

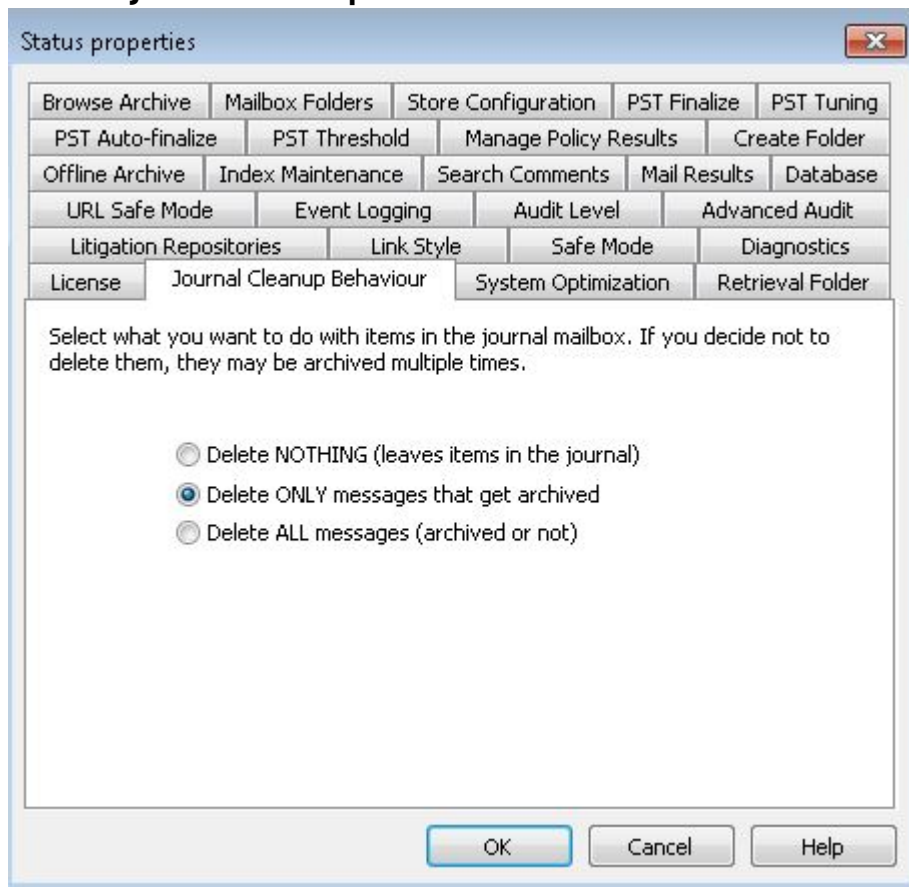
How to Change Journal Cleanup Behavior

<https://campus.barracuda.com/doc/45712519/>

Over time, the [Journal Mailbox](#) may increase in size as some messages which contain no matching recipients are skipped.

Use the following steps to modify the Journal Cleanup behavior:

1. Open the ArchiveOne Admin console.
2. Right-click the [Status Node](#), and click **Configure**.
3. Click the **Journal Cleanup Behaviour** tab:



4. Select the desired option:
 1. **Delete NOTHING (leaves items in the journal)** - All messages in the Journal mailbox are retained, archived or not.
 2. **Select Delete ONLY messages that get archived** - Deletes only archived messages and leaves those messages not archived in the Journal mailbox.
 3. **Delete ALL messages (archived or not)** - Deletes all messages in the Journal mailbox whether or not they are archived.

If you do not add the appropriate users to the [Mailbox Manager](#), you may inadvertently delete messages you want archived.

5. Click **OK**.

The next time Journal archiving runs the new cleanup behavior is applied.

Figures

1. journal_cleanup.png

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