

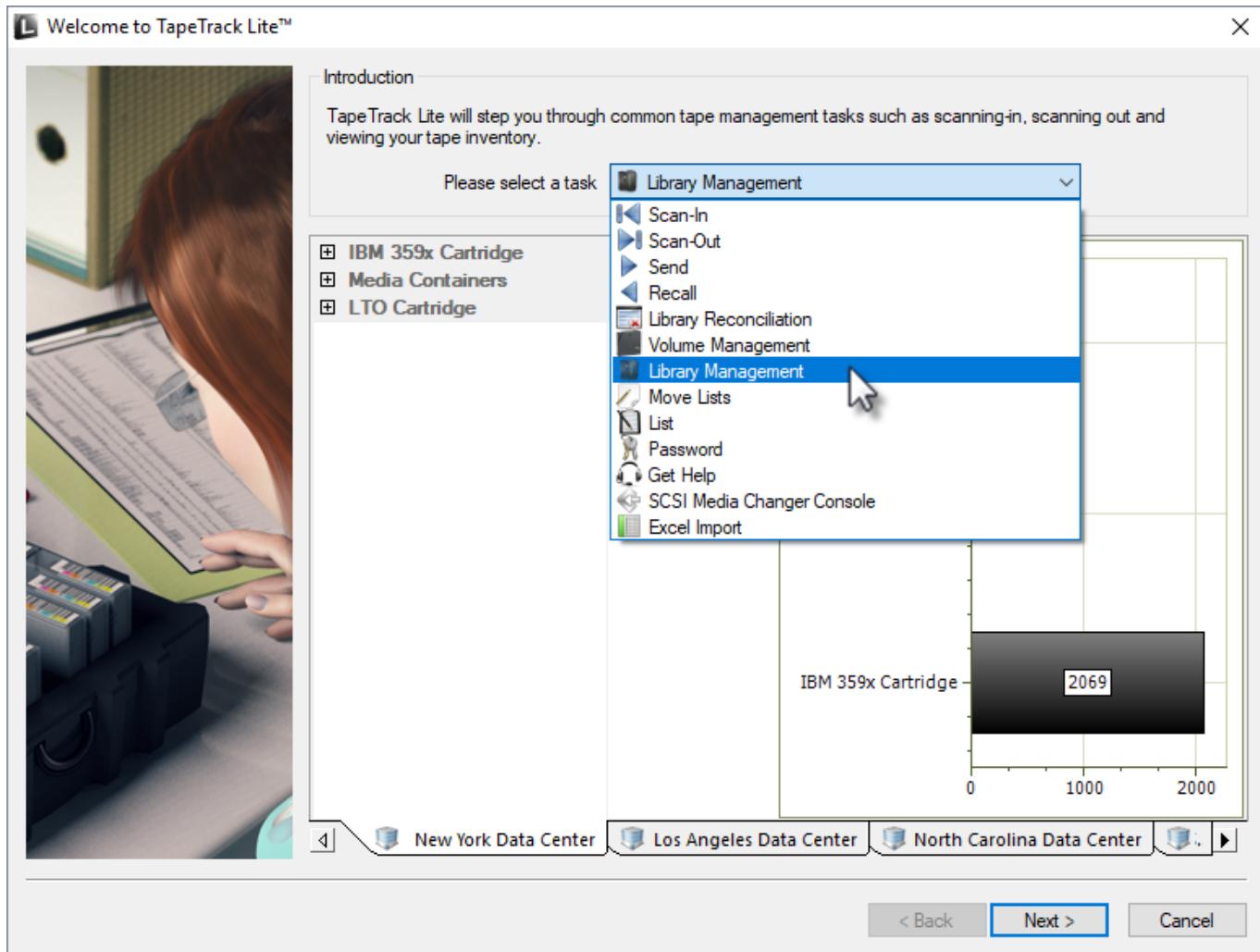
Library Management

The Library Management function allows you to manage individual libraries and the [Volumes](#) contained within them.

Library Management Process

Select Library Management

Select Library Management from the **Task Menu** and click Next to continue.

