

# Adding and Maintaining Barcode Administrations

Barcode Administration is used to create and maintain [Barcode Rules](#).

Without Barcode Administration Rules set, [Barcodes](#) cannot be read while using the [Desktop Scanning Window](#).

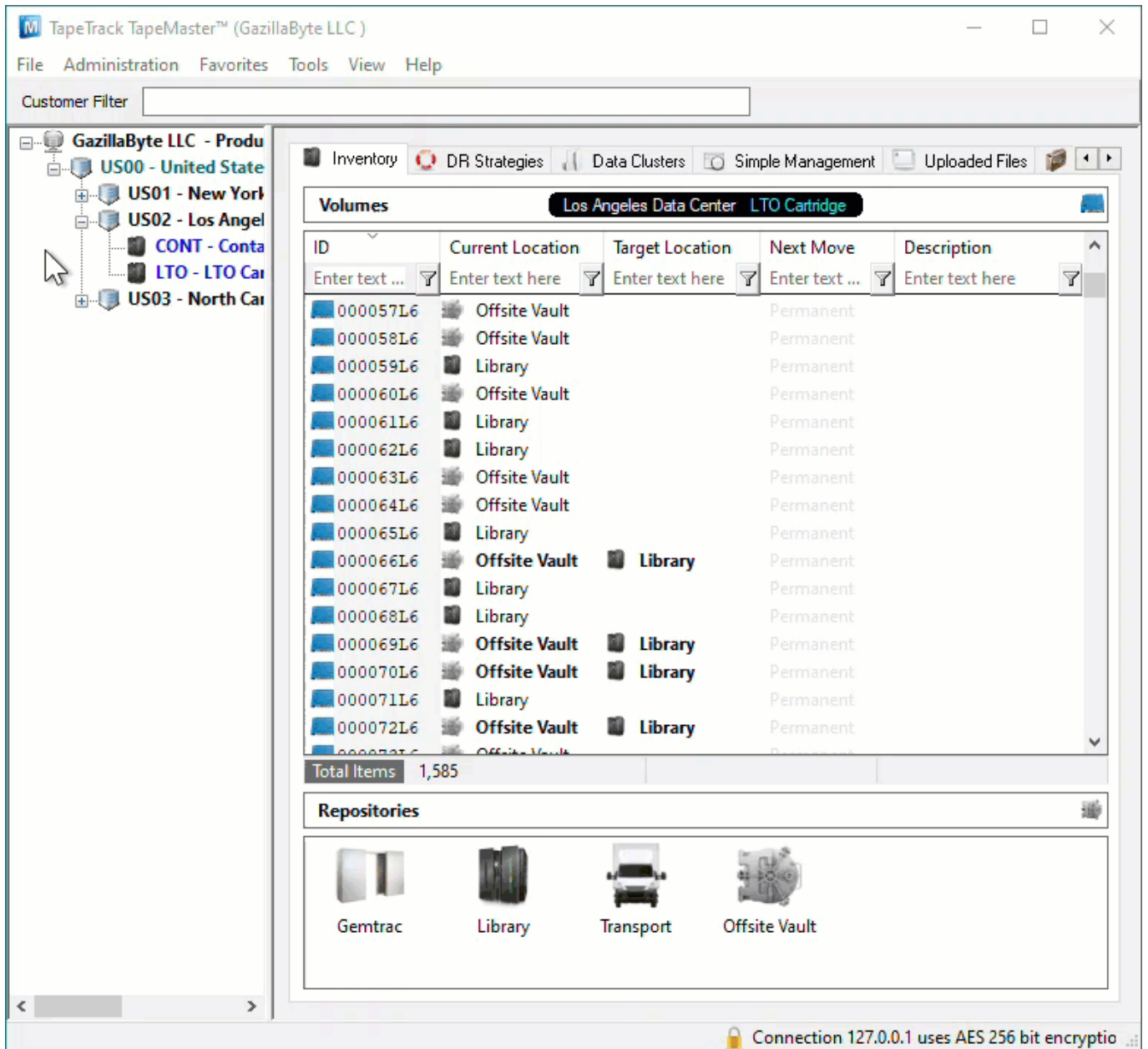
Each [Barcode Rule](#) defines which characters in a given [Barcode](#) correspond with the [Customer-ID](#), [Media-ID](#), and [Volume-ID](#).

