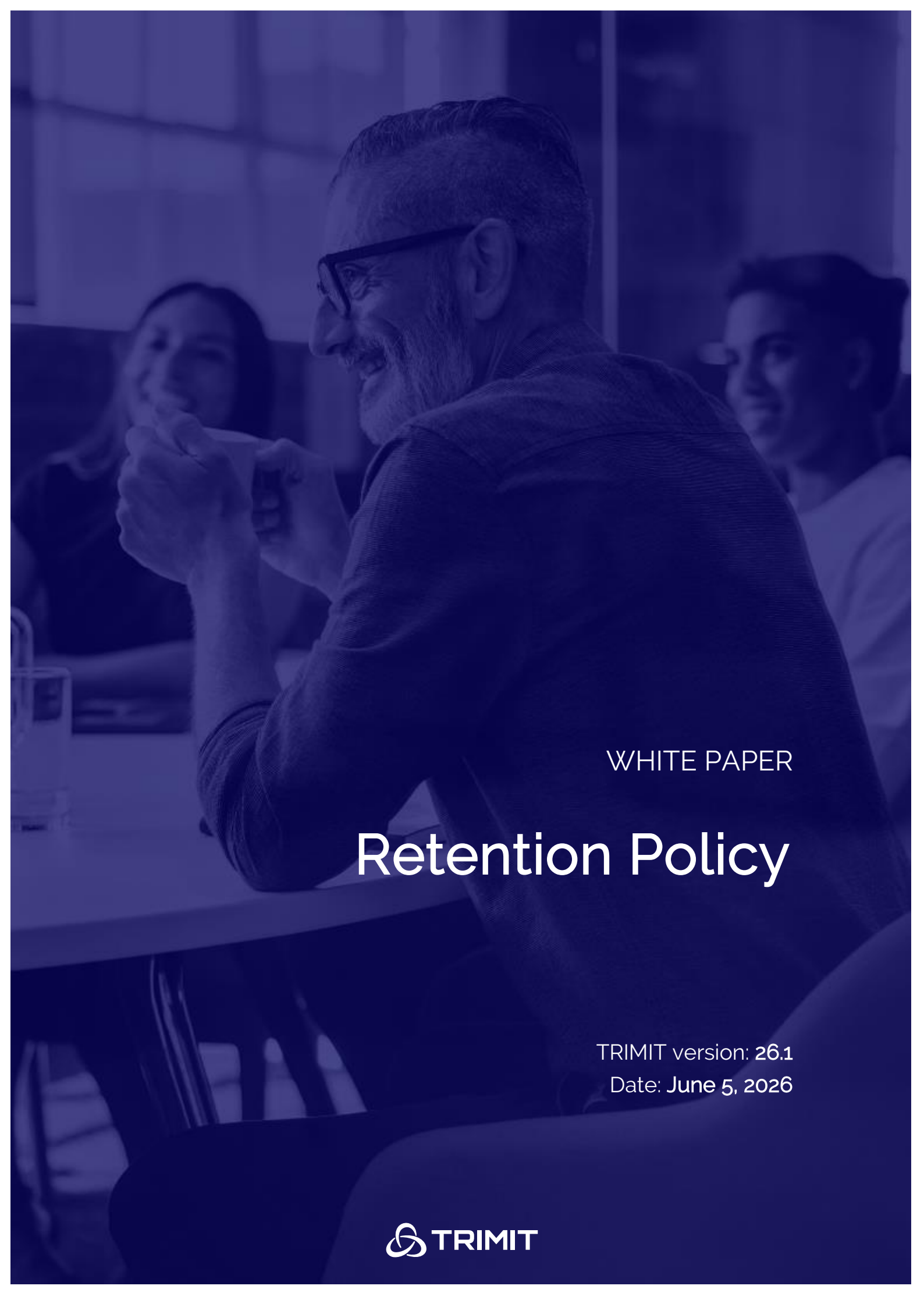




WHITE PAPER

# Retention Policy

TRIMIT version: 26.1

Date: June 5, 2026

# Table of Contents

|                                                                 |    |
|-----------------------------------------------------------------|----|
| Retention Policy .....                                          | 1  |
| Introduction .....                                              | 3  |
| Components .....                                                | 3  |
| Retention Policy .....                                          | 4  |
| Retention Policy for standard BC Tables (based on BC28.0) ..... | 4  |
| Retention Policy for TRIMIT Tables .....                        | 5  |
| Job Queue Entry .....                                           | 5  |
| TRIMIT Tables.....                                              | 6  |
| Table 6036501 trm Error Message Log .....                       | 6  |
| Table 6036524 trm Batch Log .....                               | 6  |
| Table 6036538 trm Replication Log.....                          | 6  |
| Table 6036539 trm Replication Error Log .....                   | 6  |
| Table 6036679 trm Intercompany Transact Log .....               | 6  |
| Table 6036846 trm EAPI Request Log .....                        | 6  |
| Table 6037004 trm Std Unit Cost Log.....                        | 7  |
| Table 6037028 trm Sales Import Journal Line .....               | 7  |
| Table 6037029 trm Sales Import Jnl Header .....                 | 8  |
| Table 6037049 trm Sales Comment Import .....                    | 8  |
| Table 6037050 trm VarDim Order Import.....                      | 9  |
| Table 6037179 trm Order Picture Info.....                       | 10 |
| Table 6037180 trm Picture.....                                  | 10 |
| Table 6037330 trm Production Order Archive .....                | 10 |
| Table 6037336 trm Prod Collect Header Arch.....                 | 11 |
| Table 6038109 trm File Repository.....                          | 11 |
| Table 6038117 trm Portal Activity Log.....                      | 11 |
| Table 6038169 trm B2B Relation Authorization .....              | 11 |
| Deleting the Media Orphans .....                                | 12 |
| Batch Delete ASI Documents.....                                 | 15 |