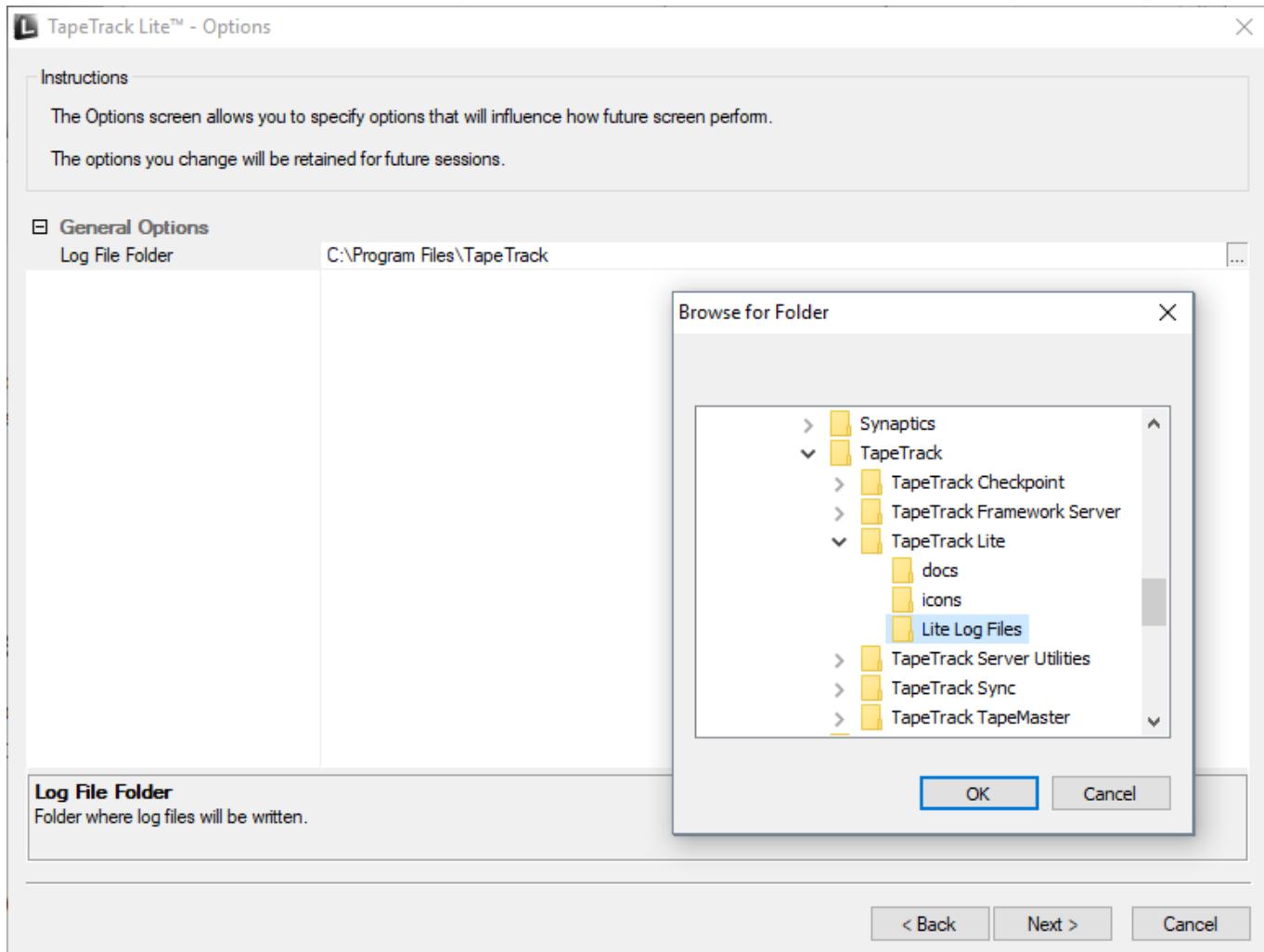


Options

This will open the **Options** window. If required you can set the location for the log files to be written to, or leave the default.

To change the default directory, click in the field to the right of the Log File Folder and click on the (...) button and select directory.

Click Next to continue.



Customer Selection

Select the [Customer](#) that you want to manage [Volumes](#) for by double-clicking the [Customer-ID](#) or left-clicking the [Customer-ID](#) and clicking [Next](#) at the bottom of the page.

 TapeTrack Lite™ - Customer Selection X

Instructions

The Customer Selection screen allows you to select one TapeTrack Customer that will be the subject of operations in subsequent screens.

You may select a Customer by double clicking the Customer, or by clicking the Customer and pressing the Next button.

