

# Edit Lifecycle Manager Policy

Policy Title:  
(Required)

Testimonium sweep for old files

Collection Handle:  
(Required)  
[\(Enter "all" for entire site.\)](#)

Collection-740

Search Scope:  
(Required)

Documents

Object Type to Search:  
(Required)

Document

Policy Action:

Send content rule event  Send email notification  Send

Event Occurs:

Before or on a future date (e.g. expiration date)  
 After a past date (e.g. create date)  
 On a specific date

Date:

36

MONTHS

After

Modified Date

Notify:

Before or on the event  
 After the event

Date:  
(Required)

0

DAYS

Before or on the event

Additional Criteria:

--Select--

Contains:

Next Run Date:

03/09/2018

mm/dd/yyyy



Next Run  
Time:

04:00

Period:

Monthly

Users

ScriptBot( User-216 ),

Send Email To:

(Type and select an account name or enter a comma-separated list of email addresses.)

Groups

Notify Owner:  Yes  No

External Recipients:  
(comma-separated list of email addresses)

Comments:

Review before deleting old content as it may be useful or show extensive versioning for customers to view.

Policy Status:  Enabled  Enabled for a Specific Date Range  Disabled

APPLY

CANCEL

DELETE THIS POLICY

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