

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 are several sections: '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), and 'Targets' (Repository: Offsite Vault, Bypass Ejects: False). The main area contains 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 from 'Scratch Rack' with a last move of 2017-06-30 and permanent next and expiry dates. The non-scratch table lists four volumes (000120L6, CONT201, 000178L6, 000177L6) all from 'Library' with a last move of 'Never' and permanent next and expiry dates. At the bottom right, there are 'Execute' and 'Cancel' buttons, and status indicators 'Selected=1' and 'First Selected=2'.

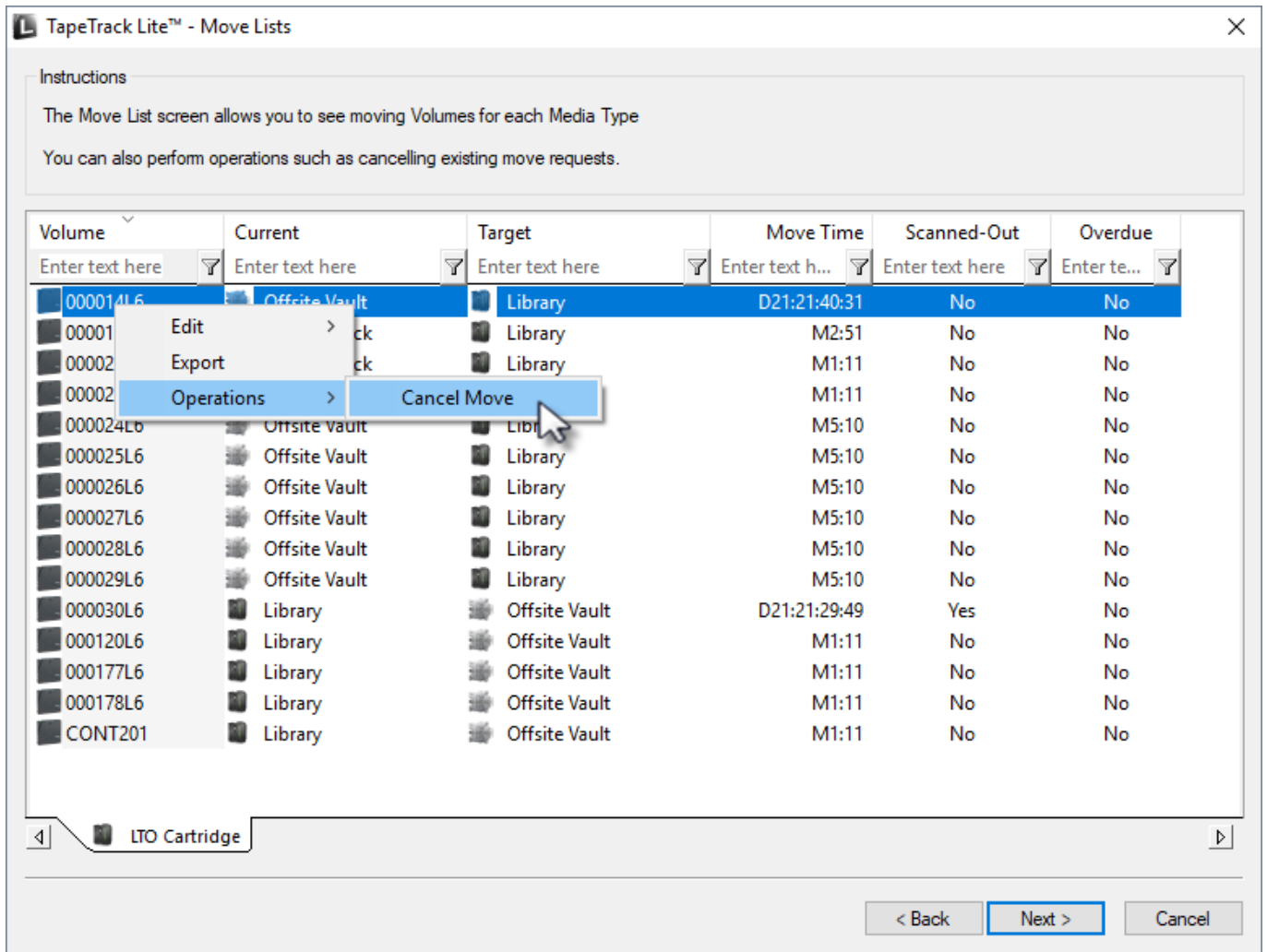
Notes:

- **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 Repository.

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



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