# Introduction

The **TRIMIT Retention Policy** functionality is simply adding some specific TRIMIT Tables into the standard Retention Policy of BC during the installation of the **TRIMIT App**.

You can read more about the Retention Policy in Business Central in [Clean Up Data with Retention Policies - Business Central | Microsoft Learn](#)

In this document we also added some information regarding deleting the so-called **Media Orphans**. These are media files (pictures, E-Mail attachments, etc.) uploaded in the database, which do not have a connection anymore to other data in the database.

Deleting these **Media Orphans** can get rid of lots of consumed space in your database and can help improve the performance of the solution.

This however does not include the Pictures that might have been uploaded to the TRIMIT Masters, VarDim Type Variants or Master/Variants.

In this document there is also a description of **Batch Delete ASI Documents**: deleting the Posted Portal Sales Documents of TRIMIT e-commerce.

The audience for this document is the Consultant or very skilled User. It will only describe the TRIMIT fields/functionality and not the standard Business Central fields/functionality. Be aware of not changing settings and parameters in a live database without consulting the implementing partner.

The functionality described is the functionality as **TRIMIT 26.1 for Business Central W1 BC28.X**.

The pictures in this White Paper are based on the demo data for **TRIMIT 26.1**, which is based on Microsoft Dynamics 365 Business Central 2026 Release Wave 1 in the demo company **CRONUS TRIMIT W1 Ltd.** (based on CRONUS International Ltd. of Microsoft Dynamics 365 Business Central).

## Components

TRIMIT **Retention Policy** contains the following objects:

|                     |                |                              |
|---------------------|----------------|------------------------------|
| <b>The Codeunit</b> | <i>6036520</i> | <i>trm TrimitApplInstall</i> |
|---------------------|----------------|------------------------------|

**Batch Delete ASI Documents** contain the following objects:

|                     |                |                                       |
|---------------------|----------------|---------------------------------------|
| <b>The Report</b>   | <i>6038102</i> | <i>trm Batch Delete ASI Documents</i> |
| <b>The Codeunit</b> | <i>6038129</i> | <i>trm Batch Delete ASI Documents</i> |

# Retention Policy

When installing the TRIMIT App some **Retention Policy** records will be created with default **Retention Period** and default Filters, but you can change them manually if desired. They will all **not** be enabled unless there is a special filter set.

## Retention Policy for standard BC Tables (based on BC28.0)

| Retention Policies                              |                                |                                     |                          |                  |  |
|-------------------------------------------------|--------------------------------|-------------------------------------|--------------------------|------------------|--|
| + New Manage Home Navigate More options         |                                |                                     |                          |                  |  |
| Apply Manually Apply All Refresh Allowed Tables |                                |                                     |                          |                  |  |
| Table Id ↑                                      | Table Caption                  | Enabled                             | Manual                   | Retention Period |  |
| 405                                             | Change Log Entry               | <input type="checkbox"/>            | <input type="checkbox"/> |                  |  |
| 5338                                            | Integration Synch. Job         | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1 MONTH          |  |
| 5339                                            | Integration Synch. Job Errors  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1 MONTH          |  |
| 5395                                            | Dataverse Entity Change        | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1 WEEK           |  |
| 5772                                            | Registered Whse. Activity Hdr. | <input type="checkbox"/>            | <input type="checkbox"/> | 1 YEAR           |  |
| 6123                                            | E-Document Mapping Log         | <input type="checkbox"/>            | <input type="checkbox"/> |                  |  |
| 6124                                            | E-Document Log                 | <input type="checkbox"/>            | <input type="checkbox"/> |                  |  |
| 6125                                            | E-Doc. Data Storage            | <input type="checkbox"/>            | <input type="checkbox"/> |                  |  |
| 6127                                            | E-Document Integration Log     | <input type="checkbox"/>            | <input type="checkbox"/> |                  |  |
| 7322                                            | Posted Whse. Shipment Header   | <input type="checkbox"/>            | <input type="checkbox"/> | 1 YEAR           |  |
| 7340                                            | Posted Invt. Put-away Header   | <input type="checkbox"/>            | <input type="checkbox"/> | 1 YEAR           |  |
| 7342                                            | Posted Invt. Pick Header       | <input type="checkbox"/>            | <input type="checkbox"/> | 1 YEAR           |  |
| 7344                                            | Registered Invt. Movement Hdr. | <input type="checkbox"/>            | <input type="checkbox"/> | 1 YEAR           |  |
| 30114                                           | Shopify Data Capture           | <input type="checkbox"/>            | <input type="checkbox"/> | 1 MONTH          |  |
| 30115                                           | Shopify Log Entry              | <input type="checkbox"/>            | <input type="checkbox"/> | 1 MONTH          |  |
| 30159                                           | Shopify Skipped Record         | <input type="checkbox"/>            | <input type="checkbox"/> | 1 MONTH          |  |

