

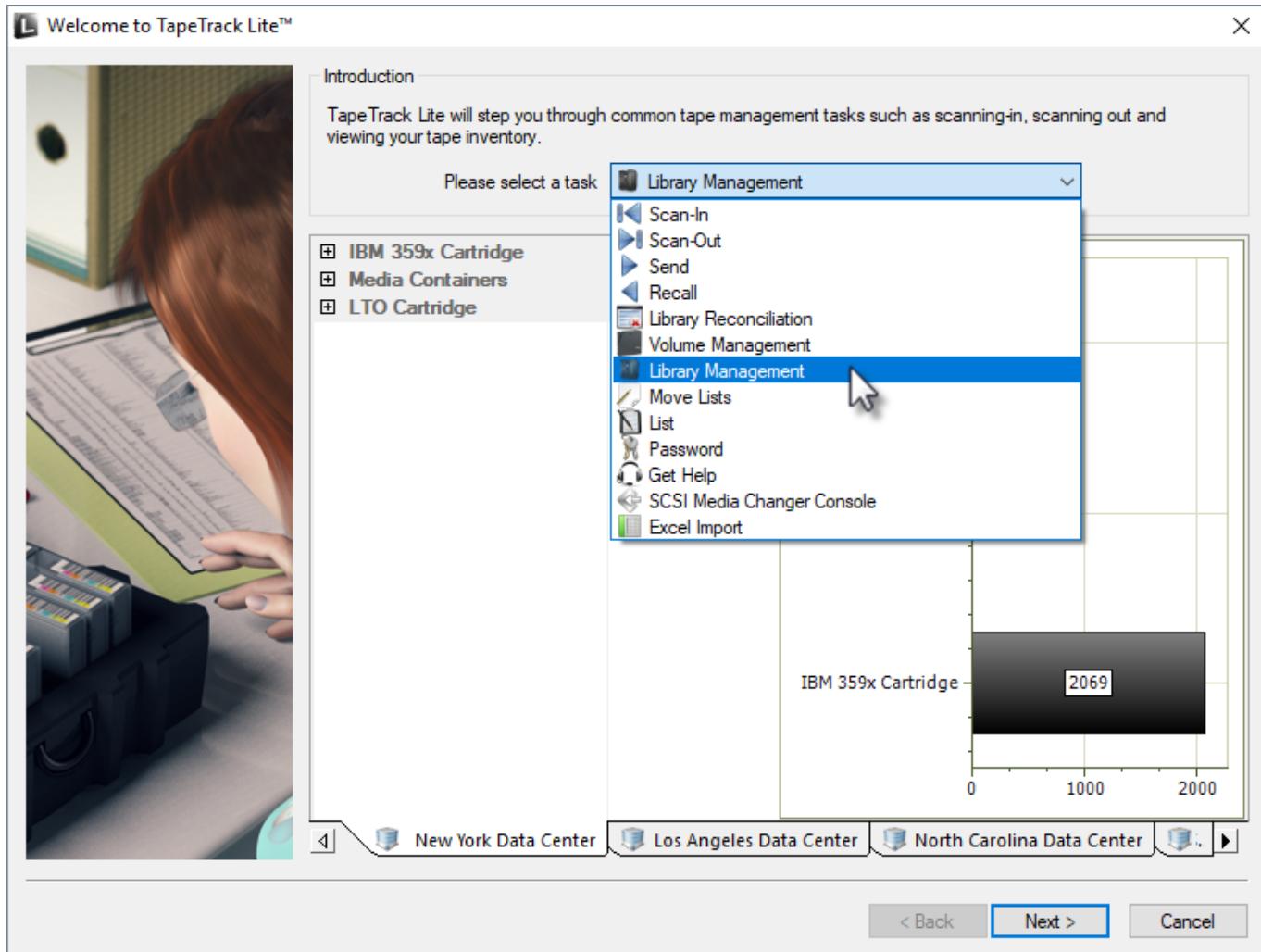
# Library Management

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

## Library Management Process

### Select Library Management

Select Library Management from the drop-down task menu and click Next to continue.

