

Overview

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Usage scenarios for Archive

These scenarios show how the Archive feature might be used to improve your production processes by storing jobs, documents, and their history in a repository and retrieving them when needed.

In this section:

[Usage scenario for storing jobs up to one year](#)

In this scenario, a print shop wants to store jobs for one year because customers sometimes ask for jobs to be rerun with updated data.

[Usage scenario for storing documents to satisfy requests for reprints](#)

In this scenario, a commercial printer prints and mails account statements for a bank once a month. When customers request reprints of their bank statements, the bank wants the commercial printer to satisfy those requests for up to four years after the statements are printed. The bank also wants to save the production history for jobs that are stored, so they can confirm that those statements were printed when the original job was processed.

Parent topic: [Archive](#)