TapeTrack has, by default, several Barcode Rules when installed that encompass most generic barcode formats.

Any unique Barcode formats you may use in your operations may need a custom Barcode Rule to be added.

## Barcode Administration

To add, view or modify a [Barcode Rule](#) open the Barcode Administration window by selecting Administration → Barcode Administration.

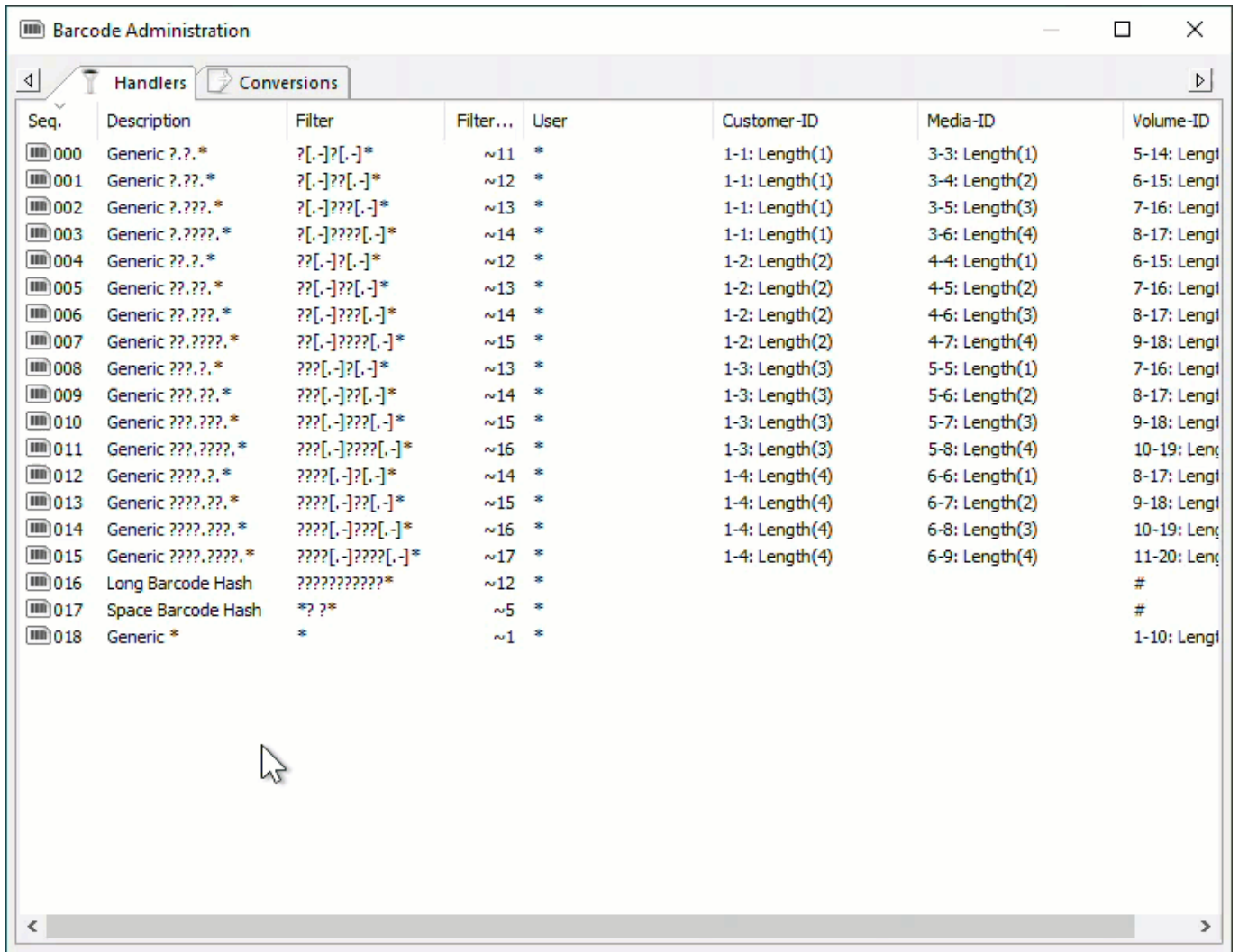


## Add a Barcode Rule

Barcode Rules are used to identify Volumes and route them to a specific Customer or Media Type.

