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## 3.07 Archives und History

Projectile includes optional a trash functionality (archive) and a document-based history.

### 3.07.1 Archives / Recycle Bin Functionality

If the document is no longer needed in the active data pool, by clicking on ...

The screenshot shows the 'Project 13 Implementation Projectile 3.0' interface. At the top, there is a menu bar with 'Document', 'Edit', 'View', 'Back references', and 'Actions'. Below the menu bar, there are tabs: 'Master d', 'Delete the document', 'Ins', 'Portfolio', 'Status', 'Budget', 'Financial data', 'Order data', 'Documentation', and 'Misc'. The 'Master d' tab is active.

The main form contains the following fields:

- Project number:** Number 13
- Status:** Closed live
- Description:** Implementation Projectile 3.0
- Project start/end date:** From 30.11.2009 To 09.12.2009
- Parent project:**
- Subprojects:** A table with 2 entries:
 

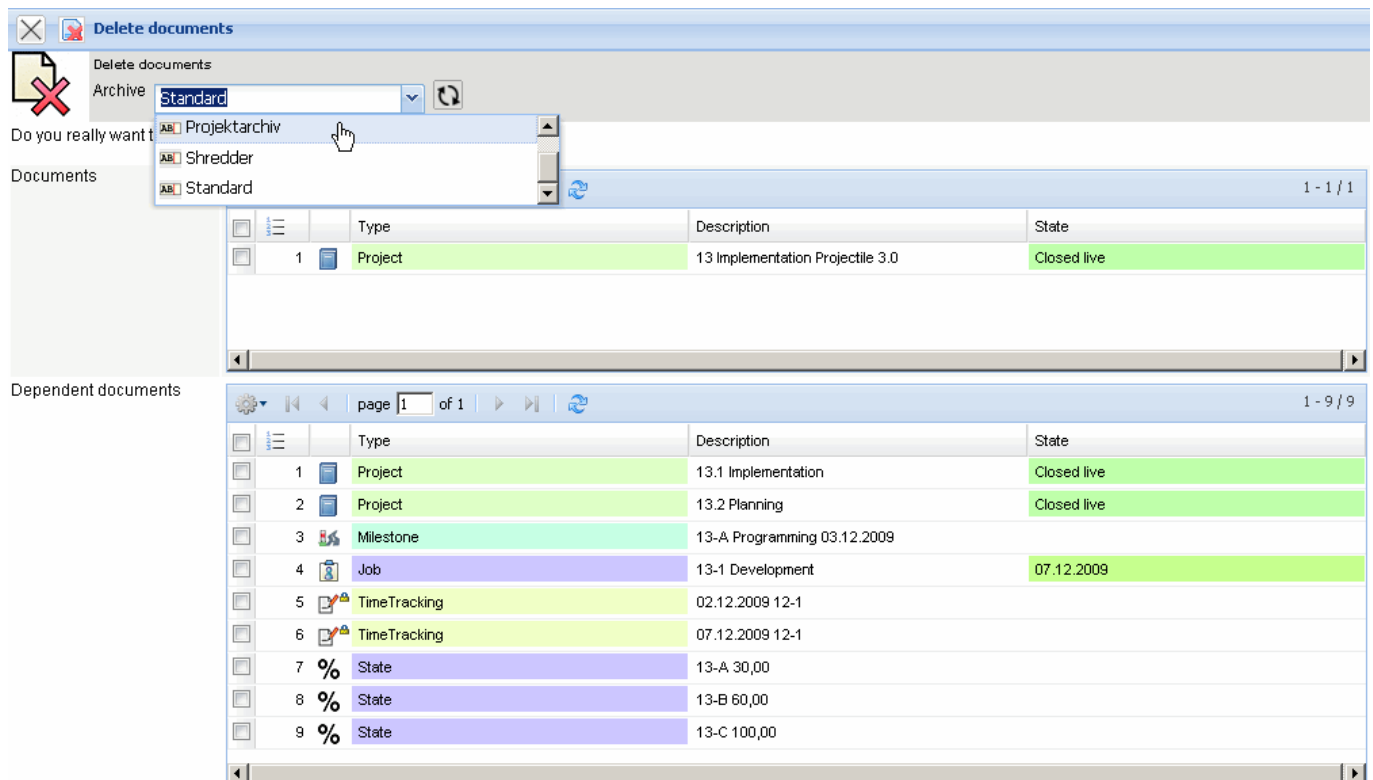
|   | Number | Description    | Status      |
|---|--------|----------------|-------------|
| 1 | 13.1   | Implementation | Closed live |
| 2 | 13.2   | Planning       | Closed live |
- Processes:** A table with 1 entry:
 

|   | Process number | Description | Begin date planning | End date planning |
|---|----------------|-------------|---------------------|-------------------|
| 1 | 13-1           | Development | 30.11.2009          | 09.12.2009        |
- Milestones:** No entries
- Grade of completion:** A table with 3 entries:
 

|   | Number | State  |
|---|--------|--------|
| 1 | 13-A   | 30,00  |
| 2 | 13-B   | 60,00  |
| 3 | 13-C   | 100,00 |

