Deactivating Data Retention Settings

Last Modified on 07/29/2024 4:49 pm EDT

> ***Note:***
> *If you want to take advantage of the Data Retention feature, Administrators must first contact Support to enable the feature.*

Overview

If a user deactivates data retention settings on an object type, no fields, formulas, or properties for the object type will be retained. All data will be purged when an Object of this Type is deleted.

If a user reactivates the Retain Data for Analytics toggle switch, previously selected fields, formulas and properties will remain selected.

User Account Requirements

The user account used to log into Resolver must have Administrator permission to access the **Object Types** section.

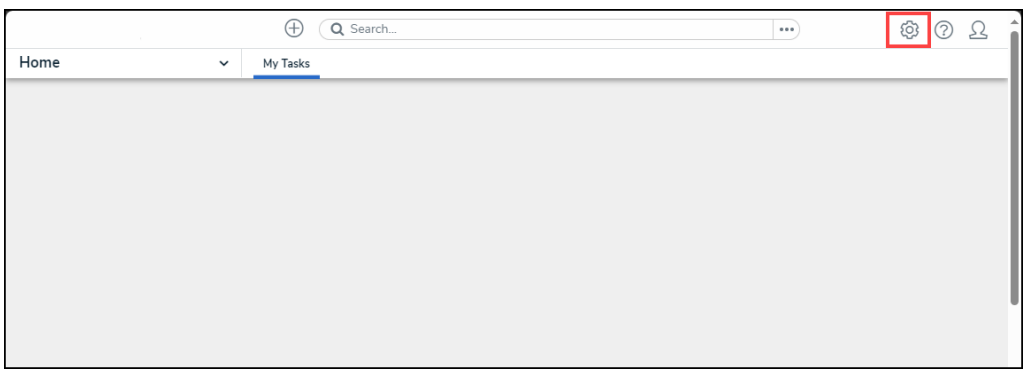
Related Information/Setup

Please refer to the Enabling the Auto-Delete Function Using a Scheduled Trigger article, for more information on enabling the auto-delete function.

Please refer to the Disabling the Auto-Delete Function article, for more information on disabling the auto-delete function.

