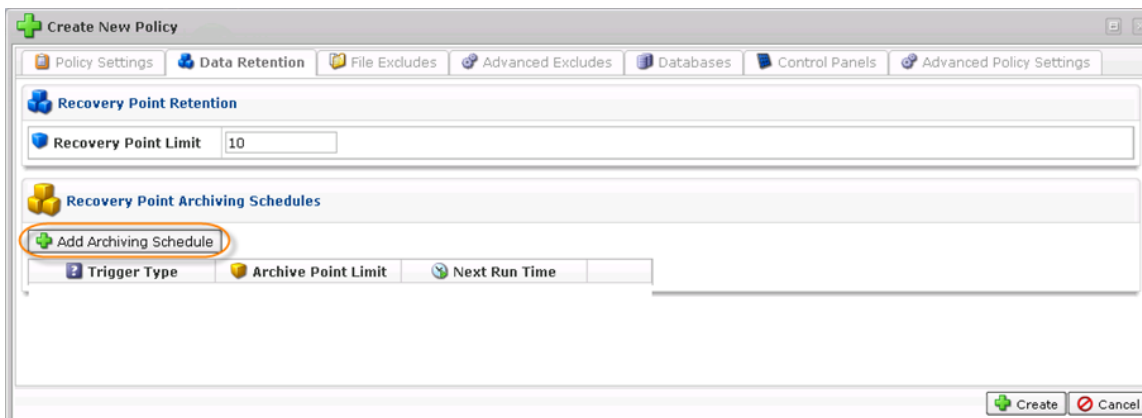
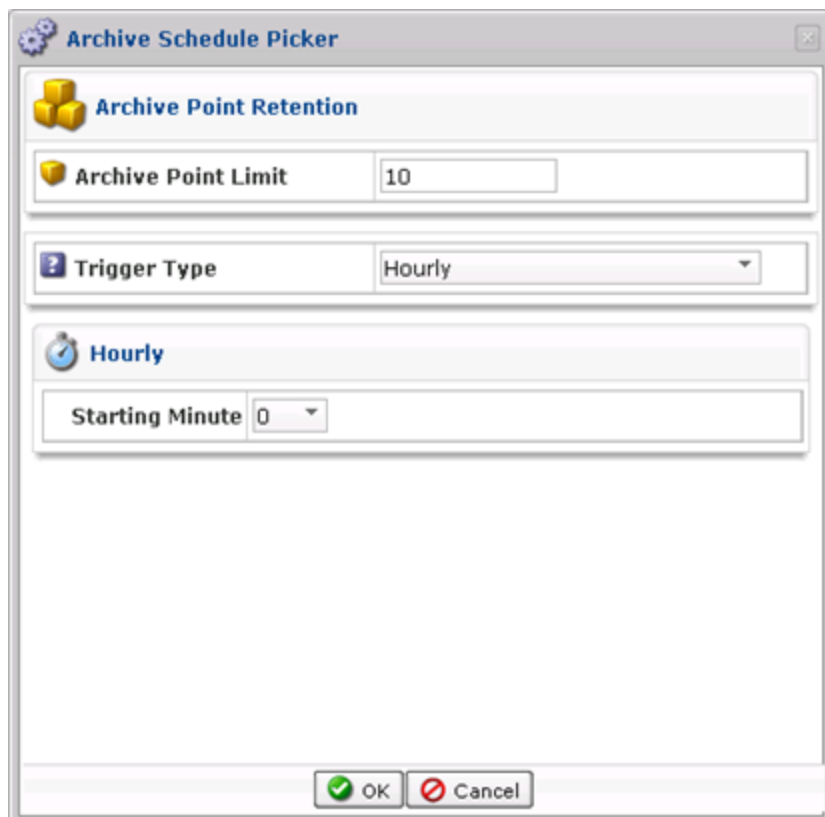


4. Click the "Add Archiving Schedule" button.



5. The "Archive Schedule Picker" window will appear.



Here you can set the "Archiving Trigger Type", which is the type of archiving schedule. There are five options available: hourly, daily, weekly, monthly and yearly. You can set the specific time for the archiving process depending on the selected trigger.

- Hourly Archiving

The screenshot shows the "Archive Schedule Picker" dialog box. It has a title bar with a gear icon and the text "Archive Schedule Picker". Below the title bar is a section titled "Archive Point Retention" with a yellow cube icon. Under this section, there is a field for "Archive Point Limit" with the value "10". Below that is a "Trigger Type" dropdown menu set to "Hourly". Under the "Hourly" section, there is a "Starting Minute" dropdown menu set to "25". At the bottom of the dialog are "OK" and "Cancel" buttons.

