Scan-Out

The Scan-Out process is used to record the Volumes are leaving the current location or Repository.

Scanning-Out Volumes allows you to ensure that only the correct Volumes are being placed on the transport vehicle as well as adding an historical entry in the database to record the chain of custody of the scanned Volumes.

Scan-Out Process

Selecting Scan-Out

Introduction Tape Track Life will step you through common tape management tasks such as scanning-in, scanning out and viewing your tape inventory. Please select a task Library Overview To assist you in better understanding your library, below are the statistics for each account. These statistics are provided for analytical purposes only. Image: Container Statistics Image: Container Image: Container <t< th=""><th>G Welcome to TapeTrack Lite™</th><th>11. ind</th><th></th><th>×</th></t<>	G Welcome to TapeTrack Lite™	11. ind		×
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Select Scan-Out 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.

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The Options scre	een allows you to s	pecify options that will inf	luence how future so	reens perform.			
The options you	change w <mark>ill</mark> be ret	ained for future sessions.					
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Log File Folder		C:\Users\diffl\Documer	nts				
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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.

You may select a Customer by double click			equent screens.	
ustomer	Volumes	Moves		
New York Data Center	111	0		
Los Angeles Data Center	264	12		
North Carolina	4,418	0		
	4,793	12		

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

Scan-Out Location

In the **Scan-Out Location** window select a Repository to Scan-Out the Volumes from by doubleclicking on the Repository or left-click to select Repository and click Next to proceed.

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Scan-Out Container Location

If you have no registered Containers, this step will be skipped.

If using Containers with unique identities, select from the displayed list the required Containers to assign the Volumes to. Select one Container by double-clicking or by left-clicking Container ID and clicking Next. To select multiple Containers control + left-click to select required choices. Containers can also be Scanned-Out by clicking the Open **Volume Scan-In** window by clicking on Scan-in Button which will launch the Desktop Scan Window and scan required Containers.

If Volumes have already been assigned to a Container via TapeMaster or Sync process, the correct Container/s will be pre-selected and shown in a grey background, or blue background when the window in clicked on.

If no Containers are needed simply click Next.

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Container Capacity Used Available Reserved Target Repository Data-Cluster	structions ne Scan-Out Container Selection my Volumes that are to be sen ou do not have to select any C	t out.				location that will be used to		Ť
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Scan-Out Volumes

The **Scan-Out Volumes** window will display the tapes eligible for Scanning-Out of the selected Customer and Repository.

This window also, by default, opens the **Scan-Out Volumes Input** window. Customer-ID and Media-ID values can be entered in the upper right Defaults panel to automatically add these values to the scanned Barcodes if scanning unqualified Barcodes. The field Edit in the Defaults panel can be used to add prefix or suffixes to the Volume-ID.

For example, setting the Customer-ID field to US01, Media-ID field to LTO and edit field to *L5 will change a Barcode of 123456 to US01.LTO.123456L5.

		an-Out Volumes. Each Volume th		
	US01 Ne	w York Data Center rarv		
Volume US01.LTO.000006L6 US01.LTO.000007L6 US01.LTO.000008L6 US01.LTO.000009L6 US01.LTO.000010L6 US01.LTO.000011L6 US01.LTO.000011L6 US01.LTO.000019L6 US01.LTO.000020L6 US01.LTO.000022L6 US01.LTO.000023L6	Offsite Va Offsite Va	Container ault No-Container ault No-Container	Data-Cluster	Scanned Items No Container US03.LTO.CONT203 US01.LTO.000003L6 US01.LTO.000005L6 B
4 Scan-In List (13) Pscan-Out L	ogD		

Notes:

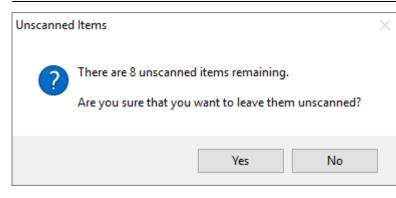
- **A** The Scan-Out window shows the items that need to be scanned.
- **B** The Scanned Item tree shows the items that have been scanned and associated Containers. The Container shown in bold signifies the current Container allocation for scanned Volumes
- C The Scanner button allows you to reiterate the Scanner Window.
- **D** The Scan-Out Log option lists any errors in scanned Volumes .

Scan-Out the required Volumes using your preferred scanning method.

When finished Scanning-out Volumes click Next to continue. If you have not Scanned-Out the entire list a warning of Unscanned Items will be displayed.

If you wish to Scan-Out the rest of the Volumes click No to return to the Scan-Out Volumes window. If you wish to continue and leave the remaining Volumes unscanned (they can be scanned out at a future time) click Yes to continue.

If you wish to Scan-Out the rest of the remaining Volumes, click No to return to the Scan-Out list.



Scan-Out Container Update

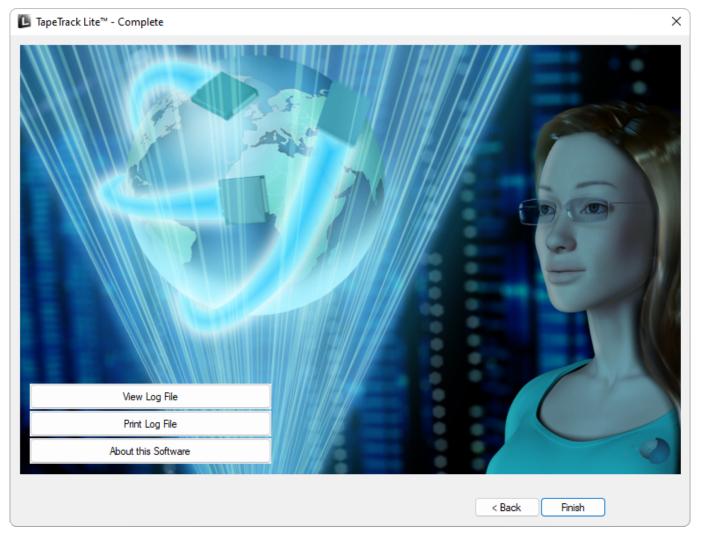
From here you can set the next move date, add descriptions for the Container/s and whether to Scan-Out the Container/s as well as the Volumes .

TypeTrack Lite** - Scan-Out Container Update X							
The Scan-Out Location Selection screen allows you to select a single Repository. Settings True Containers True US01 CONT CONTO02 Target Repository Target Repository Offsite Vault Newt move Friday. April 19, 2019 (Today) Description Data-Cluster	L	Тар	oeTrack Lite™ - Scan-Out Co	ontainer Update			×
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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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Permanent link: https://rtfm.tapetrack.com/lite/function_scanning_out?rev=1637030091



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