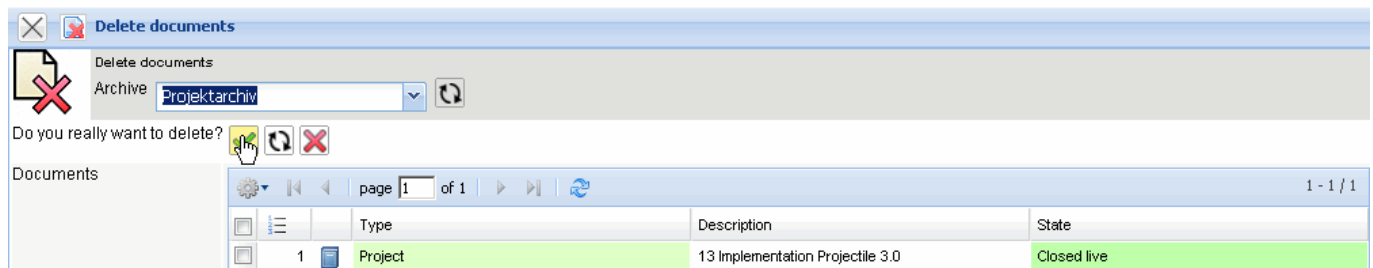
... it can be deleted.

Before the document is deleted, a dialog appears; with the question of whether we really want to delete.

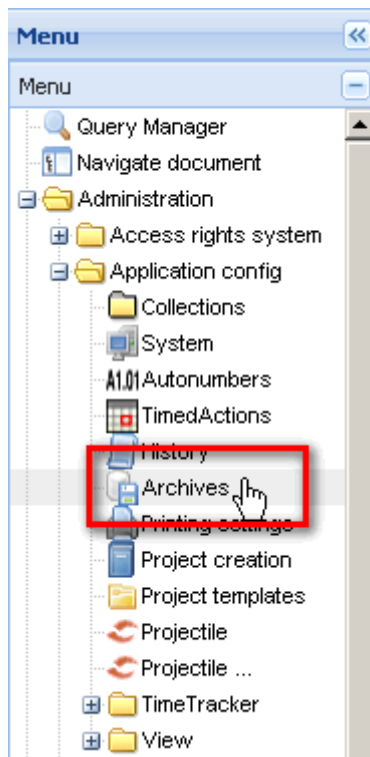


This dialogue is a security precaution, since the deletion can be undone only by selected users (see also recycle bin / Archive). If the project is deleted, it can be restored from the recycle bin. Analogically the archiving also functions for future restoring of projects or of other data pool.

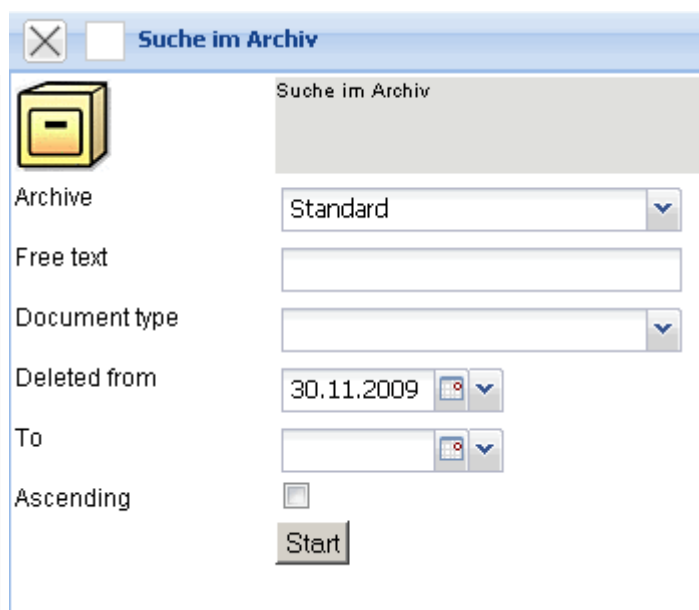
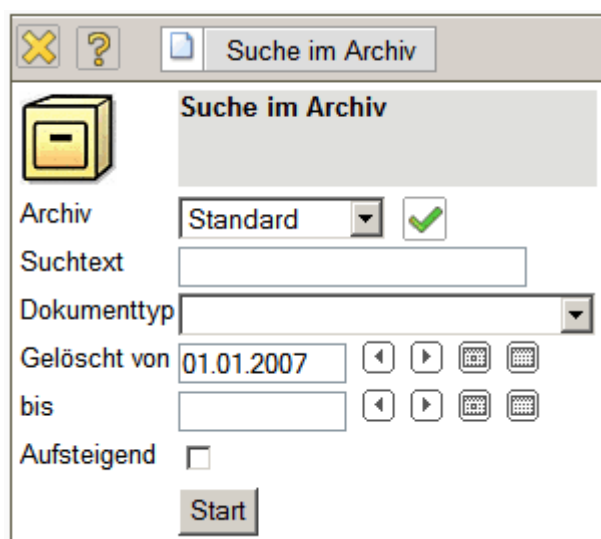
In the following example, the project 105 Implementation Projectile is moved to the project archive. This process may take some time for larger structures.