Retention Policies

 Apply Manually
  Apply All
  Refresh Allowed Tables

| Table Id ↑ | Table Caption                        | Enabled                  | Manual                   | Retention Period |
|------------|--------------------------------------|--------------------------|--------------------------|------------------|
| 6036501    | Error Message Log                    | <input type="checkbox"/> | <input type="checkbox"/> | 1 YEAR           |
| 6036524    | Batch Log                            | <input type="checkbox"/> | <input type="checkbox"/> | 1 MONTH          |
| 6036538    | Replication Log                      | <input type="checkbox"/> | <input type="checkbox"/> | 1 YEAR           |
| 6036539    | Replication Error Log                | <input type="checkbox"/> | <input type="checkbox"/> | 1 YEAR           |
| 6036679    | Intercompany Transact Log            | <input type="checkbox"/> | <input type="checkbox"/> |                  |
| 6036846    | External API Request Log             | <input type="checkbox"/> | <input type="checkbox"/> | 1 YEAR           |
| 6037004    | Std. Unit Cost Log                   | <input type="checkbox"/> | <input type="checkbox"/> |                  |
| 6037028    | Sales Import Journal Line            | <input type="checkbox"/> | <input type="checkbox"/> |                  |
| 6037029    | Sales Header                         | <input type="checkbox"/> | <input type="checkbox"/> |                  |
| 6037049    | Sales Comment Import                 | <input type="checkbox"/> | <input type="checkbox"/> |                  |
| 6037050    | VarDim Order Import                  | <input type="checkbox"/> | <input type="checkbox"/> |                  |
| 6037179    | Order Picture Info                   | <input type="checkbox"/> | <input type="checkbox"/> |                  |
| 6037180    | Picture                              | <input type="checkbox"/> | <input type="checkbox"/> |                  |
| 6037330    | Production Header Archive            | <input type="checkbox"/> | <input type="checkbox"/> | 1 YEAR           |
| 6037336    | Production Collecting Header Archive | <input type="checkbox"/> | <input type="checkbox"/> | 1 YEAR           |
| 6038109    | File Repository                      | <input type="checkbox"/> | <input type="checkbox"/> |                  |
| 6038117    | Portal Activity Log                  | <input type="checkbox"/> | <input type="checkbox"/> | 1 YEAR           |
| 6038169    | E-commerce Relation Authorization    | <input type="checkbox"/> | <input type="checkbox"/> |                  |

You can run the deletion of data manually or by using a **Job Queue Entry**.

| <div> <div> <div></div> <div></div> </div> <div> <div>+ New</div> <div>Edit List</div> <div>Delete</div> <div>Edit</div> <div>View</div> <div>Set Status to Ready</div> <div>Restart</div> <div>Log Entries</div> <div>Run once (foreground)</div> <div>Set On Hold</div> <div>Show Error</div> <div>Automate Job Queue Notifications</div> <div></div> </div> <div> <div></div> <div></div> <div></div> </div> </div> |                           |                    |                  |                              |                                                |                         |          |                       |                          |                                     |                                     |                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|--------------------|------------------|------------------------------|------------------------------------------------|-------------------------|----------|-----------------------|--------------------------|-------------------------------------|-------------------------------------|-----------------------------|
| Status                                                                                                                                                                                                                                                                                                                                                                                                                 | User ID                   | Object Type to Run | Object ID to Run | Object Caption to Run        | Description                                    | Job Queue Category Code | Priority | User Sessi... Started | Earliest Start Date/Time | Scheduled                           | Recurring Job                       | No. of Minutes between Runs |
| Ready                                                                                                                                                                                                                                                                                                                                                                                                                  | ADMIN                     | Codeunit           | 3997             | Retention Policy JQ          |                                                | RETENTION               | Normal   |                       | 6/4/2026 12:57 AM        | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 0                           |
| On Hold                                                                                                                                                                                                                                                                                                                                                                                                                | BCBUILD100V3262\LOCALUSER | Report             | 1511             | Delegate Approval Requests   | Auto-created for sending of delegated app...   |                         | Normal   |                       | 4/28/2026 5:50 AM        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 1440                        |
| On Hold                                                                                                                                                                                                                                                                                                                                                                                                                | BCBUILD100V3262\LOCALUSER | Codeunit           | 6700             | O365 Sync. Management        | Auto-created for retrieval of new data from... |                         | Normal   |                       | 4/28/2026 5:50 AM        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 1440                        |
| On Hold                                                                                                                                                                                                                                                                                                                                                                                                                | BCBUILD100V3262\LOCALUSER | Codeunit           | 842              | Cash Flow Forecast Update    | Cash Flow Forecast Update                      |                         | Normal   |                       | 4/28/2026 5:52 AM        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 10080                       |
| On Hold                                                                                                                                                                                                                                                                                                                                                                                                                | SYSTEM                    | Codeunit           | 36952            | Update Dim. Set Entries      | Update Power BI Dimension Set Entries          | PBI                     | Normal   |                       | 4/28/2026 6:58 AM        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 60                          |
| Ready                                                                                                                                                                                                                                                                                                                                                                                                                  | ADMIN                     | Codeunit           | 1350             | Telemetry Management         |                                                |                         | Normal   |                       | 6/4/2026 8:39 AM         | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 1440                        |
| Ready                                                                                                                                                                                                                                                                                                                                                                                                                  | ADMIN                     | Codeunit           | 461              | Job Queue Cleanup Tasks      | Clean up failed jobs                           |                         | Normal   |                       | 6/4/2026 8:39 AM         | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 1440                        |
| On Hold                                                                                                                                                                                                                                                                                                                                                                                                                | ADMIN                     | Codeunit           | 6038120          | trm NAS ASI Posting Template | Nas Asi Posting Template                       | PORTALS                 | Normal   |                       |                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 2                           |