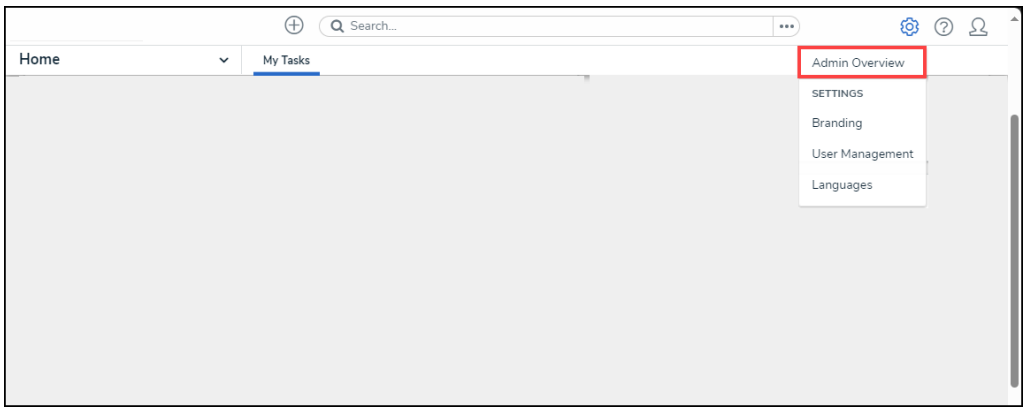
Navigation

1. From the ***Home*** screen, click on the **Administration** icon.



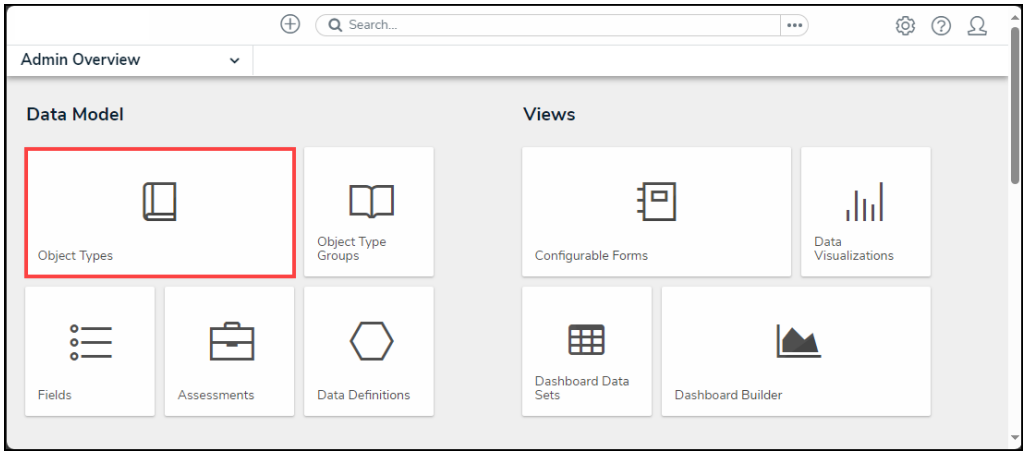
Administration Icon

2. From the **Administration Settings** dropdown menu, click the **Admin Overview** link.



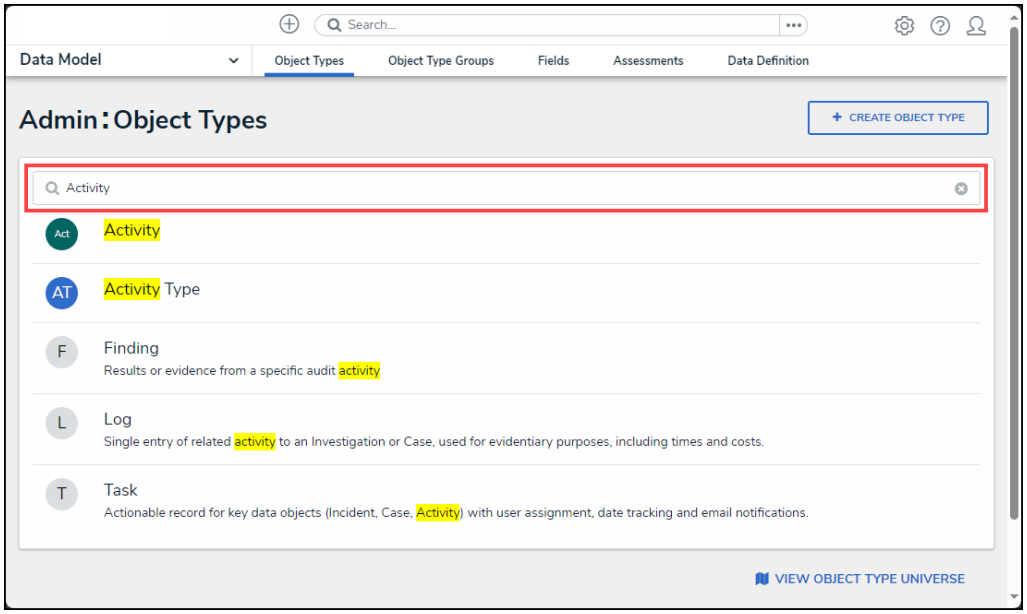
Admin Overview Link

3. From the ***Admin Overview*** screen, click the **Object Type** tile under the **Data Model** section.



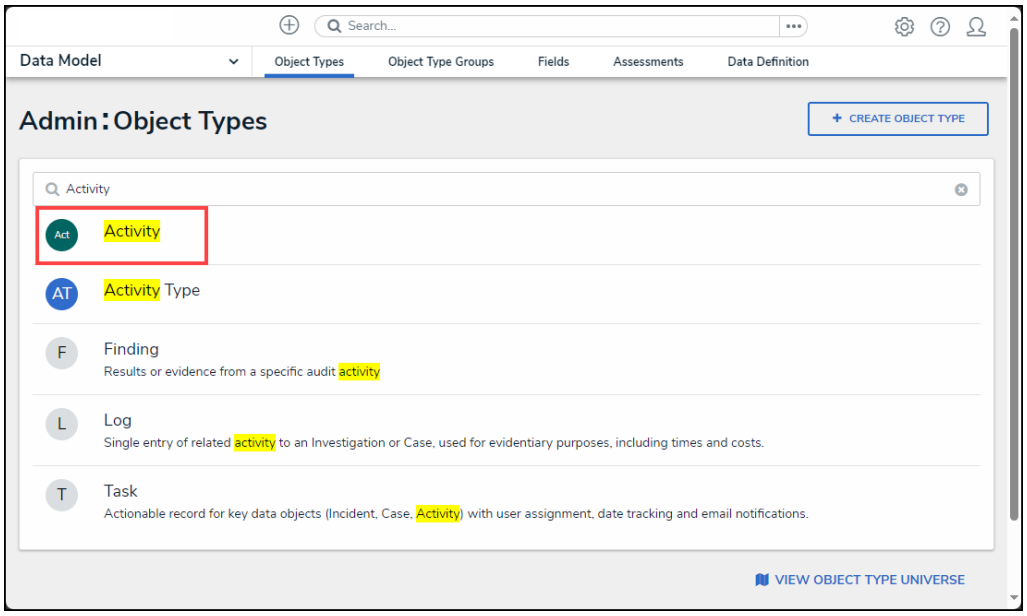
Object Type Tile

4. From the ***Admin: Object Type*** screen, enter an object type name in the **Search** field to narrow the search results.



