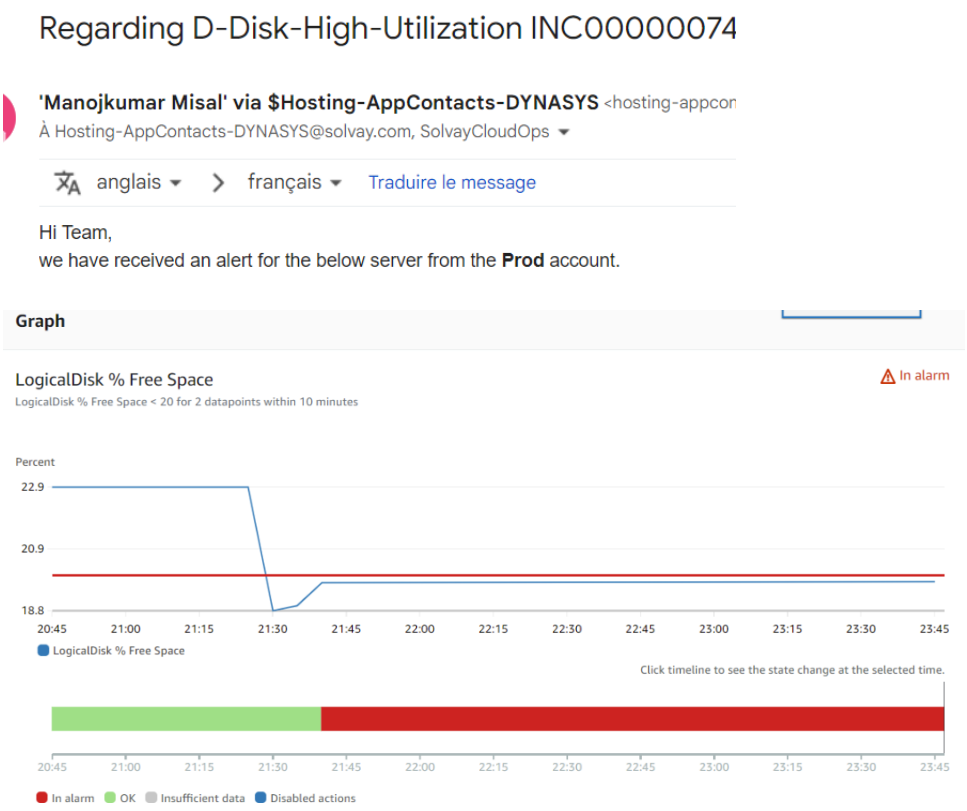
8.4.2 - How to free space on backend servers

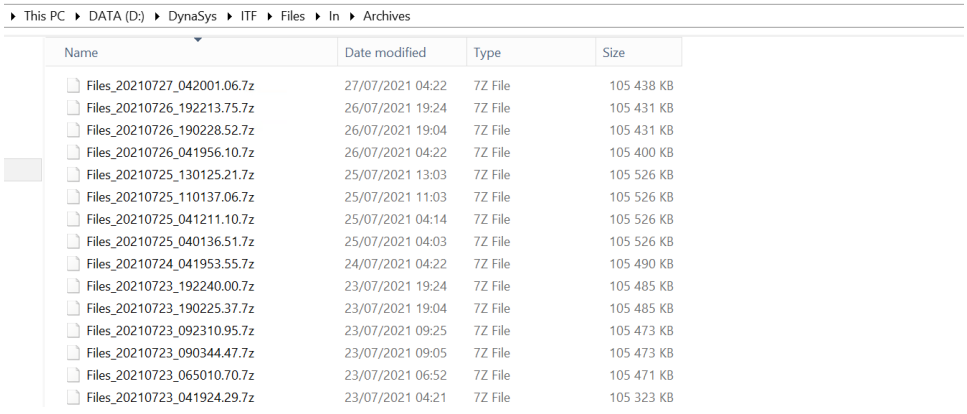
In case of low disk free space on a backserver server, we will receive this kind of alert email.