Customer	Volumes	Moves
New York Data Center	56	0
Los Angeles Data Center	23	7
North Carolina Data Center	56	23
Nashville Data Center	52	9
	187	39

Remember previously selected Customer

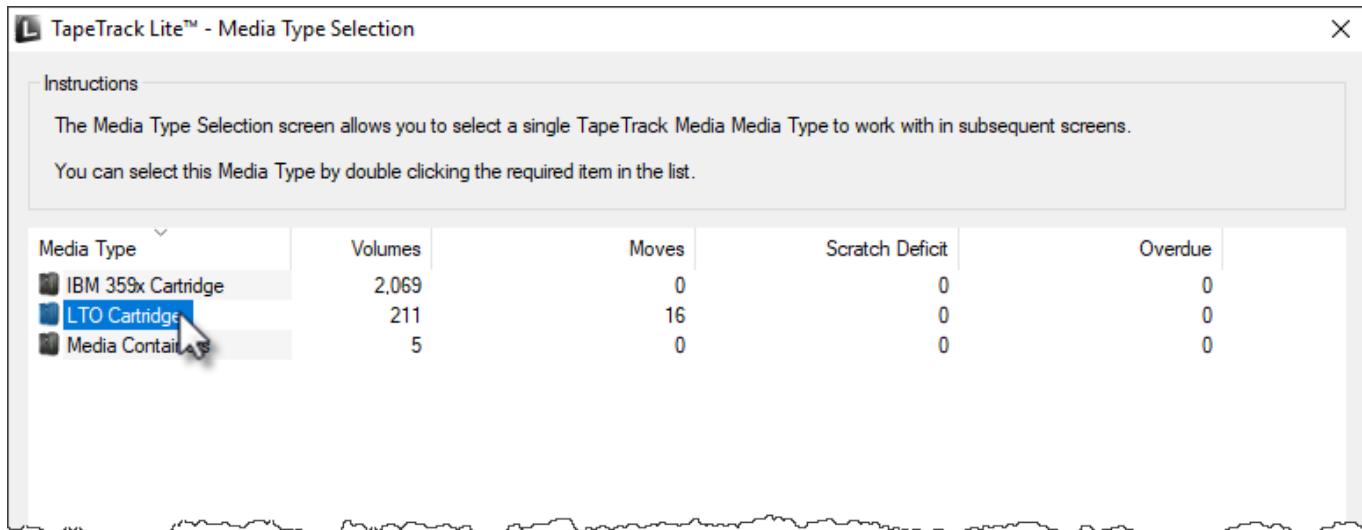
< Back Next > Cancel

 Checking Remember previously selected Customer will retain the currently selected **Customer** for future Lite functions.

This can be removed at any time by unchecking Remember previously selected Customer

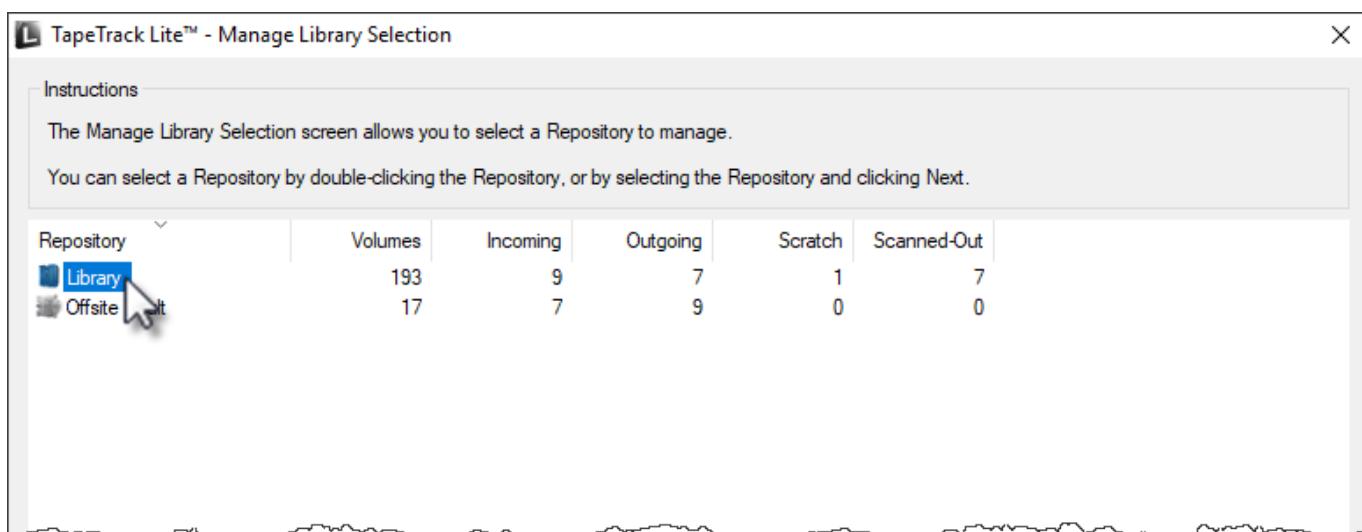
Media Selection

Select the **Media** to manage **Volumes** by double-clicking the required **Media** or by selecting the **Media** and clicking **Next**