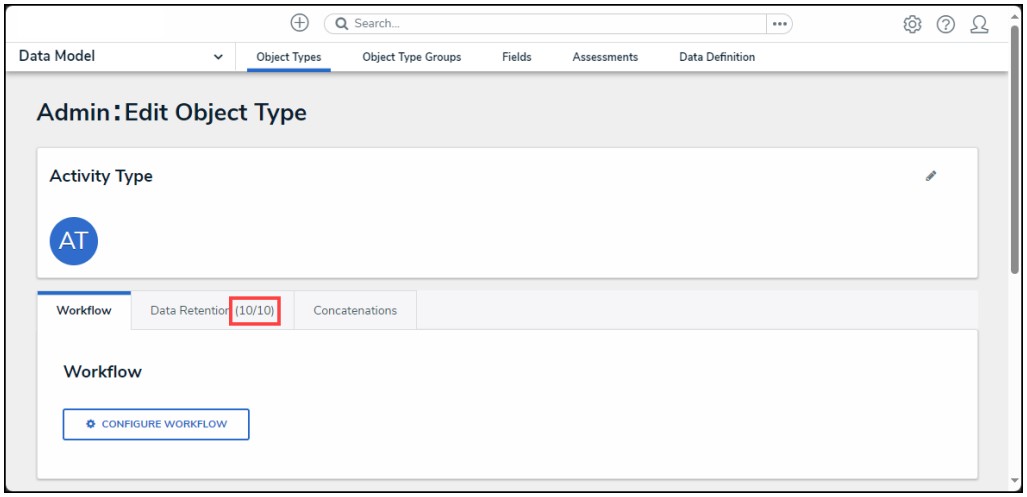
Search Field

5. Click on an **Object Type** link.



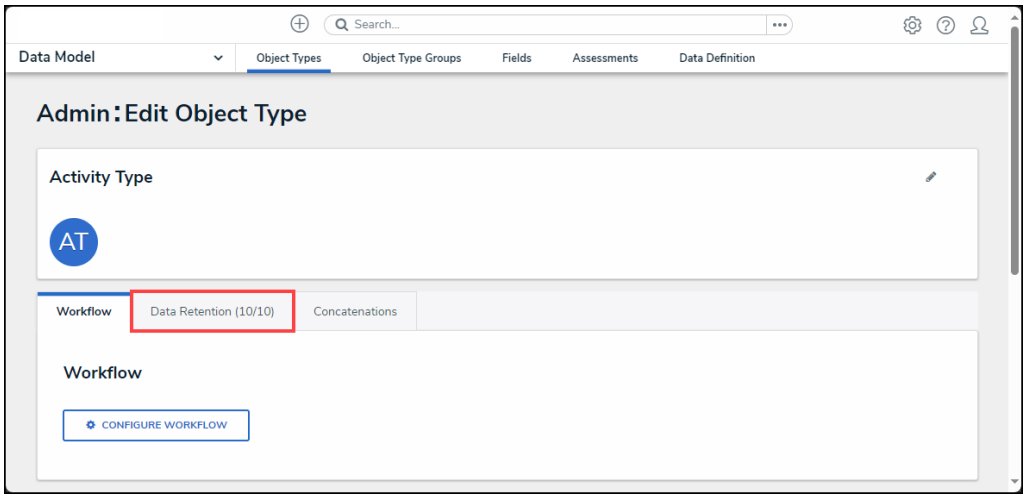
Object Type Link

6. From the ***Admin: Edit Object Type*** screen, the number of active data retention settings selected can be seen within the **Data Retention** tab.