# TRIMIT Tables

## Table 6036501 trm Error Message Log

This gets a default **Retention Period** of *1 YEAR*.

## Table 6036524 trm Batch Log

This gets a default **Retention Period** of *1 MONTH*.

## Table 6036538 trm Replication Log

This gets a default **Retention Period** of *1 YEAR*.

## Table 6036539 trm Replication Error Log

This gets a default **Retention Period** of *1 YEAR*.

## Table 6036679 trm Intercompany Transact Log

The **trm Intercompany Transact Log** can only be deleted if the field **Next Step** = *Finished*. Therefore, the default **Retention Period** of *1 YEAR* is set in the Card of the **Retention Policy** based on the Filter:

Retention Policy

+

✓ Saved

trm Intercompany Transact Log

Home

Navigate

Actions

Automate

Fewer options

Apply Manually

General

6036679

Intercompany Transact Log

Retention Policy

Record Retention Policy

New Line

Delete Line

|   | Table Filter Text   |   | Retention Period | Keep Last Document Version | Enabled                             | Locked                              |
|---|---------------------|---|------------------|----------------------------|-------------------------------------|-------------------------------------|
| → | Next Step: Finished | : | .1.YEAR          | <input type="checkbox"/>   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

## Table 6036846 trm EAPI Request Log

This gets a default **Retention Period** of *1 YEAR*.

# Table 6037004 trm Std Unit Cost Log

The **trm Std Unit Cost Log** can only be deleted if the field **Production Order Closed** = *Yes*.  
Therefore, the default **Retention Period** of *1 YEAR* is set in the Card of the **Retention Policy** based on the Filter:

Retention Policy

trm Std Unit Cost Log

Home

Navigate

Actions

Automate

Fewer options

Apply Manually

General

6037004

Std. Unit Cost Log

Retention Policy

Record Retention Policy

New Line

Delete Line

| Table Filter Text              | Retention Period | Keep Last Document Version | Enabled                             | Locked                   |
|--------------------------------|------------------|----------------------------|-------------------------------------|--------------------------|
| → Production Order Closed: Yes | 1 YEAR           | <input type="checkbox"/>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

# Table 6037028 trm Sales Import Journal Line

The **trm Sales Import Journal Line** can by default only be deleted if the field **Import Document Type** = *Integration* and the field **Document Posted** = *Yes*.  
Therefore, the default **Retention Period** of *1 YEAR* is set in the Card of the **Retention Policy** based on the Filter:

Retention Policy

trm Sales Import Journal Line

Home

Navigate

Actions

Automate

Fewer options

Apply Manually

General

6037028

Sales Import Journal Line

Retention Policy

Record Retention Policy

New Line

Delete Line

| Table Filter Text                                              | Retention Period | Keep Last Document Version | Enabled                             | Locked                   |
|----------------------------------------------------------------|------------------|----------------------------|-------------------------------------|--------------------------|
| → Import Document Type: Integration, Filter Import Document... | 1 YEAR           | <input type="checkbox"/>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Sales Import Journal Line Filters

Filter: Sales Import Journal Line

× Import Document Type

Integration

× Document Posted

Yes

+ Filter...

Filter totals by:

× Filter Import Document Type

Integration

+ Filter...