When a Barcode is scanned, TapeTrack TapeMaster will go through the Barcode Rule List from top to bottom to identify which rule must be followed to properly identify and direct that Volume.

To add a Barcode Rule right-click in the Barcode Administration window, hover the cursor over Insert and select After, Before, or At End or press the **Insert (INS)** key on the keyboard.



The image shows a software window titled "Barcode Administration" with two tabs: "Handlers" and "Conversions". The "Conversions" tab is active, displaying a table of barcode rules. The table has columns for Seq., Description, Filter, Filter..., User, Customer-ID, Media-ID, and Volume-ID. The rules are numbered 000 to 018. A mouse cursor is pointing at the bottom of the table area.

Seq.	Description	Filter	Filter...	User	Customer-ID	Media-ID	Volume-ID
000	Generic ?.?.*	?[-]?[-]*	~11	*	1-1: Length(1)	3-3: Length(1)	5-14: Leng
001	Generic ?.??.*	?[-]?[-]*	~12	*	1-1: Length(1)	3-4: Length(2)	6-15: Leng
002	Generic ?.???.*	?[-]?[-]*	~13	*	1-1: Length(1)	3-5: Length(3)	7-16: Leng
003	Generic ?.????.*	?[-]?[-]*	~14	*	1-1: Length(1)	3-6: Length(4)	8-17: Leng
004	Generic ???.*	??[-]?[-]*	~12	*	1-2: Length(2)	4-4: Length(1)	6-15: Leng
005	Generic ???.?.*	??[-]?[-]*	~13	*	1-2: Length(2)	4-5: Length(2)	7-16: Leng
006	Generic ???.??.*	??[-]?[-]*	~14	*	1-2: Length(2)	4-6: Length(3)	8-17: Leng
007	Generic ???.???.*	??[-]?[-]*	~15	*	1-2: Length(2)	4-7: Length(4)	9-18: Leng
008	Generic ????.*	???[-]?[-]*	~13	*	1-3: Length(3)	5-5: Length(1)	7-16: Leng
009	Generic ????.?.*	???[-]?[-]*	~14	*	1-3: Length(3)	5-6: Length(2)	8-17: Leng
010	Generic ????.??.*	???[-]?[-]*	~15	*	1-3: Length(3)	5-7: Length(3)	9-18: Leng
011	Generic ????.???.*	???[-]?[-]*	~16	*	1-3: Length(3)	5-8: Length(4)	10-19: Leng
012	Generic ?????.*	????[-]?[-]*	~14	*	1-4: Length(4)	6-6: Length(1)	8-17: Leng
013	Generic ?????.?	????[-]?[-]*	~15	*	1-4: Length(4)	6-7: Length(2)	9-18: Leng
014	Generic ?????.??	????[-]?[-]*	~16	*	1-4: Length(4)	6-8: Length(3)	10-19: Leng
015	Generic ?????.???	????[-]?[-]*	~17	*	1-4: Length(4)	6-9: Length(4)	11-20: Leng
016	Long Barcode Hash	??????????*	~12	*			#
017	Space Barcode Hash	*? ?*	~5	*			#
018	Generic *	*	~1	*			1-10: Leng

Double-click the rule ID for the Barcode Rule called \*New\* to set parameters.

