

Investigations Node

<https://campus.barracuda.com/doc/43222730/>

Use the Investigations node to create archive searches that include tags. The archived messages found as a result of an investigation search can then have tags added, changed, or removed. For more information, see [Tag Definitions Node](#).

By default, investigation searches include items in the recycle bin (that have been deleted or expired). To create a new investigation, right-click **Investigations**, and click **New**, or to edit an existing investigation, click **Investigations**, right-click the investigation in the right pane, and click **Edit**

to set the following options in the **Investigation Definition** dialog box:

- **Content criteria** – Select whether to search in all messages or limit the search by specifying additional search criteria.
- **Source criteria** – Specify where to search.
- **Status criteria** – Define status criteria for expired items, deleted items, on-hold items, and whether to search Recycle Bin.
- **Repository criteria** – Select the repositories to be searched.
- **Tags** – Specify tags on which to search, and select whether to AND or OR the tags.
- **Sampling rules** – Select how many matches from the archive to show.

Once a search is run and the summary of results viewed, a column within the search results lists the tags on each message found. If any of the tags are a **hold** tag, the **deletion status** column displays **Hold due to tag**. A message with this tag can be deleted, but it cannot be purged (removed from the recycle bin).

Investigations can manipulate tags in two ways:

- Once a search is run, the dialog that displays includes **Tag actions**. Click this option to add, remove, or change tags on all messages found by the search.
- If you view the summary of messages found by the search and then select a set of messages, click **Tag actions** to allow you to add, remove or change tags on the selected messages.

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