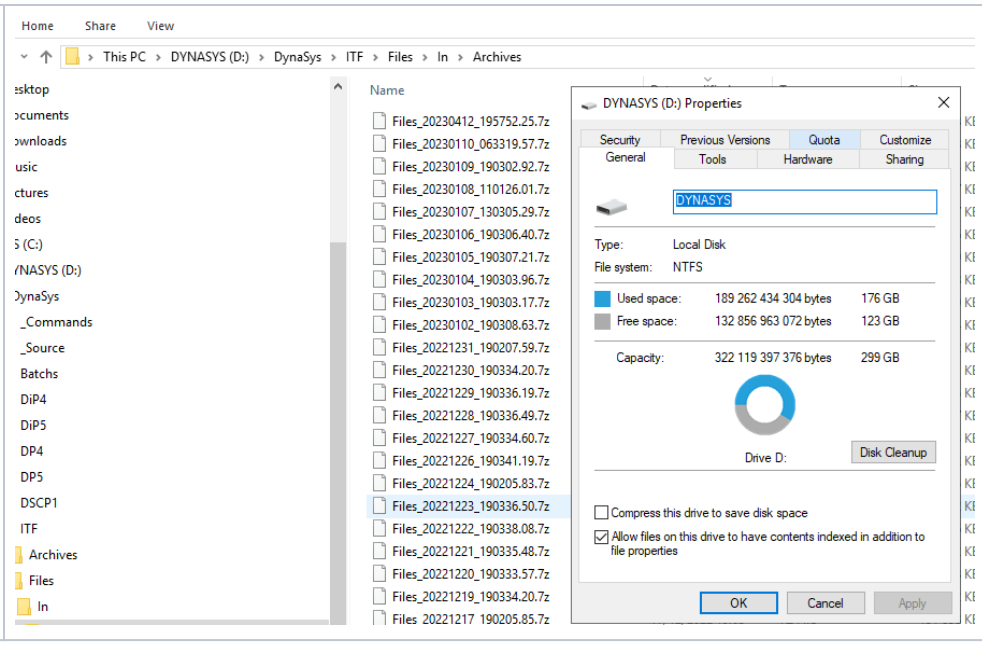


> Try to check/free space at least once every month before we get the alert emails.

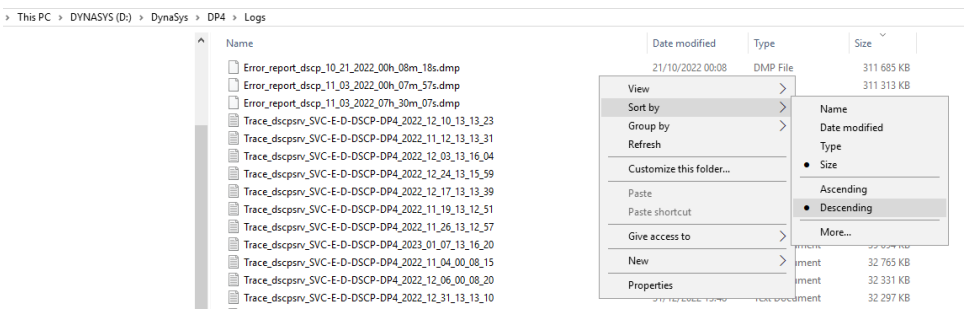
Here are different ways to save disk spaces. They are sorted by priority.