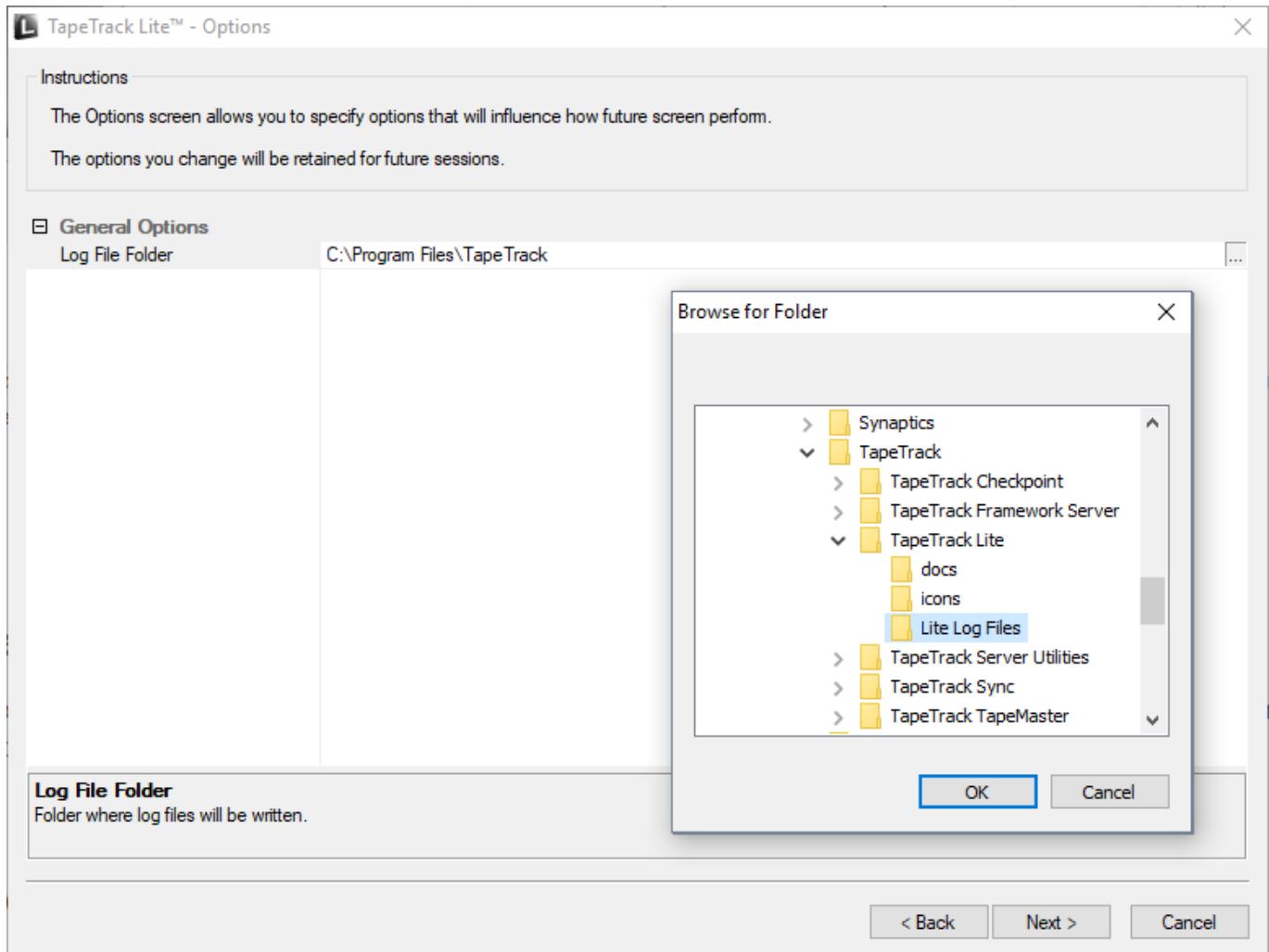


### Options

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, click on the more options button (...). From the **Browse For File** window select the preferred directory and click OK.

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**

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

**TapeTrack Lite™ - Media Type Selection**

Instructions

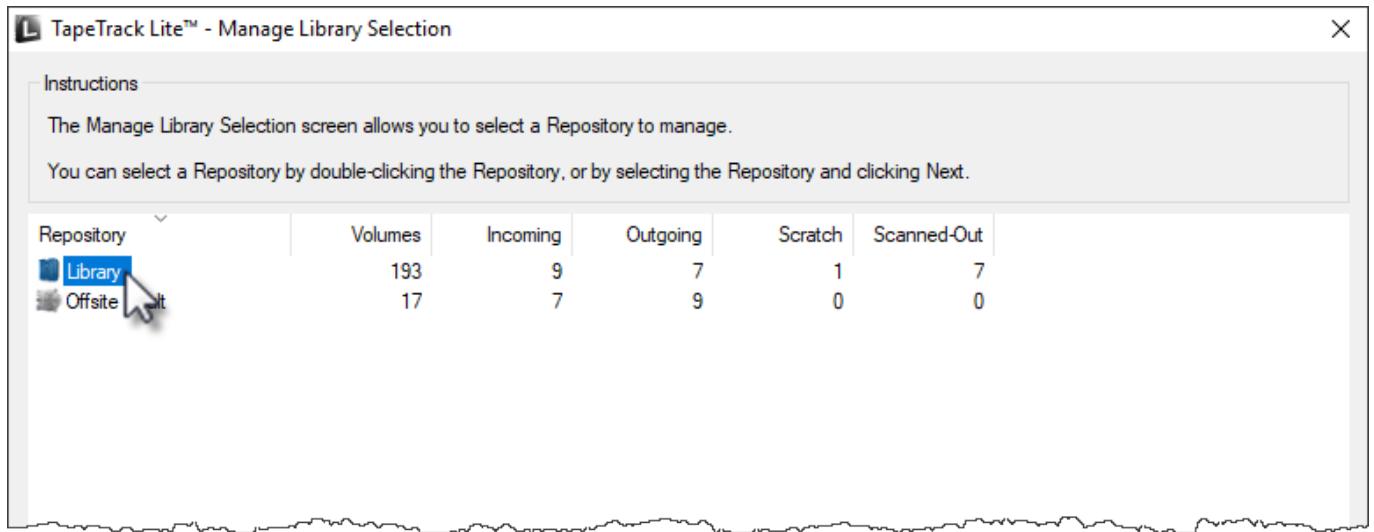
The Media Type Selection screen allows you to select a single TapeTrack Media Type to work with in subsequent screens.