Repository Selection

Select the [Repository](#) to manage by double-clicking the required [Repository](#) or by selecting the [Repository](#) and clicking [Next](#)



Volume Management

The **Volume Management** window displays [Volume](#) and [Repository](#) information including required moves to maintain the set level of scratch [Volumes](#).

Clicking [Execute](#) will affect the displayed moves to manage the selected [Repository's](#) management requirements and take you to the [Move Lists](#) window.

If you don't wish to execute the move command, the **Volume Management** window can be closed by clicking the X at the top right to continue to the [Move list](#) window.

Repository Management: Library

Metrics

Repository

Capacity	193
In Use	187
Incoming	7
Outgoing	1
Net	193
Free Space	0

Scratch

Requirement	15
In Repository	11
Deficit	4

Extras

Free Space	0
Scratch Volumes	0

Calculations

Scratch (incoming)	4
Ejects (outgoing)	4

Targets

Repository	Offsite Vault
Bypass Ejects	False

Repository
Target for ejects

Proposed Scratch Volumes to be entered

Volume	Current Repository	Last Move	Next Move	Expiry	Last Write
000018L6	Scratch Rack	2017-06-30	Permanent	Permanent	Never
000019L6	Scratch Rack	2017-06-30	Permanent	Permanent	Never
000020L6	Scratch Rack	2017-06-30	Permanent	Permanent	Never
000021L6	Scratch Rack	2017-06-30	Permanent	Permanent	Never

List contains 4 records

Proposed Non-Scratch Volumes to be ejected

Volume	Current Repository	Last Move	Next Move	Expiry	Last Write
000120L6	Library	Never	Permanent	Permanent	Never
CONT201	Library	Never	Permanent	Permanent	Never
000178L6	Library	Never	Permanent	Permanent	Never
000177L6	Library	Never	Permanent	Permanent	Never

List contains 4 records

Execute **Cancel**

Notes:

- **A** Repository usage statistics.
- **B** Repository scratch requirements.
- **C** Free slots and current scratch **Volumes** in repository.
- **D** Movement calculations required to hit scratch **Repository** targets.
- **E** Target **Repository** (required) for ejected **Volumes**.
- **F** Volumes selected to move into the **Repository**.
- **G** Volumes to be ejected to create enough space for incoming **Volumes**.

