

# Library Management

## Overview

The TapeTrack Lite Library Management function allows you to manage individual libraries.

## Video Walkthrough

Video coming soon.....

## Steps

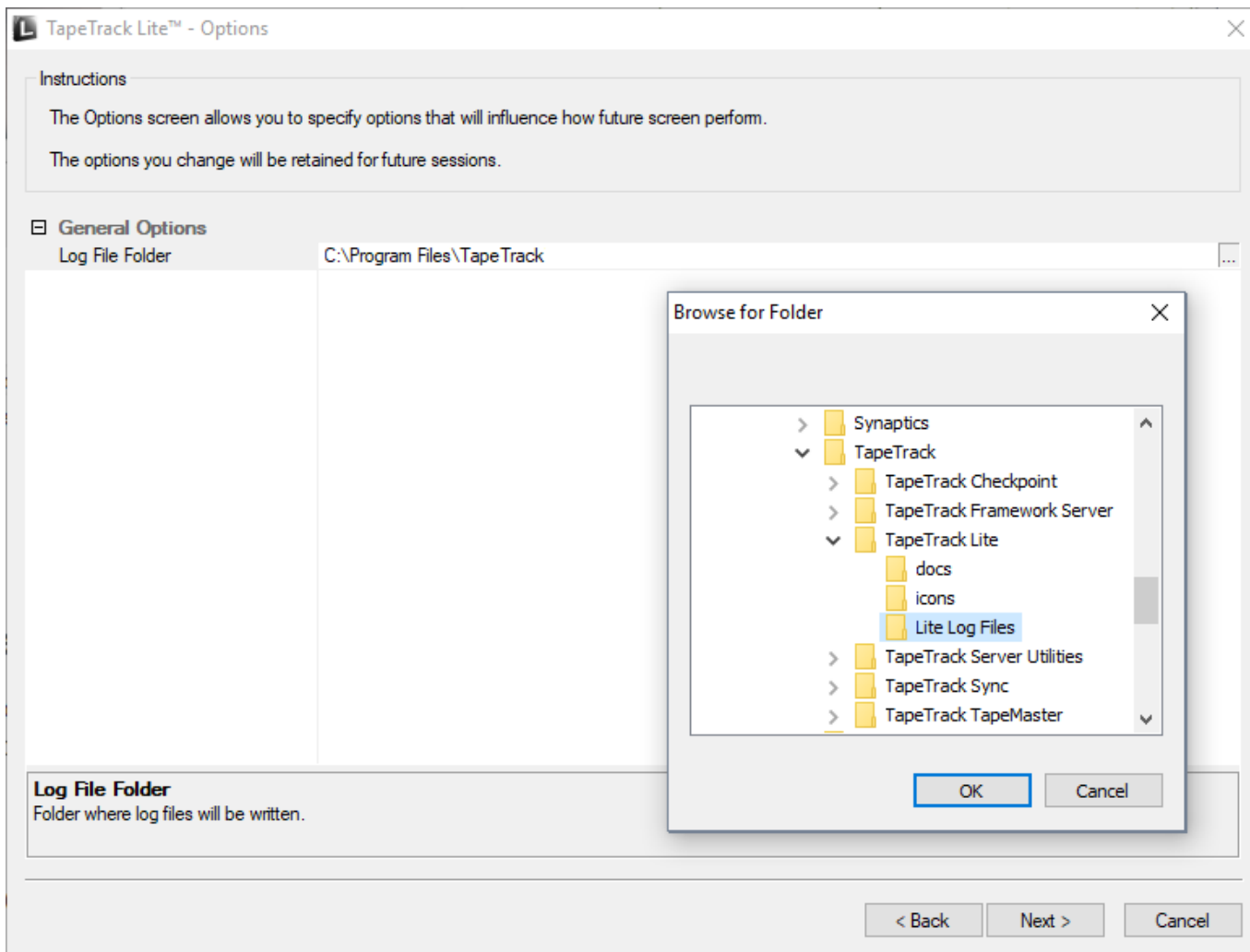
### Select Library Management

Once logged in to TapeTrack Lite, select Library Management from the Library Management Task's drop-down menu.



## 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 right of the Log File Folder and click on the more options button (...) and select the preferred directory.



