

Manual:Extension/BlueSpiceExpiry

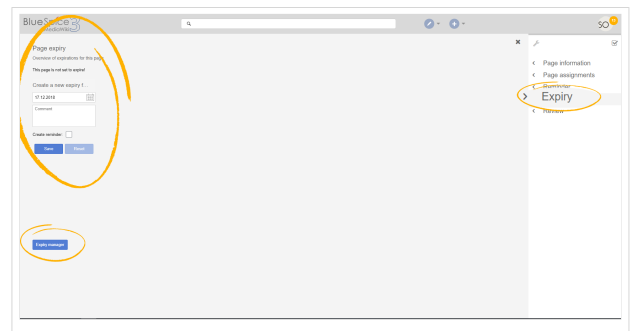
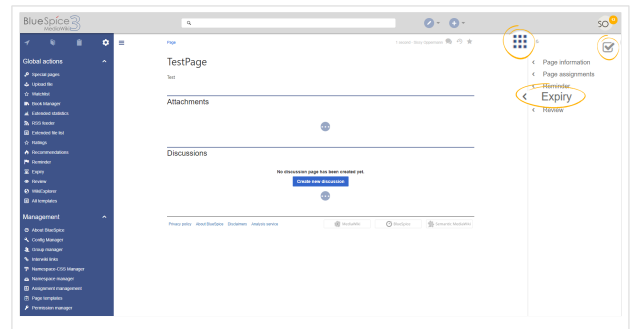
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What is BlueSpiceExpiry?

Expiry marks after a certain period of time a chosen article as "obsolete". The article can be updated by editing or by confirming that the article is still up-to-date.

Expiry is the ideal basis for an archiving system. Outdated articles can be moved to an archive after being queried.



Using BlueSpiceExpiry

Expiry can be set on any content page of the wiki. Expiry for a page can be set from the right navigation, "Quality management" tab. After clicking on "Expiry", a flyout with expiry information will open.

If the expiry was already set on the page, information about when the page will expire, or whether it is already expired will be displayed in the flyout. In this case user can remove the expiration from the page by clicking on "Unexpire the page".

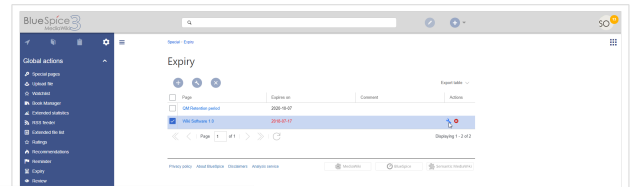
In case there was no expiration previously set on the page, a form for setting expiration will be shown. Here, user can select the date page expires on, enter a short comment and select whether a reminder for this page should be created (for more about reminders read [BlueSpiceReminder](#)). After saving the expiry, page will be reloaded and updated information will be displayed.

Expiration overview

Wiki admins can see all of the pages set to expire, along with expiry information for those pages on Special:Expiry page. This page can be accessed from the Expiry flyout described above, by clicking on Expiry manager at the bottom of the flyout. All expirations can be deleted or edited from the page.

- **Show watermark for expired pages in PDF:** Shows the watermark for expired pages in PDFs.

- **Show watermark for expired pages in print version:** Shows the watermark for expired pages when a page is printed.
- **Show watermark for expired pages:** Shows a watermark on the page itself.



The wiki is the platform to dynamically develop management processes and communicate quickly in the enterprise.

Example Pages

Here are some example pages for quality management articles:

- [Introduction of a QM System](#)
- [Quality Assurance](#) (using the PDCA method)
- [Corrective Actions](#) (process description)
- [Preparing an Offer](#) (process description)

The compilation of the individual articles into an online manual takes place with the [Book Manager](#).

Attachments

watermark

OUTDATED

Related info

- [Reference:BlueSpiceExpiry](#)