With the functionality  the recycle bin or the archive can be accessed.



In the search dialog you can enter a search text, or a document type, date of deletion and the sort order.



In the example you can search for all projects in the project archive, which have been deleted after 08.01.2007:

✕ ?
Suche im Archiv

Archiv

Projektarchiv

✓

Suchtext

Dokumenttyp

Projekt

Gelöscht von

08.01.2007

◀ ▶

bis

◀ ▶

Aufsteigend

☐

Start

✕
Suche im Archiv

Archive

Free text

▼

Document type

Deleted from

01.12.2009

◀ ▶

To

◀ ▶

Ascending

☐

Start

The system finds three archival projects (the upper project 105 and the two sub-projects of the project 105).

✕ ?
Liste 08.01.2007 22:23:17

Liste

bearbeiten

ablegen

Report

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🔍

|   |                          |  | Einträge                                                                                                                               |
|---|--------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <input type="checkbox"/> |  | Projekt 105 Implementation Projectile 08.01.2007 22:18:44<br>Archiv-Dokument Projekt 105 Implementation Projectile 08.01.2007 22:18:44 |
| 2 | <input type="checkbox"/> |  | Projekt 105.1 Planung 08.01.2007 22:18:44<br>Archiv-Dokument Projekt 105.1 Planung 08.01.2007 22:18:44                                 |
| 3 | <input type="checkbox"/> |  | Projekt 105.2 Customizing 08.01.2007 22:18:44<br>Archiv-Dokument Projekt 105.2 Customizing 08.01.2007 22:18:44                         |

✕
Collection 07.12.2009 13:25:49

Collection

Edit file

Report

page

1

of

1

1 - 3

|   |                                     |  | Entries                                                                    |
|---|-------------------------------------|--|----------------------------------------------------------------------------|
| 1 | <input checked="" type="checkbox"/> |  | AtticDocument Project 13 Implementation Projectile 3.0 07.12.2009 11:46:04 |
| 2 | <input type="checkbox"/>            |  | AtticDocument Project 13.1 Implementation 07.12.2009 11:46:04              |
| 3 | <input type="checkbox"/>            |  | AtticDocument Project 13.2 Planning 07.12.2009 11:46:04                    |

In the deleted document is the information, when the document has been deleted by which user and the contents of the deleted document. This document can be restored or deleted from the project archive as a copy or in the original condition.

https://infodesire.net/dokuwiki/

Printed on 2025/12/13 09:20

| Archiv-Dokument                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| gelöscht<br>Dokument                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 08.01.2007 22:18:44,484 [1]<br>Projekt 105 Implementation Projectile |
| Dokument Nummer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 327                                                                  |
| Von                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 1                                                                    |
| Original Datastore                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Default                                                              |
| <b>Zugehörige Dokumente</b><br><div>1 - 12 / 144</div> <ul style="list-style-type: none"> <li><input type="checkbox"/> [1] Beleg 35 Flugticket FFM - HH - FFM 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [2] Angebotsposition 1-12 Budget EP-2 Leistungszukauf 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [3] Angebotsposition 1-11 Budget EP-1 Reisekosten 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [4] Angebotsposition 1-10 Arbeitspaket EP.3-2 Schulung 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [5] Angebotsposition 1-9 Arbeitspaket EP.3-1 Installation 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [6] Angebotsposition 1-8 Arbeitspaket EP.2-3 Testen 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [7] Angebotsposition 1-7 Arbeitspaket EP.2-2 Dokumentation 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [8] Angebotsposition 1-6 Arbeitspaket EP.2-1 Entwicklung 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [9] Angebotsposition 1-3 Arbeitspaket EP.1-2 Pflichtenheft erstellen 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [10] Angebotsposition 1-2 Arbeitspaket EP.1-1 Konzeptgespräche 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [11] Angebotsposition 1-1 Arbeitspaket EP-1 Projektleitung 08.01.2007 22:18:44</li> <li><input type="checkbox"/> [12] Angebot CS-04-02-1 08.01.2007 22:18:44</li> </ul> |                                                                      |
| <b>Zugehörige Dokumente</b><br><div> <div>Kopien erzeugen</div> <div>Wiederherstellen</div> <div>Löschen</div> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                      |
| <b>Original-Dokument</b><br><div> <div>Projekt</div>18 <div>Nummer</div>105 <div>Bezeichnung</div>Implementation Projectile <div>Plan-Beginn</div>09.02.2004 <div>Plan-Ende</div>05.03.2004 <div>Externer Auftrag</div><input checked="" type="checkbox"/> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                      |