OK

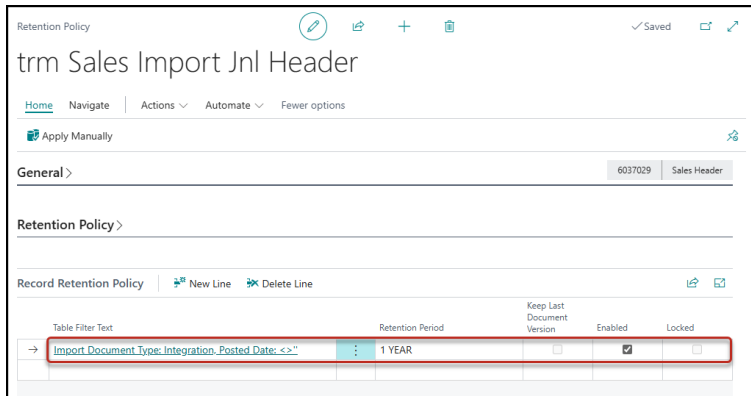
Cancel

**Note**  
For deleting the records of **Import Document Type** *CPO*, that come from TRIMIT e-commerce, we have a special report for deleting: [Batch Delete ASI Documents](#).

## Table 6037029 trm Sales Import Jnl Header

The **trm Sales Import Jnl Header** can only be deleted if the field **Import Document Type** = *Integration* and the field **Posted Date** <> "".

Therefore, the default **Retention Period** of *1 YEAR* is set in the Card of the **Retention Policy** based on the Filter:



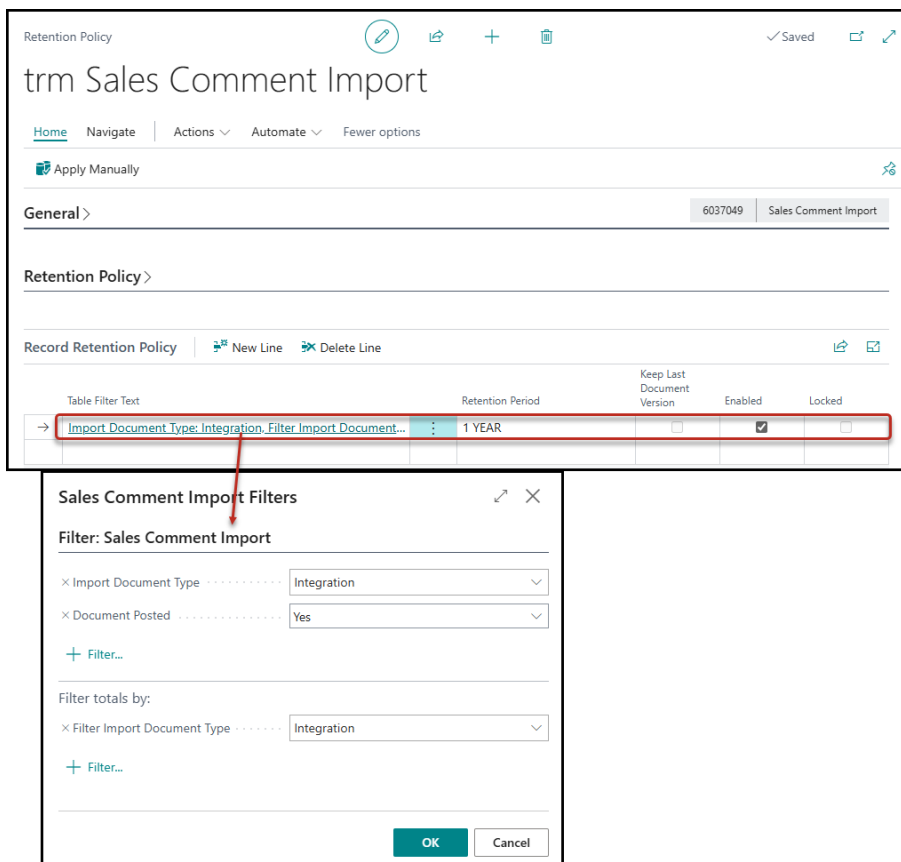
### Note

For deleting the records of **Import Document Type** *CPO*, that come from TRIMIT e-commerce, we have a special report for deleting: [Batch Delete ASI Documents](#).

## Table 6037049 trm Sales Comment Import

The **trm Sales Comment Import** can only be deleted if the field **Import Document Type** = *Integration* and the field **Document Posted** = *Yes*.

Therefore, the default **Retention Period** of *1 YEAR* is set in the Card of the **Retention Policy** based on the Filter:



### Note

For deleting the records of **Import Document Type** *CPQ*, that come from TRIMIT e-commerce, we have a special report for deleting: [Batch Delete ASI Documents](#).

## Table 6037050 trm VarDim Order Import

The **trm VarDim Order Import** can only be deleted if the field **Import Document Type** = *Integration* and the field **Document Posted** = *Yes*.

