

Purging your System

<https://campus.barracuda.com/doc/86545213/>

The Purger utility can be used to *permanently* delete data from your Security Awareness Training system. The Purger is seldom used.

What happens when a Purge Request is confirmed

Confirming a Purge Request will *permanently* delete nearly all information from your Security Awareness Training system. There is no way to undo this action.

What it does:

- It permanently deletes all existing Campaigns and Results.
- It permanently deletes all Address Books, including the import files (Excel/CSV/TDF).
- It permanently deletes all email address entries from all address books.
- It permanently deletes all Survey Responses.

What it does NOT do:

- It does not remove personally identifiable information from any logs that are external to the system. For example, any intermediate email servers used to deliver messages may have a log as well as any Intrusion Prevention Systems or other security-related controls owned by Customer, Company or Third Parties.
- It does not change any content of any messages that have already been sent. For example, if a user already received an email, the Anonymizer has no control over the delivered email message.
- It does not unpublish any Landing pages.
- It does not modify any Email Templates, Landing Page Templates, Email Servers or Web Servers.

How to use the Purger Utility

You will need to check the 'Purge Requested' button and then hit the 'Save' button. You will be required to click the 'Confirmed' step before making the permanent changes. The exact steps are listed below.

WARNING! Confirming a Purge Request will permanently delete nearly all information from your Security Awareness Training system.

There is no way to undo this action.

To purge your Security Awareness Training system of almost all data:

1. Navigate to **System > Purger**.
2. Click **New**.
3. Select **Purge Request**, then click **Save**.


Proceed with caution! When you complete the following step, your actions cannot be undone. You can stop at this point and follow the directions below in *Deleting a Purge Request*.

4. When the page refreshes, click **Confirmed**.

Deleting a Purge Request

If you already clicked **Confirmed**, you *cannot* delete the Purge Request.

If you erroneously created a purge request and want to remove it:

1. Navigate to **System > Purger**.
2. Your purge request displays in the table. On the left side of the table, click  to delete the request.
3. When the page refreshes, click **Confirm the Deletion**. The page refreshes and your purge request is no longer present.

Figures

1. X.png

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