

# Archive Preferences window

The Archive Preferences window allows you to set the age at which audited events are archived, configure how the archive databases are partitioned and named, and schedule archiving to run automatically. You can continue to report on all audited events that you archive. IDERA SQL Compliance Manager uses these settings each time you archive audited events collected for a registered SQL Server instance.

## Available fields

### Archive Options

Allows you to configure the following options to control which audit data is archived:

- How old events must be before they are moved to an archive database.
- Which time zone the Collection Server uses to determine when to partition an archive database

You can also skip the integrity check SQL Compliance Manager usually performs before archiving your collected events. ***If the audit data for the selected SQL Server instance fails this integrity check***, SQL Compliance Manager does not archive the data.

### Archive Schedule

Allows you to configure the following options to control when archiving runs:

- The **Once Daily at** option lets you select the time of day you want archiving to run. The default value is 1:30 AM.
- The **Every week(s) on** options allow you to select one or more days of the week when you want archiving to run as well as the time archiving begins. Note that you cannot schedule different times for different days.
- The **Monthly** options allows you to select a specific day of a specific month and the time when you want archiving to run.

### Archive Database Creation

Allows you to configure the following options to control how the archive database is created:

- How often the archive database is partitioned (by month, quarter, or year)
- Naming conventions for the archive databases
- Location where you want the archive database to reside

By default, the Collection Server creates a new archive database at midnight (GMT) when the specified time period (month, quarter, year) ends. For example, if you set archive creation to occur every month, the Collection Server creates a new archive database at midnight on the first day of each month. Each archive database represents a separate data set. You can report on audited events from each archive database.

SQL Compliance Manager audits all activity on your server. [Learn more > >](#)

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