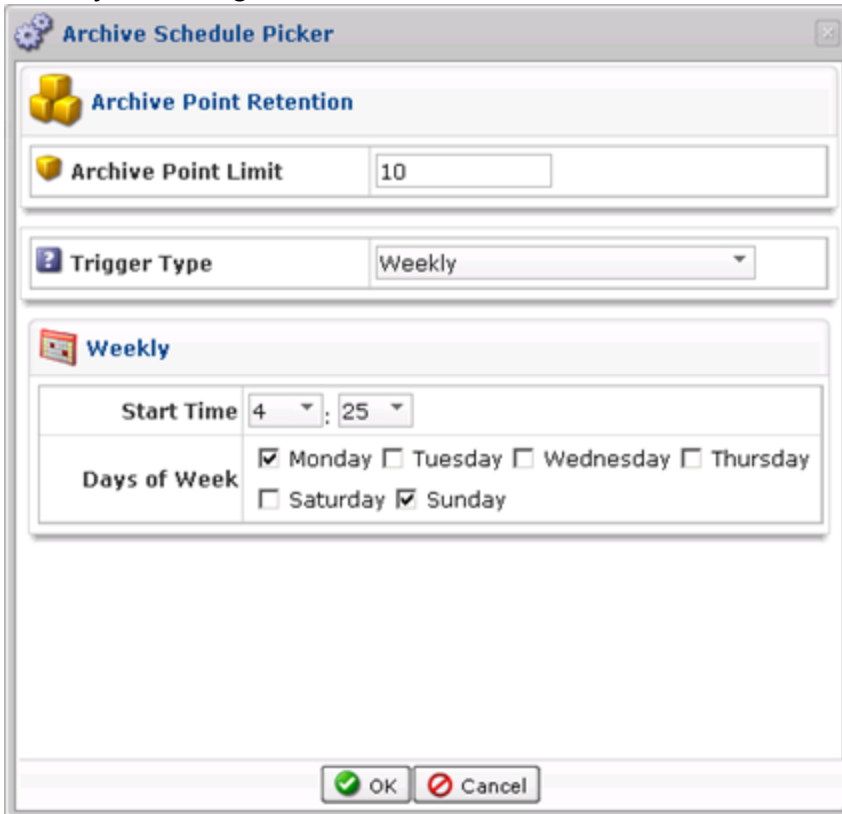
You can select the starting minute. The archiving policy will be launched every hour at that minute.

- Daily Archiving

The screenshot shows the "Archive Schedule Picker" dialog box. It has a title bar with a gear icon and the text "Archive Schedule Picker". Below the title bar is a section titled "Archive Point Retention" with a yellow cube icon. Under this section, there is a field for "Archive Point Limit" with the value "10". Below that is a "Trigger Type" dropdown menu set to "Daily". Under the "Daily" section, there is a "Starting Minute" dropdown menu set to "25". Below that is a "Hours of Day" section with a list of checkboxes for each hour of the day. The checkboxes for 12AM, 7AM, 2PM, and 9PM are checked. At the bottom of the dialog are "OK" and "Cancel" buttons.

You can select the starting minute and the hour(s). The archiving policy will be launched every day at that time.

- Weekly Archiving



The screenshot shows the 'Archive Schedule Picker' dialog box. It has a title bar with a gear icon and the text 'Archive Schedule Picker'. The dialog is divided into several sections:

- Archive Point Retention**: Contains a yellow cube icon and a text box labeled 'Archive Point Limit' with the value '10'.
- Trigger Type**: A dropdown menu showing 'Weekly'.
- Weekly**: A section with a calendar icon. It contains:
  - Start Time**: Two dropdown menus showing '4' and '25'.
  - Days of Week**: A list of days with checkboxes: Monday (checked), Tuesday (unchecked), Wednesday (unchecked), Thursday (unchecked), Saturday (unchecked), and Sunday (checked).

At the bottom of the dialog are 'OK' and 'Cancel' buttons.

You can select the starting time and day(s). The archiving policy will be launched every week at that time.

- Monthly Archiving

**Archive Schedule Picker**

**Archive Point Retention**

Archive Point Limit: 10

Trigger Type: Monthly

**Monthly**

Start Time: 4 : 25

Days of Month:

<input checked="" type="checkbox"/>	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>	6	<input type="checkbox"/>	7	<input type="checkbox"/>	8
<input type="checkbox"/>	9	<input type="checkbox"/>	10	<input checked="" type="checkbox"/>	11	<input type="checkbox"/>	12	<input type="checkbox"/>	13	<input type="checkbox"/>	14	<input type="checkbox"/>	15	<input type="checkbox"/>	16
<input type="checkbox"/>	17	<input type="checkbox"/>	18	<input type="checkbox"/>	19	<input type="checkbox"/>	20	<input checked="" type="checkbox"/>	21	<input type="checkbox"/>	22	<input type="checkbox"/>	23	<input type="checkbox"/>	24
<input type="checkbox"/>	25	<input type="checkbox"/>	26	<input type="checkbox"/>	27	<input type="checkbox"/>	28	<input type="checkbox"/>	29	<input checked="" type="checkbox"/>	30	<input type="checkbox"/>	31	<input type="checkbox"/>	Last

OK Cancel

You can select the starting time and the exact day(s) of the month. The archiving policy will be launched at that time.

**Tip**  
You can click on the Last checkbox to schedule archiving on the last day of every month.

- Yearly Archiving

The screenshot shows the 'Archive Schedule Picker' dialog box. It has a title bar with a gear icon and the text 'Archive Schedule Picker'. Below the title bar is a section titled 'Archive Point Retention' with a yellow cube icon. Under this section, there is a field for 'Archive Point Limit' with the value '10'. Below that is a 'Trigger Type' dropdown menu set to 'Yearly'. The 'Yearly' section is expanded, showing 'Start Time' as '4:25', 'Day of Month' as '1', and 'Months of Year' with checkboxes for January, February, March, April, May, June, July, August, September, October, November (checked), and December. At the bottom of the dialog are 'OK' and 'Cancel' buttons.

You can select the starting time, day of the month, and months of the year. The archiving policy will be launched at that time.

6. Click OK to apply the settings.