In the example the original document is restored. This process may take several minutes for larger structures.

| Archiv-Dokument                                                                                                                                                |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <div> <div>Wirklich Originaldokumente wiederherstellen und abspeichern?</div> <div> <input checked="" type="checkbox"/> <input type="checkbox"/> </div> </div> |  |
| <div> <div>Archiv-Dokument</div> </div>                                                                                                                        |  |

After the restoration a confirmation appears. Here, the user can select, whether the archived document should be deleted or not.

Liste 08.01.2007 22:31:28

Die folgenden Dokumente wurden erfolgreich wiederhergestellt.  
Wollen sie die archivierten Versionen löschen?

☒
☐

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| 1 - 20 / 144                        | + + +                      | ▶ ▶ ▶ | <input type="text"/>                            |                            |
|-------------------------------------|----------------------------|-------|-------------------------------------------------|----------------------------|
| <input checked="" type="checkbox"/> | + -                        |       | Typ                                             | Status                     |
| 1                                   | <input type="checkbox"/> + |       | 35 Flugticket FFM - HH - FFM                    | Beleg                      |
| 2                                   | <input type="checkbox"/> + |       | 1-12 Budget EP-2 Leistungszukauf                | Angebotsposition           |
| 3                                   | <input type="checkbox"/> + |       | 1-11 Budget EP-1 Reisekosten                    | Angebotsposition           |
| 4                                   | <input type="checkbox"/> + |       | 1-10 Arbeitspaket EP.3-2 Schulung               | Angebotsposition           |
| 5                                   | <input type="checkbox"/> + |       | 1-9 Arbeitspaket EP.3-1 Installation            | Angebotsposition           |
| 6                                   | <input type="checkbox"/> + |       | 1-8 Arbeitspaket EP.2-3 Testen                  | Angebotsposition           |
| 7                                   | <input type="checkbox"/> + |       | 1-7 Arbeitspaket EP.2-2 Dokumentation           | Angebotsposition           |
| 8                                   | <input type="checkbox"/> + |       | 1-6 Arbeitspaket EP.2-1 Entwicklung             | Angebotsposition           |
| 9                                   | <input type="checkbox"/> + |       | 1-3 Arbeitspaket EP.1-2 Pflichtenheft erstellen | Angebotsposition           |
| 10                                  | <input type="checkbox"/> + |       | 1-2 Arbeitspaket EP.1-1 Konzeptgespräche        | Angebotsposition           |
| 11                                  | <input type="checkbox"/> + |       | 1-1 Arbeitspaket EP-1 Projektleitung            | Angebotsposition           |
| 12                                  | <input type="checkbox"/> + |       | CS-04-02-1                                      | Angebot Angebot übernommen |
| 13                                  | <input type="checkbox"/> + |       | 09.02.2004 05.03.2004 Mitarbeiter Test          | Projektplan-Eintrag        |
| 14                                  | <input type="checkbox"/> + |       | Projekt 18 15.03.2004                           | Projektplan                |
| 15                                  | <input type="checkbox"/> + |       | 09.02.2004 05.03.2004 Mitarbeiter Test          | Projektplan-Eintrag        |
| 16                                  | <input type="checkbox"/> + |       | Projekt 18 12.03.2004                           | Projektplan                |
| 17                                  | <input type="checkbox"/> + |       | Rechnung 81 06.01.2006                          | Zahlungseingang            |
| 18                                  | <input type="checkbox"/> + |       | 81-9 Reise 4 Schaub Peter Installation          | Rechnungsposition          |
| 19                                  | <input type="checkbox"/> + |       | 81-8 Beleg 35 Flugticket FFM - HH - FFM         | Rechnungsposition          |
| 20                                  | <input type="checkbox"/> + |       | 81-7 Arbeitspaket EP.3-2 Schulung               | Rechnungsposition          |

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After restoration the system displays all the documents (here 144 documents with upper-projects, sub-projects, jobs, recorded time, offers, invoices,...).