Enabled	True
Barcode Description	** New **
☐ Scope	
Barcode Pattern	
User Pattern	*
Range Start	
Range End	
☐ Editing	
Edit Mask	00000000000000000000
Strip Characters	
☐ Elements	
☐ Customer-ID	
Use substring	False
Literal	
☐ Media-ID	
Use substring	False
Literal	
☐ Volume-ID	
Use substring	True
Substring First Character	1
Substring Last Character	10

## Edit Barcode Window

The Edit Barcode window has four parameters:

- [General Details](#)
- [Scope](#)
- [Editing](#)
- [Elements](#)

Edit Barcode
✕

Enabled	True
Barcode Description	Generic ????.???.*
<b>Scope</b>	
Barcode Pattern	????[-]??[-]*
User Pattern	*
Range Start	
Range End	
<b>Editing</b>	
Edit Mask	000000000000000000
Strip Characters	
<b>Elements</b>	
<b>Customer-ID</b>	
Use substring	True
Substring First Character	1
Substring Last Character	4
<b>Media-ID</b>	
Use substring	True
Substring First Character	6
Substring Last Character	8
<b>Volume-ID</b>	
Use substring	True
Substring First Character	10
Substring Last Character	19

### General Details

- Enabled: When set to "True," the [Barcode Rule](#) is active and will be used when trying to parse [Volume-ID's](#). False sets the [Barcode Rule](#) to inactive and is skipped when trying to parse [Volume-ID's](#).
- Barcode Description: A brief description of the [Barcode Rule](#).

### Scope

- Barcode Pattern: The Barcode Pattern uses TapeTrack Filters to define what this type of Barcode looks like. For example, "????.???.?????L[3-5]" would look for a 16 character Barcode with periods in character positions 4 and 8, an L in character position 15 and any number between 3 and 5 inclusive in character position 16. If a scanned Barcode does not meet this pattern, the next [Barcode Rule](#) on the list will be referenced.
- User Pattern: Many enterprises include [Customer-IDs](#) in their [User-IDs](#) or have various other patterns to define a [User](#). If this is the case, use TapeTrack Filters to enter patterns of [Users](#) that should have access to this rule. Using the asterisk (\*) will make this [Barcode Rule](#) available to all [Users](#).
- Range Start / Range End: Setting a range will set the Scope of the [Barcode Rule](#) to a specific range of numbers or letters. For example, a Range of 000500L4 to 000750L4 will only apply this [Barcode Rule](#) to [Volumes](#) 000500L4 - 000750L4. [Volumes](#) below 000499L4 and above

000751L4 will require additional [Barcode Rules](#).

## Editing

The Editing subsection can be set to exclude or remove specific characters from a Barcode.

- **Edit Mask:** The Edit Mask will use 0's or 1's to determine which characters defined by the aforementioned Scope are to be used in [TapeTrack TapeMaster](#). For example, if a Barcode is "BWIX.LTOX.000234L4" using the Edit Mask "000100001000000000" the "X" in character position 4 and character position 9 will be removed so that [TapeTrack TapeMaster](#) receives the Barcode as "BWI.LTO.000234L4".
- **Strip characters:** Similarly, the Strip Characters tool will remove specified characters in the Barcode. For example, if the letter "X" is used in the Strip Characters field, Barcode "BWIX.LTOX.000234L4" will have the "X" characters removed so that the Barcode is received in [TapeTrack TapeMaster](#) as "BWI.LTO.000234L4".

## Elements

- **Use substrings:** When set to True for a [Customer-ID](#), [Media-ID](#) or [Volume-ID](#), fields will appear to set "Substring First Character" and "Substring Last Character". These fields are used to set the range of the Barcode that corresponds with the specified Object-ID. For example, in Barcode "BWI.LTO.000234L4" the [Volume-ID](#) begins with character 9 and ends with character 16, so the Substring First Character would be 9 and the Substring Last Character would be 16.
- **Literals:** When "Use Substrings" is set to "false" for a [Customer-ID](#), [Media-ID](#) or [Volume-ID](#), a field will appear that allows for the definition of literals. A "literal," in this context, is a [Customer-ID](#), [Media-ID](#) or [Volume-ID](#) that can be assumed when the above Scope is used.

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