

Delete old messages

Report Description:

This report will check messages and delete any that are older than the number of days to keep a message before deleting set up in the **Default Tables:** [Number of days to keep messages before deleting](#). It will also skip any messages that have a message status that means 'do not automatically delete'.

Running the Report:

This should be set up as a scheduled job that runs daily.

Edit Scheduled Job
Delete old messages

Job name: DELETEMESSAGES
Frequency:* DAY - Daily
Report name:* DELETEMESSAGES - Delete old messages
Run date offset:* 0
Run date range:* N - No date range
Run time:

Report Settings:

```
class=equest.app.reports.DeleteOldMessages  
jobQ=batch
```

```
# -- Optional Report settings --  
#report.notify.userID.1=xxxxxx
```

```
# Message statuses that mean 'do not automatically delete'  
# status.n=STATUS  
status.1=SAVE
```