1/ To Erase - Archives

Step #	Description	Screenshot
1	The best place to release disk space is the folder **D:\DynaSys\ITF\Files\In\Archives** Actually, 4 or 5 archives are generated every day	

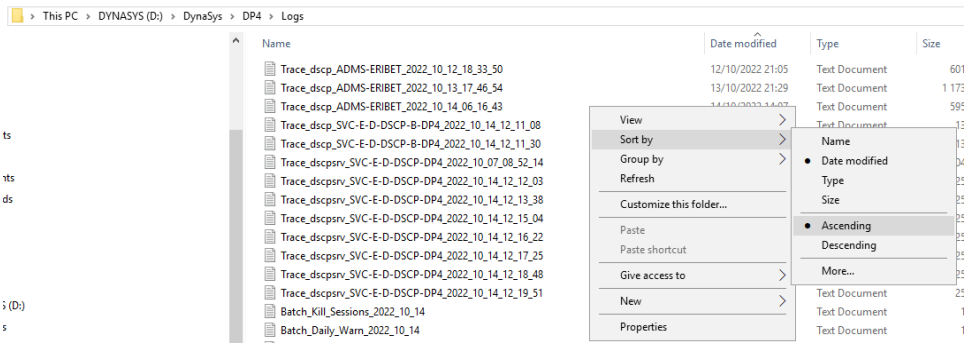
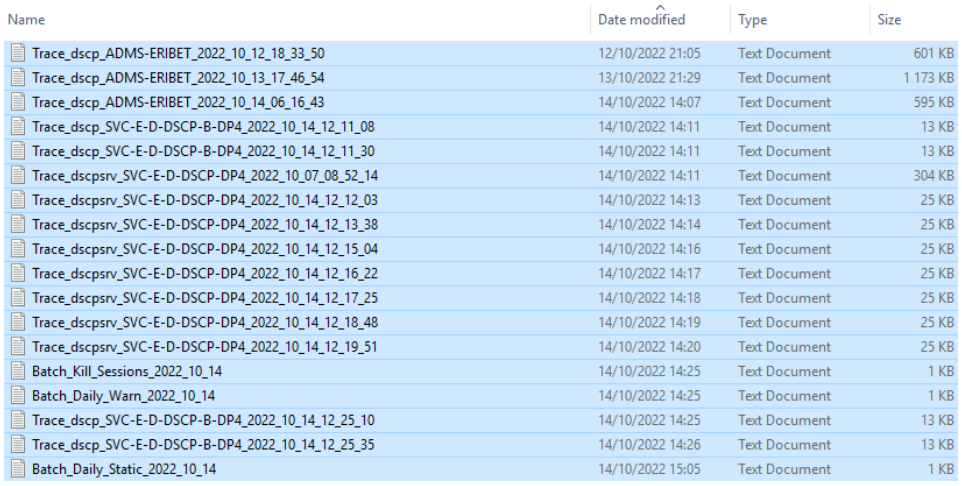
2	Those archives are not deleted automatically, it's up to DSCP Interface Team. • **As a general rule, We try to keep 2 months worth of archive.**	

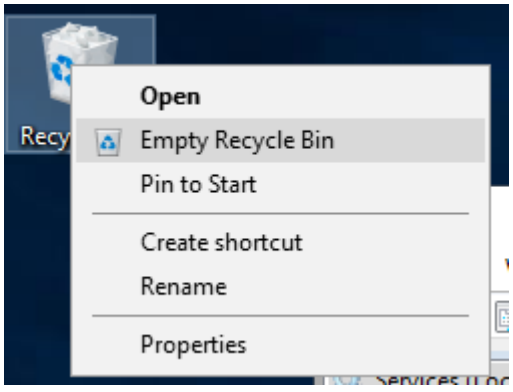
2/ To Erase - DMP files

Step #	Description	Screenshot
1	DMP files with huge sizes are created after each crashdump. The idea is to remove those files as soon as they are not useful for further analysis. Select this folder **D:\DynaSys\<App>\Logs** Right click, sort by **Size Descending**	
2	Remove the DMP files	

3/ To Erase - Logs

Step #	Description	Screenshot

1	Log files are not automatically removed, it's up to DSCP Interface Team. The idea is to remove files that are very old. • **As a general rule, we keep files from the last 6 months.** Select this folder **D:\DynaSys\<App>\Logs** Right click, sort by **Data modified** Ascending	
2	Select and delete the files	

4/ To Erase - Recycle Bin

#	Description	Screenshot
1	**Empty Recycle Bin** if needed.