Therefore, the default **Retention Period** of *1 YEAR* is set in the Card of the **Retention Policy** based on the Filter:

The screenshot shows the 'Retention Policy' configuration for 'trm VarDim Order Import'. The 'General' tab is active, showing the ID '6037050' and the name 'VarDim Order Import'. The 'Retention Policy' section is expanded, showing a table with one record. A red box highlights the first row of the table, which has the following values:

| Table Filter Text                                                  | Retention Period | Keep Last Document Version | Enabled                             | Locked                   |
|--------------------------------------------------------------------|------------------|----------------------------|-------------------------------------|--------------------------|
| Import Document Type: Integration, Filter Import Document Type:... | 1 YEAR           | <input type="checkbox"/>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

A red arrow points from the 'Table Filter Text' column to the 'VarDim Order Import Filters' dialog box. The dialog box shows the filter configuration for 'VarDim Order Import'.

**VarDim Order Import Filters**

Filter: VarDim Order Import

- × Import Document Type ..... Integration
- × Document Posted ..... Yes

+ Filter...

Filter totals by:

- × Filter Import Document Type ..... Integration

+ Filter...

OK Cancel

### Note

For deleting the records of **Import Document Type** *CPQ*, that come from TRIMIT e-commerce, we have a special report for deleting: [Batch Delete ASI Documents](#).

# Table 6037179 trm Order Picture Info

The **trm Order Picture Info** will only be deleted if the field **Type= Complaints**.  
Therefore, the default **Retention Period** of **1 YEAR** is set in the Card of the **Retention Policy** based on the Filter:

Retention Policy

+

✓ Saved

trm Order Picture Info

Home

Navigate

Actions

Automate

Fewer options

Apply Manually

General

6037179

Order Picture Info

Retention Policy

Record Retention Policy

New Line

Delete Line

| Table Filter Text | Retention Period | Keep Last Document Version | Enabled                             | Locked                   |
|-------------------|------------------|----------------------------|-------------------------------------|--------------------------|
| → Type: Complaint | 1 YEAR           | <input type="checkbox"/>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

# Table 6037180 trm Picture

The **trm Picture** can only be deleted if the field **Relation = No**.  
Therefore, the default **Retention Period** of **1 MONTH** is set in the Card of the **Retention Policy** based on the Filter:

Retention Policy

+

✓ Saved

trm Picture

Home

Navigate

Actions

Automate

Fewer options

Apply Manually

General

6037180

Picture

Retention Policy

Record Retention Policy

New Line

Delete Line

| Table Filter Text | Retention Period | Keep Last Document Version | Enabled                             | Locked                              |
|-------------------|------------------|----------------------------|-------------------------------------|-------------------------------------|
| → Relation: No    | 1.MONTH          | <input type="checkbox"/>   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

# Table 6037330 trm Production Order Archive

This gets a default **Retention Period** of **1 YEAR**.

# Table 6037336 trm Prod Collect Header Arch

This gets a default **Retention Period** of *1 YEAR*.

# Table 6038109 trm File Repository

The **trm File Repository** can only be deleted if the field **Delete After Download** = *Yes*.  
Therefore, the default **Retention Period** of *1 YEAR* is set in the Card of the **Retention Policy** based on the Filter:

Retention Policy

+

✓ Saved

trm File Repository

Home

Navigate

Actions

Automate

Fewer options

Apply Manually

General

6038109

File Repository

Retention Policy

Record Retention Policy

New Line

Delete Line

| Table Filter Text            | Retention Period | Keep Last Document Version | Enabled                             | Locked                              |
|------------------------------|------------------|----------------------------|-------------------------------------|-------------------------------------|
| → Delete after Download: Yes | : 1.YEAR         | <input type="checkbox"/>   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

# Table 6038117 trm Portal Activity Log

This gets a default **Retention Period** of *1 YEAR*.

# Table 6038169 trm B2B Relation Authorization

The **trm B2B Relation Authorization** can only be deleted if the field **Used** = *No*.  
Therefore, the default **Retention Period** of *6 MONTHS* is set in the Card of the **Retention Policy** based on the Filter:

Retention Policy

+

✓ Saved

trm B2B Relation Authorization

Home

Navigate

Actions

Automate

Fewer options

Apply Manually

General

6038169

E-commerce Relation Authorization

Retention Policy

Record Retention Policy

New Line

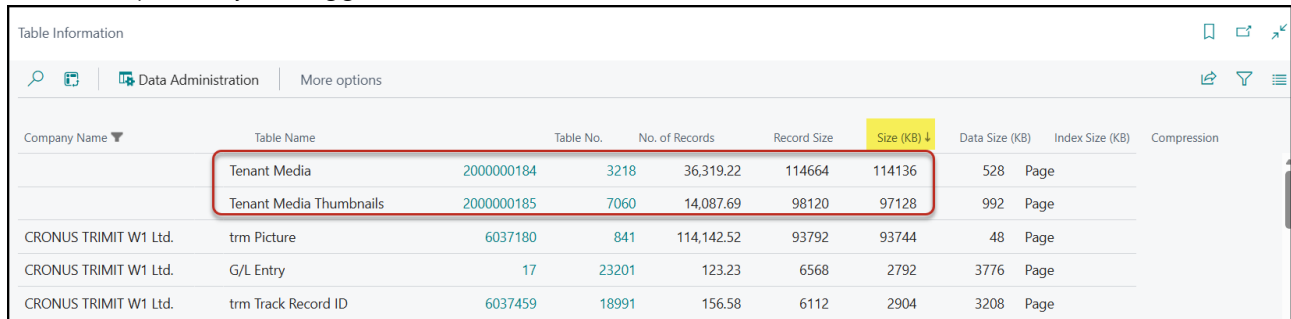
Delete Line

| Table Filter Text | Retention Period | Keep Last Document Version | Enabled                             | Locked                              |
|-------------------|------------------|----------------------------|-------------------------------------|-------------------------------------|
| → Used: No        | : 6.MONTHS       | <input type="checkbox"/>   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