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 Contain	5	0	0	0

## 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 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	<b>Offsite Vault</b>
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 tapes.
- **F** [Volumes](#) selected to move into repository.
- **G** [Volumes](#) to be ejected to create enough space for incoming volumes.

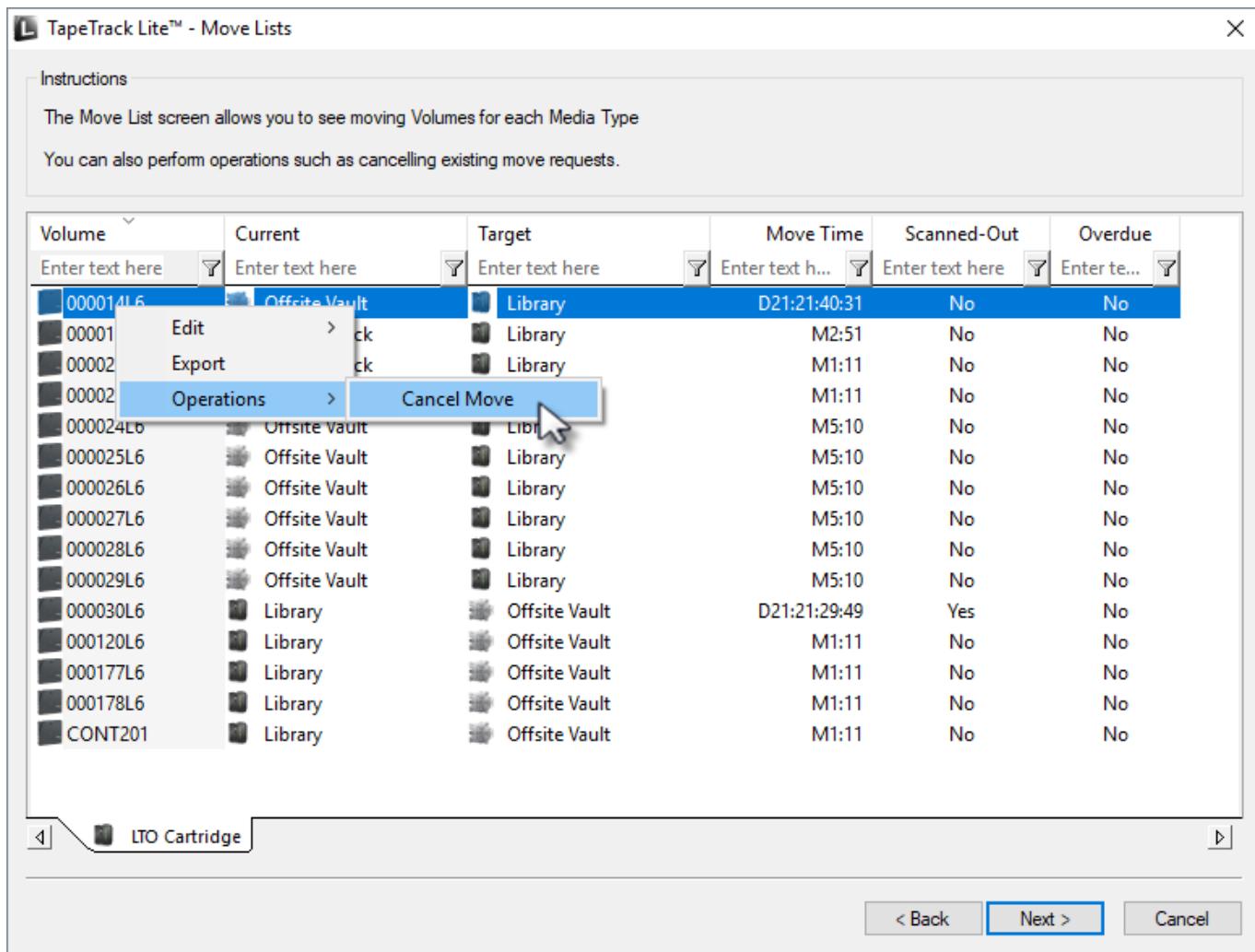
## Move List

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](#).

