

# Library Management

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

## Library Management Process

### Select Library Management

Select Library Management from the Library Management Task's drop-down menu.

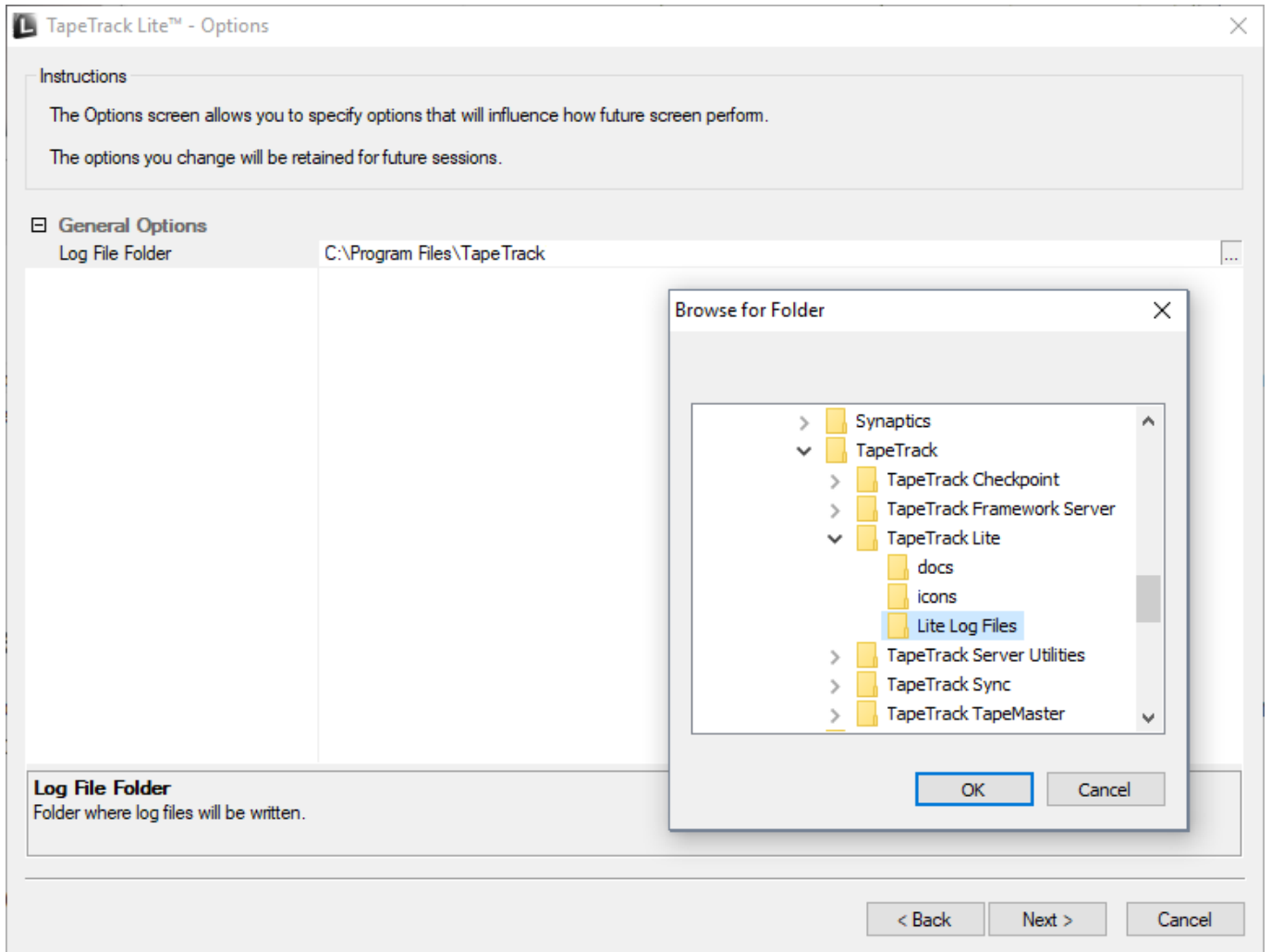


### Options

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 field to the right of the Log File Folder, click on the more options button (...). From the **Browse For File** window select the preferred directory and click OK.

Click Next to continue.



Click Next button 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.



## 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 effect the displayed moves to manage the selected [Repository's](#) management requirements.

Closing this window by clicking the X at the top right to continue to the move list.