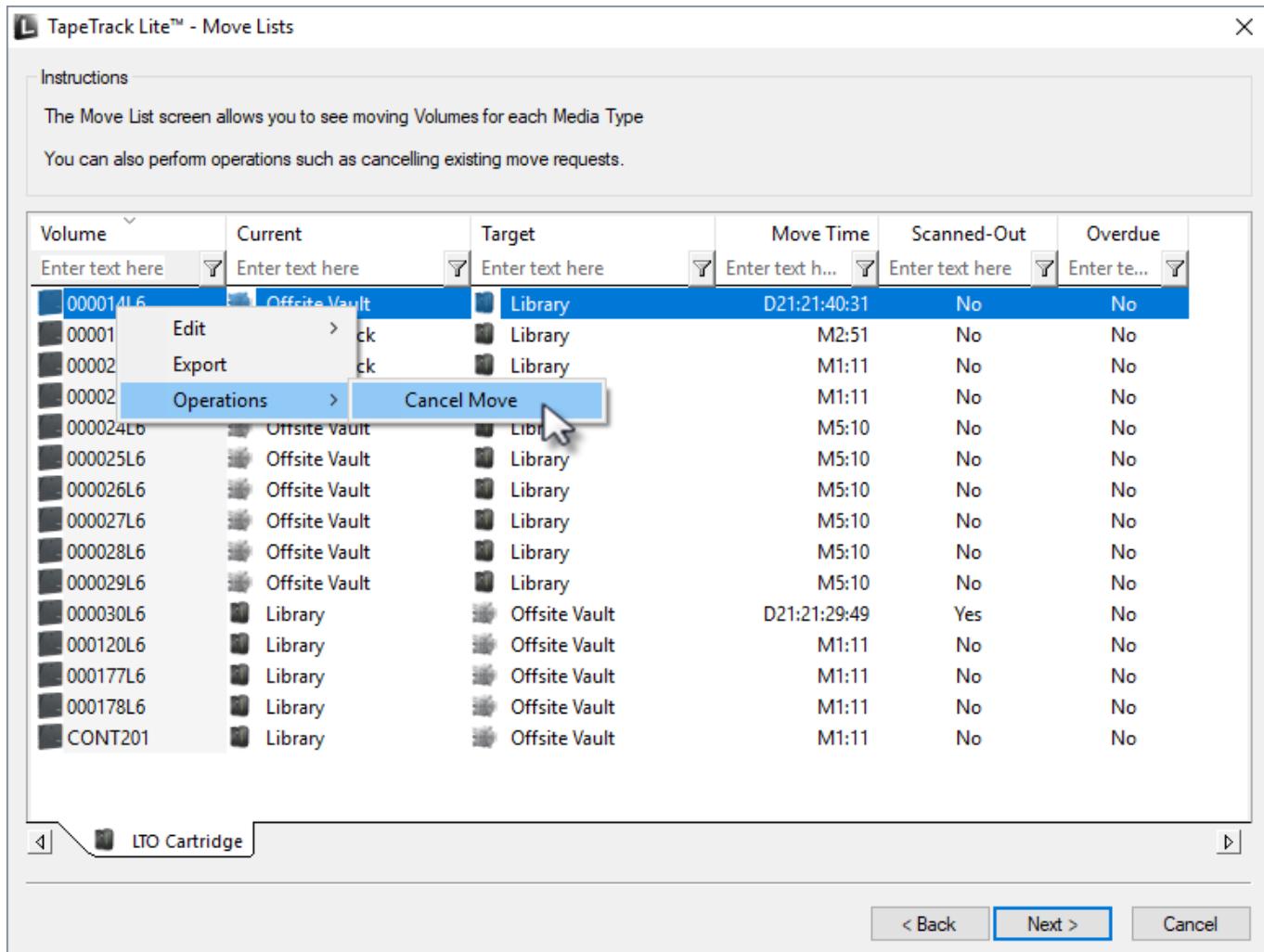
Move List

The **Move list** window displays all **Volumes** currently in a move status including **Volume-ID**, current and target location, elapsed move time, scanned out status and whether the **Volume** is overdue at its intended target **Repository**.

Move List Right-Click Options

- **Edit**
 - **Copy:** **Volume-ID's** can be copied to the Windows clipboard by selecting the required **volumes** and right-clicking the highlighted **Volume/s** and selecting **Edit** → **Copy**.
- **Export:** Reports can be exported by selecting the required **volumes** and right-clicking the highlighted **Volume/s** and selecting **Export**.
- **Operations**
 - **Cancel Move:** **Volumes** can have their move revoked or canceled by right-clicking

