

# Volume Serial Building Tool

Utilize the Volume Serial Building tool to efficiently add sequential volume ID's to selected media types.

## Volume Serial Building Process

Right-click the media type that you want to add volumes to and select Properties.



### Edit Media

In the **Edit Media** Window click the Volume-ID Building tab. Press the **insert** key or right-click in the upper window and select **Before** or **After** depending on where you need the next range inserted.



Any unwanted or unneeded ranges can be removed by right clicking the required index and selecting Delete.



Repeat this process until you have enough ranges to create the barcodes you require. The ranges can be edited to encompass a range of numbers, letters or characters, or they can be set to one value.

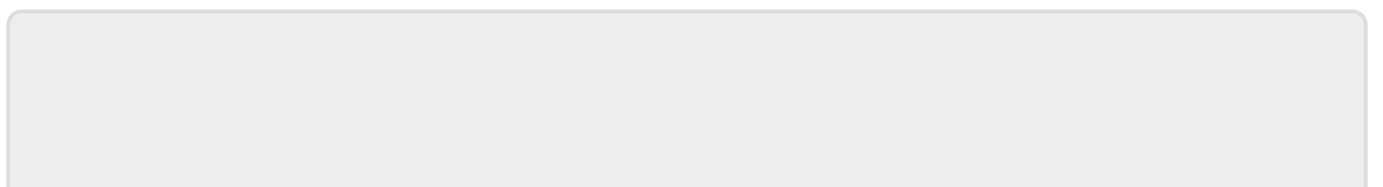
Once you have built the required volume ID's, select the range required in the lower window. Right-click the highlighted range and select Add to add the volumes to the default repository or Add To and select the required repository.



## Alternative Methods

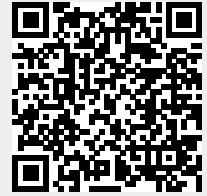
Alternative methods for adding Volumes ID's:

- [Excel Import Tool](#)
- [copy and paste](#)
- [Scan To Add](#)



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