Liste 08.01.2007 22:31:28

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| <input type="checkbox"/> |                          |  |                                         | Typ           | Status        |
|--------------------------|--------------------------|--|-----------------------------------------|---------------|---------------|
| 125                      | <input type="checkbox"/> |  | 17.02.2004 18.1-2                       | Zeiterfassung |               |
| 126                      | <input type="checkbox"/> |  | 16.02.2004 18.1-2                       | Zeiterfassung |               |
| 127                      | <input type="checkbox"/> |  | 13.02.2004 18.1-2                       | Zeiterfassung |               |
| 128                      | <input type="checkbox"/> |  | 12.02.2004 18.1-2                       | Zeiterfassung |               |
| 129                      | <input type="checkbox"/> |  | 11.02.2004 18.1-2                       | Zeiterfassung |               |
| 130                      | <input type="checkbox"/> |  | 105.1-2 Pflichtenheft erstellen         | Arbeitspaket  | 17.02.2004    |
| 131                      | <input type="checkbox"/> |  | 11.02.2004 18.1-1                       | Zeiterfassung |               |
| 132                      | <input type="checkbox"/> |  | 10.02.2004 18.1-1                       | Zeiterfassung |               |
| 133                      | <input type="checkbox"/> |  | 09.02.2004 18.1-1                       | Zeiterfassung |               |
| 134                      | <input type="checkbox"/> |  | Arbeitspaket 18.1-1 Arbeitspaket 18.1-2 | Sprungfolge   |               |
| 135                      | <input type="checkbox"/> |  | 105.1-1 Konzeptgespräche                | Arbeitspaket  | 11.02.2004    |
| 136                      | <input type="checkbox"/> |  | Meilenstein 18.1-A Arbeitspaket 18.2-5  | Sprungfolge   |               |
| 137                      | <input type="checkbox"/> |  | Meilenstein 18.1-A Arbeitspaket 18.2-4  | Sprungfolge   |               |
| 138                      | <input type="checkbox"/> |  | Meilenstein 18.1-A Arbeitspaket 18.2-1  | Sprungfolge   |               |
| 139                      | <input type="checkbox"/> |  | Arbeitspaket 18.1-2 Meilenstein 18.1-A  | Sprungfolge   |               |
| 140                      | <input type="checkbox"/> |  | 18.1-A-2 17.02.2004                     | Trendtermin   |               |
| 141                      | <input type="checkbox"/> |  | 18.1-A-1 17.02.2004                     | Trendtermin   |               |
| 142                      | <input type="checkbox"/> |  | 105.1-A Konzeptabnahme 17.02.2004       | Meilenstein   |               |
| 143                      | <input type="checkbox"/> |  | 105.1 Planung                           | Projekt       | abgeschlossen |
| 144                      | <input type="checkbox"/> |  | 105 Implementation Projectile           | Projekt       | abgeschlossen |

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Afterwards the archival project will be accessed.

Project 13 Implementation Projectile 3.0

Document Edit View Back references Actions

**Master data**
[Involved persons](#)
[Portfolio](#)
[Status](#)
[Budget](#)
[Financial data](#)
[Order data](#)
[Documentation](#)
[Misc](#)

Project number Number  Status

Description

Project start/end date From  To

Parent project

Subprojects
 

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| <input type="checkbox"/> |   | Number | Description    | Status      |
|--------------------------|---|--------|----------------|-------------|
| <input type="checkbox"/> | 1 | 13.1   | Implementation | Closed live |
| <input type="checkbox"/> | 2 | 13.2   | Planning       | Closed live |

Processes
 

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| <input type="checkbox"/> |   | Process number | Description | Begin date planning | End date planning |
|--------------------------|---|----------------|-------------|---------------------|-------------------|
| <input type="checkbox"/> | 1 | 13-1           | Development | 30.11.2009          | 09.12.2009        |

Milestones

No entries

Grade of completion

page 1 of 1

|                          |   | Number | State  |
|--------------------------|---|--------|--------|
| <input type="checkbox"/> | 1 | % 13-A | 30,00  |
| <input type="checkbox"/> | 2 | % 13-B | 60,00  |
| <input type="checkbox"/> | 3 | % 13-C | 100,00 |

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Last update: **2019/10/25 14:09**