# Deleting the Media Orphans

With thanks to [Cleaning up Media Orphans with the Data Administration tool in Business Central \(waldo.be\)](#)

In the **Table Information** (via **Search Table Information**), you can see all the Tables in the database and if you sort them based on the **Size (KB)**, you can also see that the **Tenant Media Thumbnails** and **Tenant Media** are probably the biggest Tables.



| Company Name ▼        | Table Name              | Table No.  | No. of Records | Record Size | Size (KB) ↓ | Data Size (KB) | Index Size (KB) | Compression |
|-----------------------|-------------------------|------------|----------------|-------------|-------------|----------------|-----------------|-------------|
|                       | Tenant Media            | 2000000184 | 3218           | 36,319.22   | 114664      | 114136         | 528             | Page        |
|                       | Tenant Media Thumbnails | 2000000185 | 7060           | 14,087.69   | 98120       | 97128          | 992             | Page        |
| CRONUS TRIMIT W1 Ltd. | trm Picture             | 6037180    | 841            | 114,142.52  | 93792       | 93744          | 48              | Page        |
| CRONUS TRIMIT W1 Ltd. | G/L Entry               | 17         | 23201          | 123.23      | 6568        | 2792           | 3776            | Page        |
| CRONUS TRIMIT W1 Ltd. | trm Track Record ID     | 6037459    | 18991          | 156.58      | 6112        | 2904           | 3208            | Page        |

Or in other words: you will see that an abundant amount of data is lost on Media.

Pictures, E-Mail Attachments, etc., it could have virtually any kind of value in any Media-datatype-field that you upload to the system.

If you are not careful - these tables are typically big, so they take up a lot of space in the database.

Also, these "BLOBs" are not saved in the table itself anymore, but referenced from a **Tenant Media** Table, which would contain the BLOB.

## Example:

The Master Table has a picture. This picture is saved as a BLOB in the **Tenant Media** Table and referenced with its GUID to the Master Table. That is in a nutshell - there is a tad more to it, but it comes down to having all these BLOBs in one or two Tables (also the **Tenant Media Thumbnails** Table, as you can see in the screenshot), and that is it. And that is why this Table stands out in the **Table Information** page.

So, what happens when there are records in the **Tenant Media** Table, but there are NO references anymore to ANY Record in ANY Table of ANY Extension.

In that case, the record just consumes database space and will never ever anymore be referenced from any kind of Record. Not ever. Ever!

That is when we speak of **Media Orphans**. They take up space and are **completely useless**.

Useless space, and if it happens, a LOT of it.

Since quite some versions, it is easier to detect Media Orphans in code, thanks to:

- [Media.FindOrphans\(\) Method - Business Central | Microsoft Learn](#)
- [MediaSet.FindOrphans\(\) Method - Business Central | Microsoft Learn](#)

The methods simply provide a list with [guid], one item is one Orphan.

Instead of looking at the **Table Information**, you can also look at the **Data Administration** (via **Search Data Administration**) which can also show you the **Growth % (30D)** - the growth percentage in the last 30 Days.

The data shown is stored in a buffer, so to see the latest numbers you need to click **Refresh**, but this makes it much quicker than the **Table Information** which needs to calculate the numbers when opening the page:

