

# Expiry

An article can be marked as "expired" after a certain date and is the ideal basis for an archiving system.

## Contents

1	<a href="#">Setting an expiration date</a>	2
2	<a href="#">Unexpiring a page</a>	2
3	<a href="#">List of expired pages</a>	2
4	<a href="#">Archiving obsolete pages</a>	2
5	<a href="#">Expiration log</a>	2
6	<a href="#">Configuration</a>	2

## Setting an expiration date

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To set the expiration date for an article:

1. **Click** *Set expiry* in the page tools.
2. **Enter** an expiration date. It could be today or any day in the future.
3. **Enter** an expiration comment (optional).
4. **Click** *Save*

When the expiration date is reached, the page shows the expiration marker "expired" in the title area. Additionally a watermark is shown on the article by default.

## Unexpiring a page

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To remove the expiration marker from an article, click the drop-down arrow next to the "expired"-marker in the title area and unexpire the page.

## List of expired pages

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To view all pages that have an expiration date, you can go to *Global settings > Tools > Expired pages*. From there, users can remove the expiration marker of any page.

## Archiving obsolete pages

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Administrators can create an *Archive namespace* if obsolete pages should be archived rather than deleted. Users can then [move](#) articles to this namespace.

## Expiration log

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Administrators can view a log with all expiration activities from the page *Special:Log*.

1. **Select** the log type *Expiry* from the drop-down menu.
2. **Click** Show.

## Configuration

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You can set the following options in the Config manager.

Additionally, the display of the expiry status can be moved after the page content in the [Config manager](#).



[Technical Reference: BlueSpiceExpiry](#)