### 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**



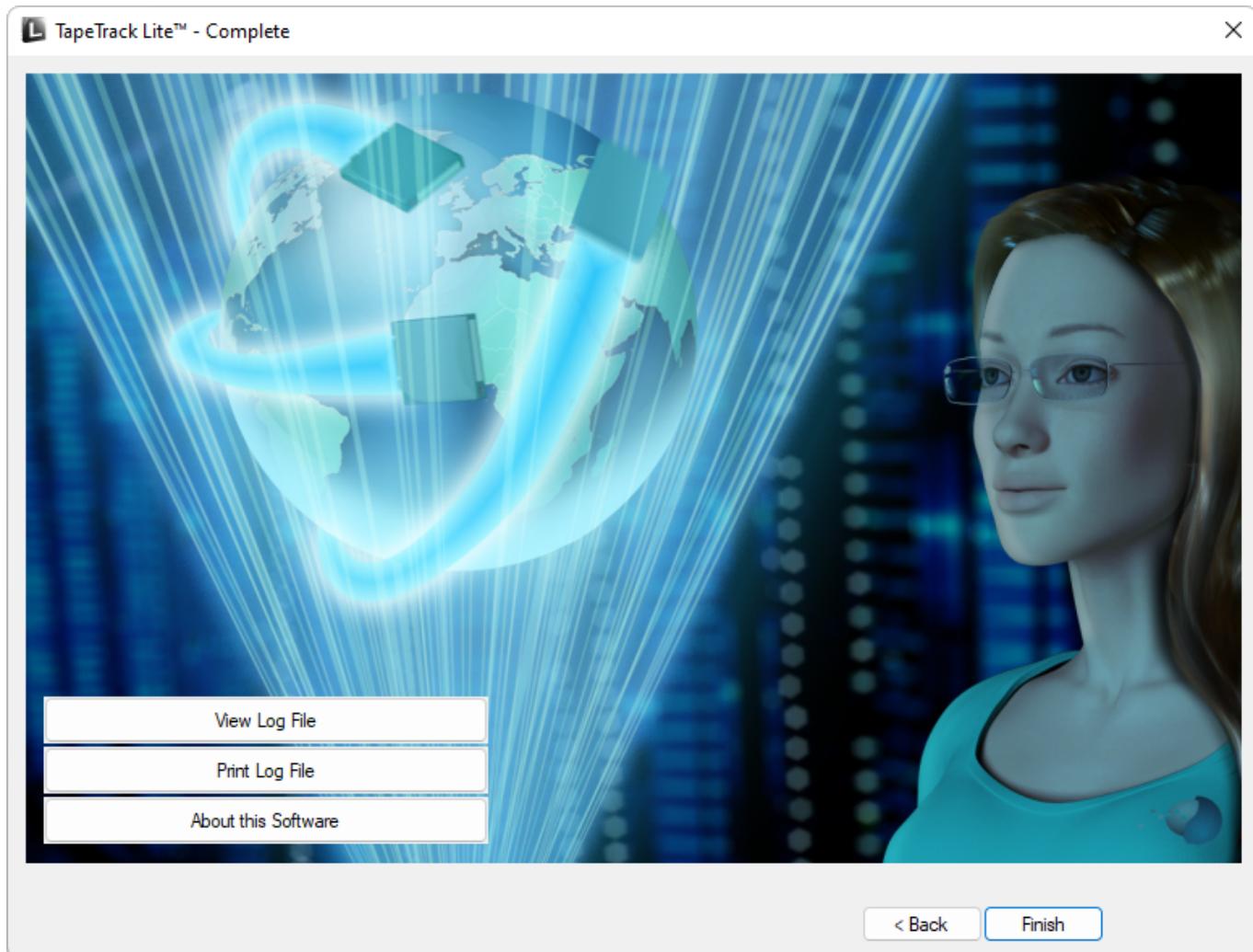
The screenshot shows the 'Move Lists' window in TapeTrack Lite. A context menu is open over a selected volume row. The menu items are: 'Edit', 'Export', 'Operations' (which is highlighted in blue), and 'Cancel Move'. The 'Cancel Move' option is currently selected and highlighted with a blue box and a cursor. The main table lists various volumes with their current status (e.g., Offsite Vault, Library), target location, move time, and other details. The 'Operations' menu is also visible at the bottom of the window.

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.
- 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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