Click Next button to continue.

## Customer Selection

Select the account or 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**

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

## Media Selection

Select the media type to manage volumes by double clicking the required media or by selecting the media type and clicking Next

**TapeTrack Lite™ - Media Type Selection**

Instructions

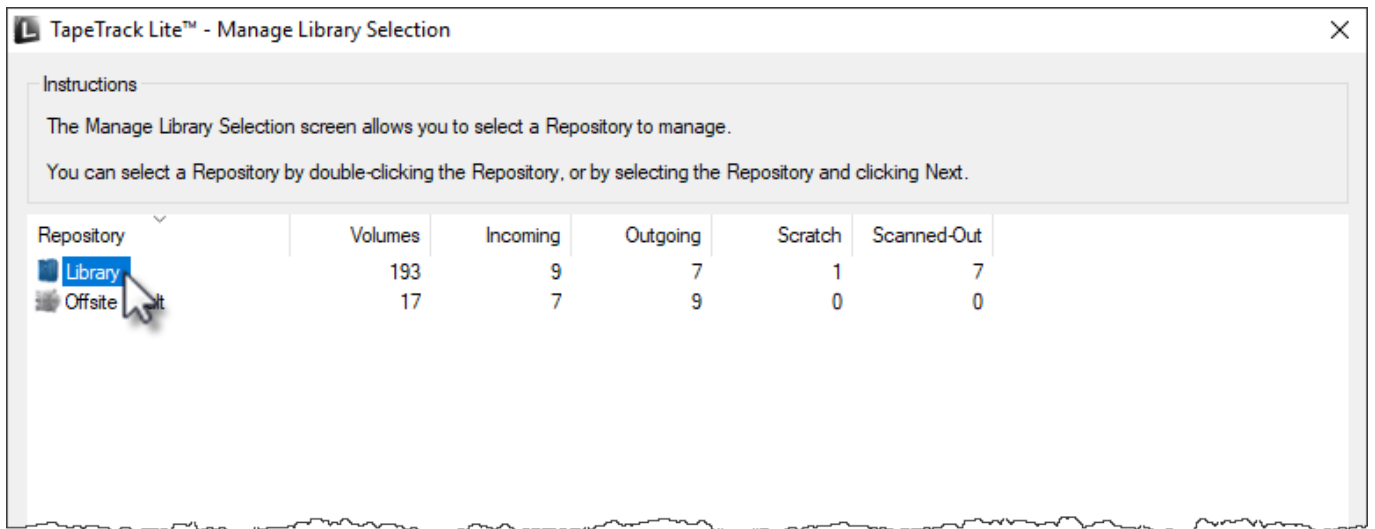
The Media Type Selection screen allows you to select a single TapeTrack Media Media Type to work with in subsequent screens.

You can select this Media Type by double clicking the required item in the list.

Media Type	Volumes	Moves	Scratch Deficit	Overdue
IBM 359x Cartridge	2,069	0	0	0
LTO Cartridge	211	16	0	0
Media Containers	5	0	0	0

## Repository Selection

Select the repository to manage by double clicking the required repository or by selecting the repository type 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 effect the displayed moves to manage the selected repository's management requirements. Closing this window will take you to the move list.

**Repository Management: Library**

**Metrics**

- Repository**
  - Capacity: 193
  - In Use: 187
  - Incoming: 7 (A)
  - Outgoing: 1
  - Net: 193
  - Free Space: 0
- Scratch**
  - Requirement: 15 (B)
  - In Repository: 11
  - Deficit: 4
- Extras**
  - Free Space: 0 (C)
  - Scratch Volumes: 0
- Calculations**
  - Scratch (incoming): 4 (D)
  - Ejects (outgoing): 4
- Targets**
  - Repository: Offsite Vault
  - Bypass Ejects: False (E)