| Data Administration                                                                            |                       |                |                  |                        |                |
|------------------------------------------------------------------------------------------------|-----------------------|----------------|------------------|------------------------|----------------|
| <a href="#">Data Administration Guide</a> <a href="#">Refresh</a> <a href="#">More options</a> |                       |                |                  |                        |                |
| Table Size                                                                                     |                       |                |                  |                        |                |
| Table Name                                                                                     | Company Name          | No. of Records | Data Size (KB) ↓ | Last Period Size (30D) | Growth % (30D) |
| <a href="#">Tenant Media</a>                                                                   | (Cross-Company Data)  | 3218           | 114136           | 112150                 | 2.00           |
| Tenant Media Thumbnails                                                                        | (Cross-Company Data)  | 7060           | 97128            | 95257                  | 2.00           |
| trm Picture                                                                                    | CRONUS TRIMIT W1 Ltd. | 841            | 93744            | 93744                  | 0.00           |
| trm Picture                                                                                    | CRONUS TRIMIT ORG     | 841            | 93640            | 93640                  | 0.00           |
| trm Track Record ID                                                                            | CRONUS TRIMIT ORG     | 18639          | 4152             | 4152                   | 0.00           |
| NAV App Tenant Add-In                                                                          | (Cross-Company Data)  | 29             | 3656             | 3656                   | 0.00           |
| Sales Invoice Line                                                                             | CRONUS TRIMIT ORG     | 6967           | 3112             | 3112                   | 0.00           |
| Company Size                                                                                   |                       |                |                  |                        |                |
| Company Name                                                                                   |                       |                |                  |                        | Size (KB) ↓    |
| (Cross-Company Data)                                                                           |                       |                |                  |                        | 220608         |
| CRONUS TRIMIT ORG                                                                              |                       |                |                  |                        | 210416         |
| CRONUS TRIMIT W1 Ltd.                                                                          |                       |                |                  |                        | 193032         |
| CRONUS International Ltd.                                                                      |                       |                |                  |                        | 35648          |
| CRONUS International ORG                                                                       |                       |                |                  |                        | 33712          |
| My Company                                                                                     |                       |                |                  |                        | 2608           |
| Total (KB)                                                                                     |                       |                |                  |                        | 696024         |

In the **Data Administration**, you can also cleanup the **Media Orphans**:

| Data Administration                                                                                                                             |                       |                |                  |                        |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------|------------------|------------------------|--|
| <a href="#">Data Administration Guide</a> <a href="#">Refresh</a> <a href="#">Actions</a> <a href="#">Related</a> <a href="#">Fewer options</a> |                       |                |                  |                        |  |
| Table Size                                                                                                                                      |                       |                |                  |                        |  |
| Table Name                                                                                                                                      | Company               | No. of Records | Data Size (KB) ↓ | Last Period Size (30D) |  |
| <a href="#">Tenant Media</a>                                                                                                                    | (Cross-Company Data)  | 3218           | 114136           | 112150                 |  |
| Tenant Media Thumbnails                                                                                                                         | (Cross-Company Data)  | 7060           | 97128            | 95257                  |  |
| trm Picture                                                                                                                                     | CRONUS TRIMIT W1 Ltd. | 841            | 93744            | 93744                  |  |
| trm Picture                                                                                                                                     | CRONUS TRIMIT ORG     | 841            | 93640            | 93640                  |  |
| trm Track Record ID                                                                                                                             | CRONUS TRIMIT ORG     | 18639          | 4152             | 4152                   |  |
| NAV App Tenant Add-In                                                                                                                           | (Cross-Company Data)  | 29             | 3656             | 3656                   |  |

It will open a page, where you can click **Load Detached Media** and get an overview of all your **Media Orphans**:

Detached Media Cleanup

✓ Saved

This page provides an overview of what kinds of detached media you have. Detached media is media which is not directly referenced. All Microsoft extensions references media directly. You can either delete individual detached media or schedule a background task to clear all detached media when you are ready.

Load Limit ..... 10000

Company Filter ..... ▾

Load Detached Media Set ..... ☐

Manage Load Detached Media Delete Download Media Actions Fewer options

Schedule cleanup task

Other > Description

Media picture ▾

File Name Mime Type

(There is nothing to show in this view)

You can even see the **Media picture**, **Download Media**, and **Delete** individual File Names.

Now, for deletion, we would advise not to do it one by one, or all in the client, but to schedule a cleanup task, to run it in background via **Actions, Schedule Cleanup Task**.

You will get a question, which needs to be confirmed by clicking **Yes**.

?

This will immediately schedule a background task to delete all detached media and media sets in the database, not just media on the page. Depending on the amount of detached media this may take a while. Do you want to continue?

Yes No

And there you go - Orphaned Media: Solved! ✓

# Batch Delete ASI Documents

Sales Orders entered into TRIMIT e-commerce can be 'posted' directly into the regular Sales Quote or - Orders if the field **Instant ASI Posting** in the appropriate **Portal Profile** is set to *Yes*.

However, if the **Instant ASI Posting** is set to *No*, the Sales Orders of TRIMIT e-commerce will be written in the **Portal Sales Documents**, after which a user needs to 'post' them, and then they can be shown in the **Posted Portal Sales Documents**.

With the **Batch Delete ASI Documents** you are able to delete the records of the **Posted Portal Sales Documents**: the Sales Orders entered on TRIMIT e-commerce and 'posted' to the regular Sales Quote or - Order.

Batch Delete ASI Documents

Filter: Sales Import Journal Header

+ Filter...

Schedule...

OK

Cancel

You can set Filters, and after clicking **OK**, the records will be deleted.

This will however only happen if the field **Delete Posted Portal Sales Documents** in the **Portals Setup** is set to *By Batch*, and the **Import Document Type** of the **Sales Import Journal Header** = *CPO* (regardless of your filter on this field).

Portal Setup

Actions

Related

Automate

General

Payment Processing

Advanced Sales Integration

Delete Posted Portal Sales Documents

Data Feed Setup

On Sales Invoice Posting

On Sales Invoice Posting

By Batch