Data Retention Indicator

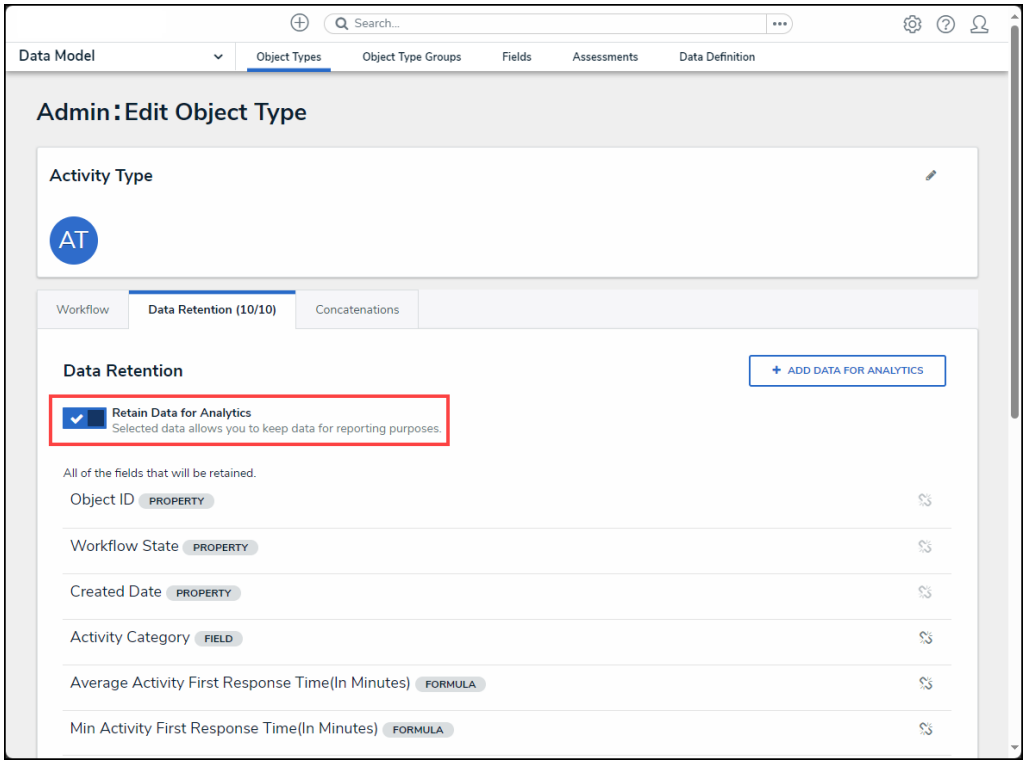
7. Click on the **Data Retention** tab.



Data Retention Tab

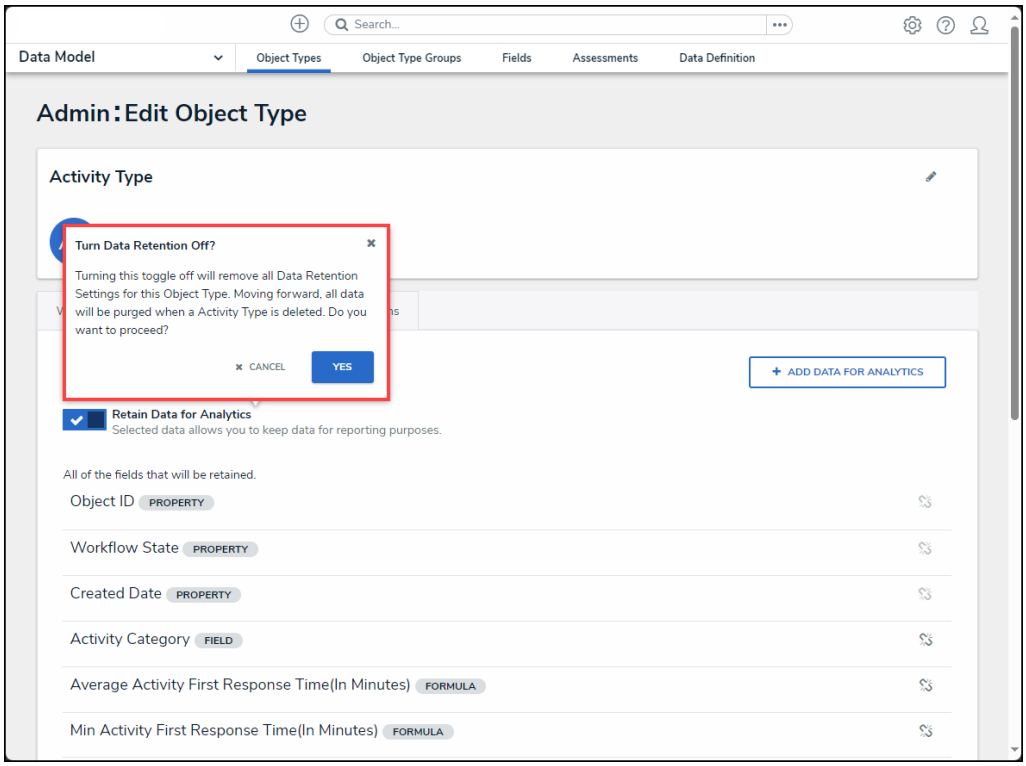
Deactivating Data Retention Settings

1. From the ***Data Retention*** tab, click the ***Retain Data for Analytics*** toggle switch.



Retain Data for Analytics Toggle Switch

2. A ***Confirmation*** screen will appear, read through the warning and click the **Yes** button to deactivate retaining data for analytics. If a user deactivates data retention settings on an object type, no fields, formulas, or properties for the object type will be retained. All data will be purged when an Object of this Type is deleted.



Confirmation Screen