highlighted **Volumes** and selecting **Operations** → **Cancel Move**



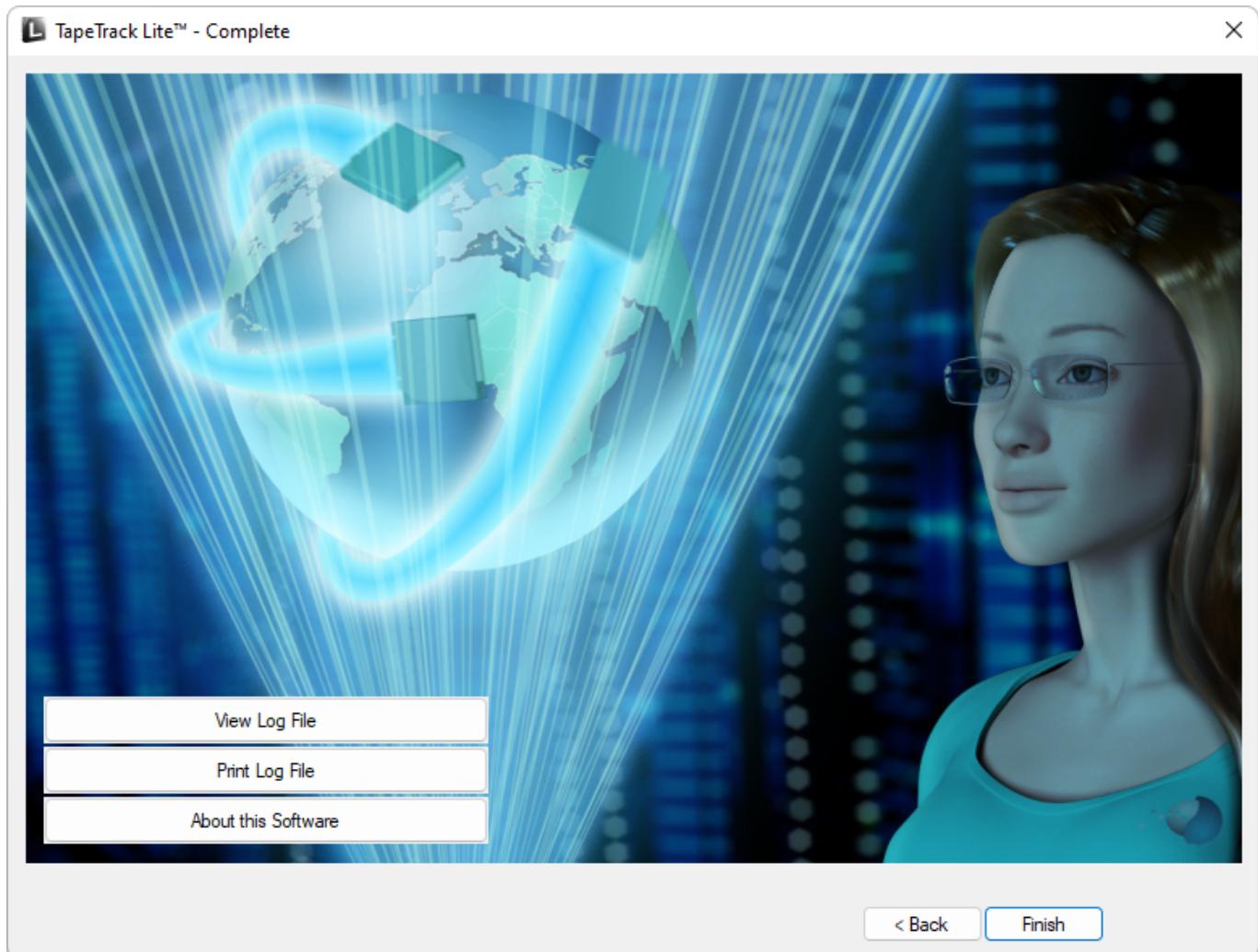
The screenshot shows the 'Move Lists' window in TapeTrack Lite. A context menu is open over a row for volume '000014L6'. The menu items are: Edit, Export, Operations, and Cancel Move. The 'Cancel Move' option is highlighted with a blue selection box and a cursor is pointing at it. The main table lists various volumes with their current locations (Offsite Vault or Library), target locations, move times, and status (Scanned-Out and Overdue). The table has columns for Volume, Current, Target, Move Time, Scanned-Out, and Overdue.

Volume	Current	Target	Move Time	Scanned-Out	Overdue
000014L6	Offsite Vault	Library	D21:21:40:31	No	No
00001	Edit	Library	M2:51	No	No
00002	Export	Library	M1:11	No	No
00002	Operations	Cancel Move	M1:11	No	No
000024L6	Offsite Vault	Library	M5:10	No	No
000025L6	Offsite Vault	Library	M5:10	No	No
000026L6	Offsite Vault	Library	M5:10	No	No
000027L6	Offsite Vault	Library	M5:10	No	No
000028L6	Offsite Vault	Library	M5:10	No	No
000029L6	Offsite Vault	Library	M5:10	No	No
000030L6	Library	Offsite Vault	D21:21:29:49	Yes	No
000120L6	Library	Offsite Vault	M1:11	No	No
000177L6	Library	Offsite Vault	M1:11	No	No
000178L6	Library	Offsite Vault	M1:11	No	No
CONT201	Library	Offsite Vault	M1:11	No	No

Complete

This will bring up the **Complete** window, from here you can:

- Click **View Log File** to view the log file of the last completed process..
- Click **Print Log File** to save a PDF of the log file to print from your PDF viewer.
- Click **About this Software** to view product and support (email, phone & website) information.
- Click **Back** button to return to start menu and select another task.
- Click **Finish** button or X at the top right of the window to exit TapeTrack Lite.



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