**Archiving**

**Introduction**

Archiving is essentially a subsystem of logging. Archiving is important because it provides an option for dealing with excessive information on a logging database. Data that must be kept will be moved to the archive to be stored. This way more recent data in the logging database will be fresh and faster to query.

**Phases**

* Come up with what storage solution will be used for archiving data and how much storage is required.
* Come up with the lifecycle of data and when it should be archived from logs. (30 days)
* Implement code that will automate the lifecycle of data and when it should be moved to archives (after 30 days).

**Resources**

Research - 5 hours

Establishing storage solution - 2 hours

Automating life cycle of logged data - 5 hours

Testing - 3 hours

Total - 15 hours

**Risk assessment**

* Not taking into consideration storage capacity of archiving storage, leading to not all data being archived.
  + Can be prevented by periodically checking storage usage as well as implementing a failsafe that will not try to archive data if storage capacity has been reached.
  + This issue can be mitigated by implementing a failsafe to ensure that data being archived to a full storage unit is not deleted from logging until it is verified that storage capacity has enough storage capacity.

**Interdependencies**

Dependent on logging and is a business requirement.

Archiving - moving data that is not used, improve performance of table and less data is queried.

Archiving rules: establish what data is stored where and in what storage units.

Differentiate between archive and backup

Create a secure archive of data

Creating rules

Destroying rules

Create destroy rule

Managing archive records

Treat different data differently

Automate the lifecycle of data and when it should be logged (after 30 days).

KEEP ARCHIVE SECURE

Know what storage solution you will use.