The screenshot shows the 'Repository Management: Library' window. On the left, there is a 'Metrics' sidebar with sections for Repository, Scratch, Extras, Calculations, and Targets. The main area is divided into two tables: 'Proposed Scratch Volumes to be entered' and 'Proposed Non-Scratch Volumes to be ejected'. The scratch table lists four volumes (000018L6, 000019L6, 000020L6, 000021L6) all currently in 'Scratch Rack' and scheduled for a 'Permanent' move on '2017-06-30'. The non-scratch table lists four volumes (000120L6, CONT201, 000178L6, 000177L6) currently in 'Library' with a 'Never' last move and a 'Permanent' next move. At the bottom right, there are 'Execute' and 'Cancel' buttons.

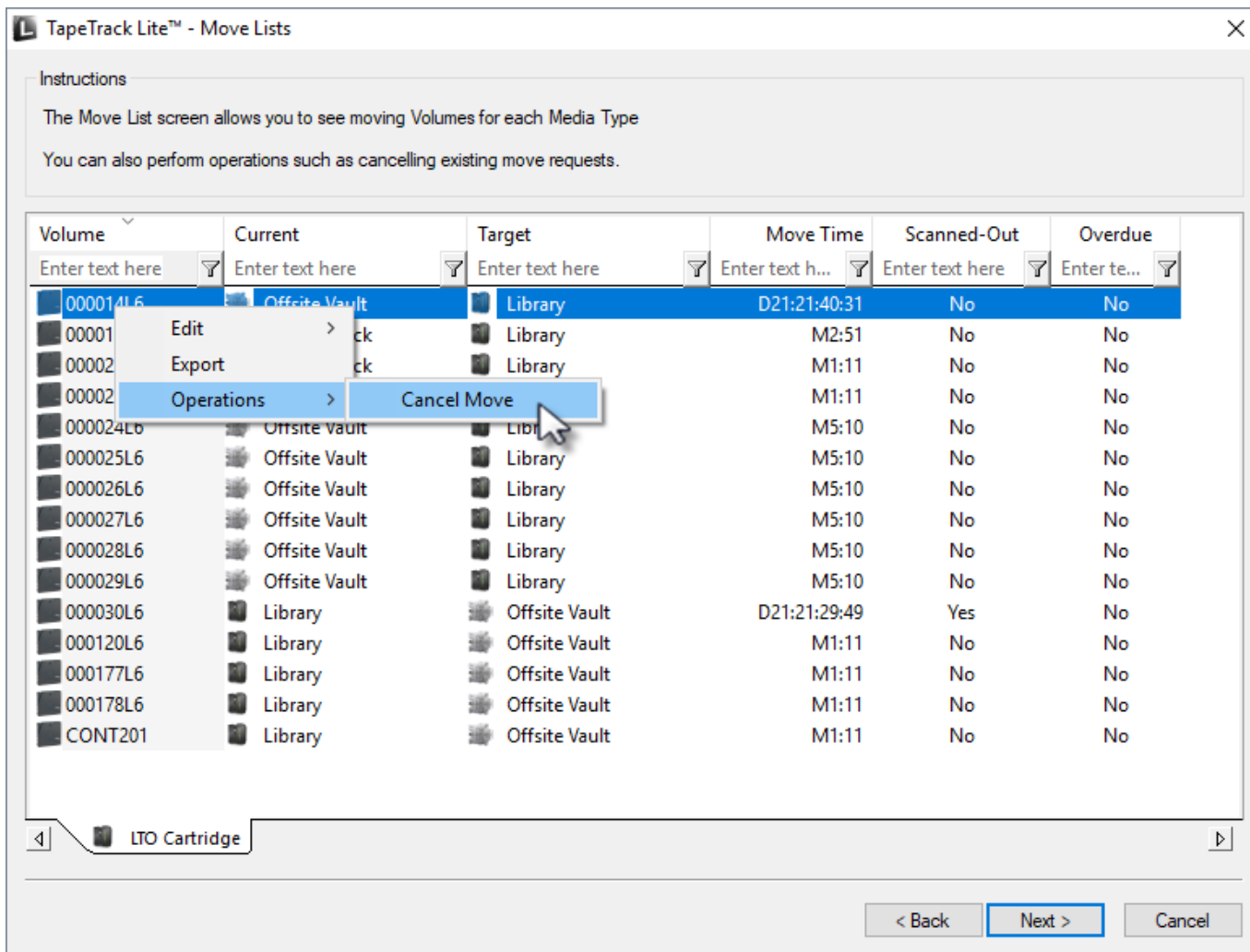
**Notes:**

- **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 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** 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.

Volumes can have their move revoked or canceled by right-clicking highlighted Volumes and selecting 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



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

