vScription Transcribe File Maintenance Process
Diagram

Tables Affected: payments, tokens, files, act_log, downloads.maintenance_log
Files Used: transcribe/data/parts/file_maintenance.php
Phinx DB update: 20210329183250_migration_script_db_updates.php
Notes: All activities are logged in the maintenance_log table including # of records affected. This will run as a Windows scheduled task for now. May convert to a PHP Cron job at some time.
This should be configured to run once a day between 00:00-02:00.
We don't delete the actual job records, we just delete the content data such as the audio files, captions files, any transcribed or recognized text etc... We are keeping the records for statistical and aggregate data for now.

Testing Notes:
On the dev server, Desktop there is a folder called File Maintenance Testing. In there, there is an SQL script and an uploads folder.
The sql script will add test data to the data for the folder and the uploads folder contains files that will be deleted.
Note: The SQL file truncates the data in the table.
Once the data has been loaded, run the Windows task, check the maintenance _log for any errors. Things to check: Make sure the files in the deletedUpload folder have the modification date of the time you ran the task. Check the files table and make sure the records that were purged have the proper data purged (job_document_html, rtf etc...)


```
[Count and log all records in
payments table older than 1 month]
  →
[Delete all records in payments table
older than 1 month]
  →
[Count and log all records in tokens
table older than 1 week]
  →
[Delete all records in tokens table
older than 1 week]

[Files table and audio
files maintenance]
  →
[Delete any existing files in the
deletedUploads folder. that are older
thatn 24 hours.]

[Count and log number of records to
delete
(Where text_downloaded_date <
account.acc_retention_time,
deleted=0 and
audio_file_deleted_date is NULL)]
  →
[Get filenames to delete (Same
criteria as previous step)]
  →
[Update files table:
deleted=1,deleted_date=curdate(),
audio_file_deleted_date=curdate(),
job_document_html=null,
job_document_rtf=null, captions=null]
  →
[As each record is updated, audio
and captions files are moved to
deletedFiles folder and logged:]

[Count and log number of records to
delete
from act_log table based on
account.act_log_retention_time]
  →
[Delete and log records to delete
from act_log table based on
account.act_log_retention_time]
  →
[Count and log number of records to
delete
from downloads table. expired=1]
  →
[Delete and log number of records to
delete
from downloads table. expired=1]
```