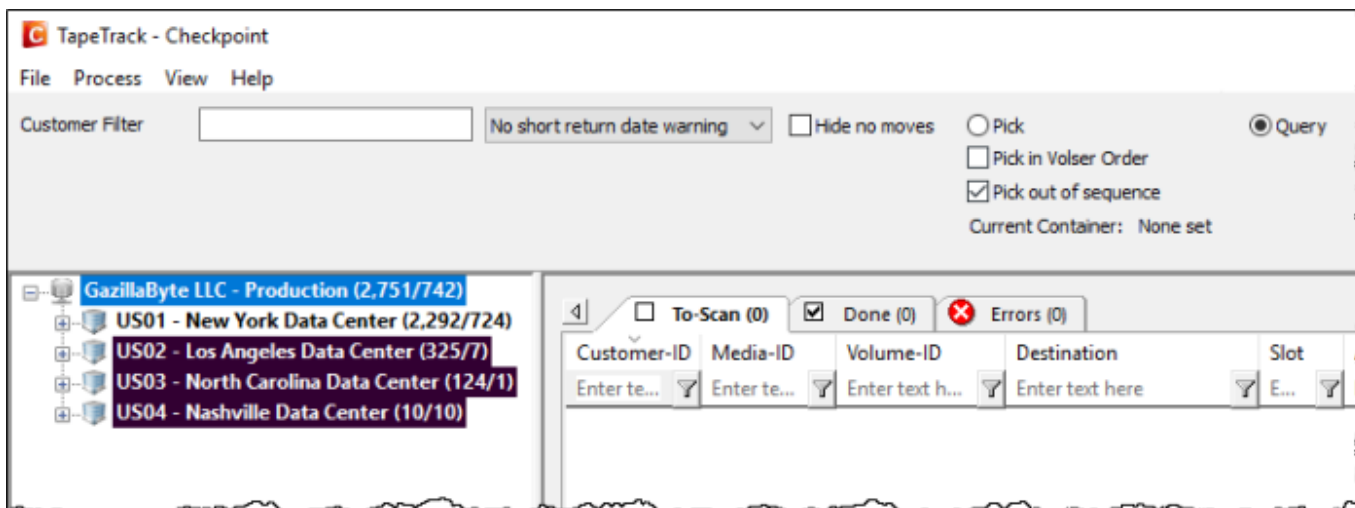# Query (Scanning In)

The query process in recieving volumes from another repository in a move status into the target repository, usually involving putting volumes into allocated slots.

The **Query** Option in the Toolbar will set the **Start Scan** operation to Query Mode.



Add required tapes to the Scan In window by right clicking either/or:

- Customer - to add all media in a move status.
- Media Type - to add all volumes in a move status of that media type.
- Repository - to add all volumes in a move status from that repository.
- Target Repository - to add all volumes moving from the current repository to the target repository.

Select required volumes, based on movement direction, from the **Add Filters** window by checking the boxes and clicking `OK`.

If any volumes are added by error, select from the main menu `Process→Special Operations→Clear Selected` to remove all volumes. Add new selection of volumes by following the previous steps.

---

From:
https://rtfm.tapetrack.com/ - **TapeTrack Documentation**

Permanent link:
**https://rtfm.tapetrack.com/checkpoint/query?rev=1513129697**

Last update: **2025/01/21 22:07**