

Permissions, export and privacy

Permissions

Media Organizer brings seven actions of its own, which you assign per user group as usual under **Options → Permissions**.

Action	Allows
Scan	Start a scan. Purely reading, harmless.
Move to quarantine	Move files into quarantine. Reversible.
Restore	Bring files back from quarantine.
Delete for good	Remove files irrevocably.
Optimise	Have images shrunk (with a backup).
Edit	Use the image editor.
Maintain the safelist	Exempt files from cleanup permanently.

On top of that Joomla's *admin login* permission (`core.manage`) applies — without it nobody gets into the component at all.

A sensible split

The actions are deliberately separate so that you can stagger responsibility:

- **Editors:** scanning. They see what is piling up without being able to touch anything.
- **Webmasters:** additionally quarantine, restoring, optimising, editing. That is the everyday work — and all of it is reversible.
- **Super users:** deleting for good.

By default **require a super user for deleting** is active (Options → security & retention). So even someone holding the action *delete for good* does not get through unless they are a super user. Two independent hurdles for the only irreversible step.

The safelist

Some files should never be up for debate — logos, images for a newsletter, a folder with material for external purposes. That is what the **safelist** is for: whatever matches it is no longer reported as "without a reference".

What you enter are **patterns, not individual files** — checked against the site-relative path:

Pattern type	Example	Effect
Glob pattern	<code>images/keep/*</code>	Protects everything below <code>images/keep/</code> .
Regular expression	—	For cases a glob cannot capture.

A pattern instead of a file list has a practical advantage: put a new file into `images/keep/` and it is protected automatically — you do not have to remember to add it.

The safelist is the honest route for "I know this better than the software" — considerably better than softening the deletion gate. It acts specifically on what you name, instead of lowering all safety checks across the board.

Export

From the review view you export the inventory via **Export CSV** or **Export JSON**. The filters currently set are respected — so you can pull out "all unreferenced images over 1 MB" specifically.

The same works from the command line:

```
php cli/joomla.php jimgo:report --format=csv --state=orphan_candidate > orphaned.csv
```

Typical uses: agreeing things with the client before anything happens. A second opinion. Or simply documenting what you did.

Privacy and data held

Media Organizer works strictly locally. It contacts no external services. No data leaves your website.

In detail:

- **No telemetry**, no usage statistics, no phoning home.
- **Images are not uploaded**. Optimisation and the image editor run on your server — the optional external encoders are locally installed programs too.
- **The only outgoing connection** is the update check. Joomla itself performs that when you trigger it.

What is stored

Inventory	Path, size, dimensions, checksum, timestamps per file.
References	Occurrences: table, record, column, the reference found.
Scan history	When, how long, with what result.
Audit log	Who moved, restored or deleted what and when — including the reason for an override.
404 hits	Accesses to files in quarantine (only with the plugin active).

This is technical data about *files*, not personal data about website visitors. The audit log records which *administrator* triggered an action — that is the point of an audit log.

With **Options → performance → keep scan detail data** (default: 5) you control for how many of the last scans the occurrence details are kept. Older ones are removed automatically so that the tables do not grow indefinitely. The scan overview itself is kept.

What happens when uninstalling

Removing the extension clears its tables. **Files in quarantine stay where they are** — they are not deleted. So bring back what you want to keep *before* you uninstall; otherwise you have to go through the quarantine folder by hand afterwards.

Where to go from here

- [Common questions and troubleshooting](#)
- [Media Organizer at a glance](#)

Applies to version 1.2.0.

[Deutsche Fassung](#)

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