# Work instruction: content database size

This document describes the work instruction of the daily check “Content Database Size”. The goal of this work instruction is to check the available site collection space for all content databases in the environment.

# Involved servers

|  |  |  |
| --- | --- | --- |
| Acceptance | Production | Disaster Recovery |
|  |  |  |

# Steps

|  |  |
| --- | --- |
| Step | Screenshot |
| Step 1:  Open a RDP session to the Admin server |  |
| Step 2:  Open the Central Administration site |  |
| Step 3:  Browse to “Application Management” and under “Databases” click “Manage content databases” |  |
| Step 4:  Check if the difference between the “Warning” and “Maximum” limits are larger than 200 for all databases.  Only exception is when the “Maximum” limit is smaller than 10 and the difference is 0.    If this isn’t the case: Create an incident to have this corrected. |  |
| Step 5:  Record your findings in the “Registration list Periodic Checks” |  |

# Automatic check

This check is part of the Periodic Checks script, which means the above checks do not have to be performed manually. Analysis will take place by reviewing the generated e-mail and taking actions if issues are reported.

# resolution

If databases are found with too little space for new site collections, two actions can be taken:

1. Extend the Maximum limit
2. Add a new content database

Both actions can be performed via the Central Administration site (Application Management > Manage content databases).