

# Manual:Extension/BlueSpiceExpiry

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### What is Expiry?

**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 Outdated articles can be moved to an archive automatically or after being queried.

#### Functionality

- Add an expiration date to the article,
  - An author can add an expiration date to an article. There is a menu item "Set expiration date",
  - This is done via a dialogue,
  - There is a date deposited.
  - It is possible to specify if you want to be notified (one week) before expiration -> comes from Functional\_Design / Reminder.
- Memory
  - $^\circ$  One week before expiration, the user will be notified by e-mail,
    - $^{\odot}$   $\,$  The article will be marked as "obsolete" in the status bar,
    - $^{\circ}$  A button appears in the status bar, with which the author can confirm the topicality of the article,
    - $^{\circ}$  The expiry date can then automatically be postponed to the future for a specific period of time.
- Delete expiration date
  - If an expiration date is stored for an article, then this can be removed via a menu entry "delete expiration date",
    - $^{\odot}$   $\,$  This also removes any possible labeling as "obsolete".
- Logging
  - Setting up / changing an expiry date is stored in the MW logbook. USER has set an expiration date of X for ARTIKEL.
    - $^{\circ}$  The update of an article is stored in the MW logbook. USER has confirmed that ARTIKEL is up to date.
- Overview: SpecialExpiry
  - $^{\odot}$   $\,$  There is an overview of all obsolete articles
  - $^{\rm O}$   $\,$  This can also be filtered by users.

#### Visibility

(modes, namespaces, views, required rights)

- The function is available to any user with the appropriate authorization
- The function is available for every article (All NRs)



### Sorting

Special: Expired\_Articles

- Sort by expiration date (default).
- In addition, it should be possible to sort by article, user and status.

#### Screenshots

		WIDGETS	 /	MORE	
Pages visited	١	Who is online?	Export	Actions	
Main Page BlueSpice docu starter edition Testpage PageTemplates Sandbox ISBN Search Category Tree Pastelmage		Testuser	PDF single page PDF single page with attachments PDF page with linked pages HTML single page (archived)	Protect Insert category Change responsibility Edit review Display readers Create reminder Expiry Refresh	A III
Bookshelf		Tools			
Manage books		What links here Related changes Upload file Special pages Printable version Permanent link Page information Browse properties			

Edit expiry	8
Expires on: 15.12.2016	
	Ok Cancel
Set an expiry date for an article	