**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

Selected=1 First Selected=2

Execute Cancel

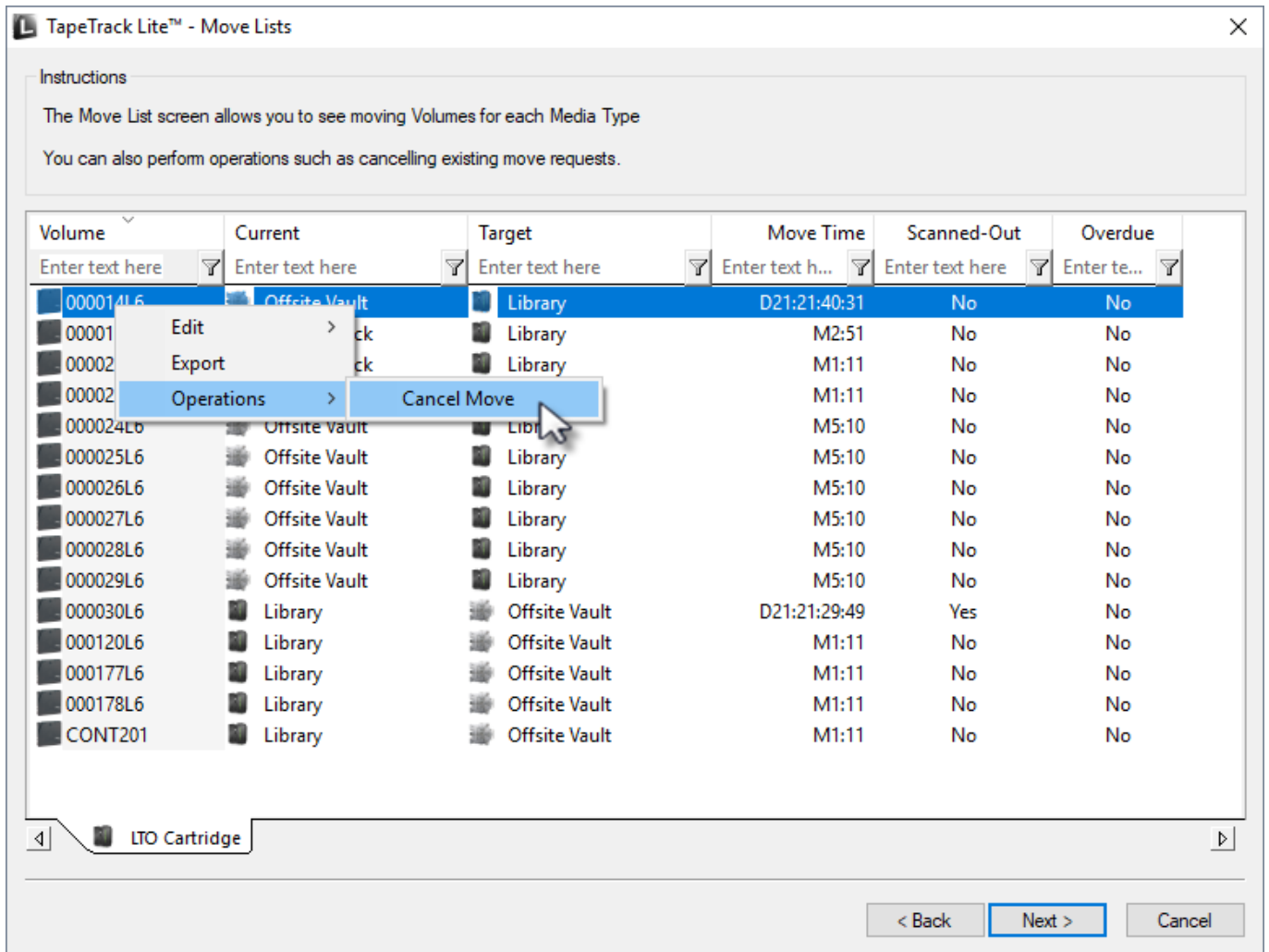
**Notes:**

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

**Move List**

The move list displays all tapes 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.

Volumes can have their move revoked or canceled by right-clicking selected volumes and choosing Operations → Cancel Move




# Complete

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

- Click Finish, Cancel or X to exit TapeTrack Lite
- Click Back to return to start menu and select another task
- Click View Log File to view the log
- Click Print Log File to print out log file for further reference
- Click About this Software to view product and support (email, phone & website) information

TapeTrack Lite™ - Complete



View Log File

Print Log File

About this Software

< Back Finish

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