>
2	<b>Monthly cleanup</b> Cleanup attachments every month and keep the latest 2 versions.	Admin Istrator	10.12.2019 10:52	0 0 1 1 / 1 ? *	🟢	<a href="#">Preview</a> · <a href="#">Edit</a> · <a href="#">Delete</a>

On this page all created services will be listed in combination with the following information:

- Name
- Description
- Creator
- Date of creation
- Cron expression
- Current status (enabled/disabled)

## Configuring a new cleanup service

Upon clicking on "**Add attachment cleanup service**" in the upper right-hand corner a new cleanup service can be configured.

# Configure attachment cleanup service

## General Information

Name\* Monthly cleanup

Description Cleanup all specified attachments once a month

## Interval and target configuration

Cron Expression\* 0 0 1 1 1/1 ?\* [Validate](#)

Example: 0 0 1 1 \*? \* to cleanup every 1st day of a month. [Cron Expression Examples](#)

Spaces Select spaces

Facilities Workplace Support x

Choose spaces you want to clean

Pages How-to articles (IT Knowledge Base) x

Choose pages you want to clean

Attachments Teams in Space Analyst Deck.pdf (Teams in Space - Teams in Space Marketing Launch) x

Choose attachments you want to clean

## Cleanup mode

2

Number of attachments versions to keep

Attachment versions older than this amount of days to delete

Enable job

[Save](#) [Cancel](#)

The following options can be configured:

Option	Description
Name	<p>This option is mandatory.</p> <p>Give your attachment service a meaningful name.</p>
Description	<p>Describe what your attachment service is doing.</p>

<b>Cron expression</b>	<p>This option is mandatory.</p> <p>Enter a valid Cron expression. Some basic examples can be found <a href="#">below</a>.</p>
<b>Spaces, Pages, Attachments</b>	<p><b>SINCE VERSION 2.3.0</b>, it is also possible to <b>select all spaces at once!</b></p> <p>Select, which <b>spaces</b>, <b>pages</b>, or <b>attachments</b> should be searched for cleaning the attachment versions.</p> <p>The items selected in <b>Spaces, Pages, and Attachments</b> will be <b>OR linked</b>. So no matter which attachment is selected, if a space is selected, all attachment versions in this space will be cleaned up. The specified attachment will be cleaned additionally.</p>
<b>Cleanup mode</b>	Select whether you want to keep a <b>specific amount</b> of attachment versions, or specify a <b>minimum number of days</b> a version must be present in the system before it will be deleted.

## Handy cron expressions

The following cron expressions might be useful when setting up a new attachment service:

cron expression	Explanation
0 0 1 1 /1 ? *	The service will be executed on <b>every first day of each month</b> at 01:00 am.
0 0 1 ? * 2 *	The service will be executed each <b>Monday</b> every week at 01:00 am.
0 0 1 1/14 * ? *	The service will be executed <b>every 14 days</b> in a month, starting on the first day of each month at 01:00 am. <b>Note:</b> This job will always be executed on the 1st, the 14th and depending on the days in the month on the 29th and then again on the 1st of the next month.
0 0 1/12 ? * * *	This service will be executed <b>every 12 hours</b> on each day starting at 01:00 am.

## Previewing a cleanup service

It is also possible to preview a cleanup. By clicking on the "**Preview**" button in the cleanup service, a preview of versions to be deleted will be displayed:

The screenshot shows the Confluence administration interface. The main heading is "Attachment cleanup service". Below the heading, there is a table listing configured cleanup services. The table has columns for #, Name, Creator, Created Date, Cron Expression, Enabled, and Actions. Two services are listed: "Every Week Cleanup" and "Monthly cleanup". The "Preview" button for the "Every Week Cleanup" service is highlighted with a yellow box.

#	Name	Creator	Created Date	Cron Expression	Enabled	Actions
1	<b>Every Week Cleanup</b> Cleanup the attachment versions and keep the latest 3 versions.	Admin Istrator	10.12.2019 10:48	0 0 1 ? * 2 *	🟢	Preview Edit · Delete
2	<b>Monthly cleanup</b> Cleanup attachments every month and keep the latest 2 versions.	Admin Istrator	10.12.2019 10:52	0 0 1 1 /1 ? *	🟢	Preview Edit · Delete

On the opening page the versions to be deleted will be listed.

This page always displays a maximum of 100 random results from the cleanup job. The exact number of versions can be seen in the top alert box.

## Preview: New attachment cleanup service

[Back to index](#)

◆ 10 versions of 9 attachments would be deleted

[Run now](#) · [Edit config](#)

### Attachment versions that would be deleted

Filename	Version	Page	Space	Created Date
SeeSpaceEZPlus.png	1	SeeSpaceEZ - Travel Providers	Teams in Space	16.01.2016 20:17
SeeSpaceEZPlus	1	SeeSpaceEZ - Travel Providers	Teams in Space	16.01.2016 20:17
SeeSpaceEZ	1	SeeSpaceEZ - Large Team Support	Teams in Space	16.01.2016 20:19
SeeSpaceEZ.png	1	SeeSpaceEZ - Large Team Support	Teams in Space	16.01.2016 20:19
Concept to launch.png	1	Mobile Web Requirements	Teams in Space	06.02.2017 11:59
activity-stream.png	1	Mobile Web Requirements	Teams in Space	13.02.2017 18:40
login.png	1	Mobile Web Requirements	Teams in Space	13.02.2017 17:47
login.png	2	Mobile Web Requirements	Teams in Space	13.02.2017 17:48
link-icon.png	1	Image Assets	Teams in Space	13.02.2017 18:32
people-icon.png	1	Image Assets	Teams in Space	13.02.2017 18:33

Only the first 100 versions of the attachments are shown

If you still have questions, feel free to refer to our [support team](#).