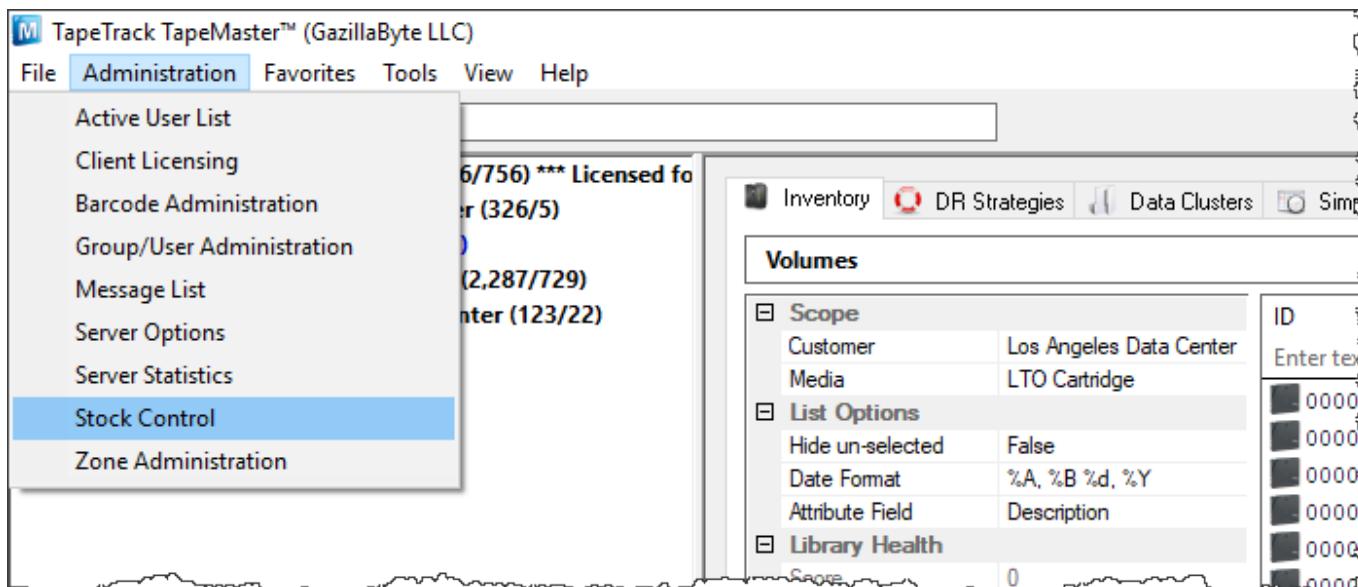


Stock Control

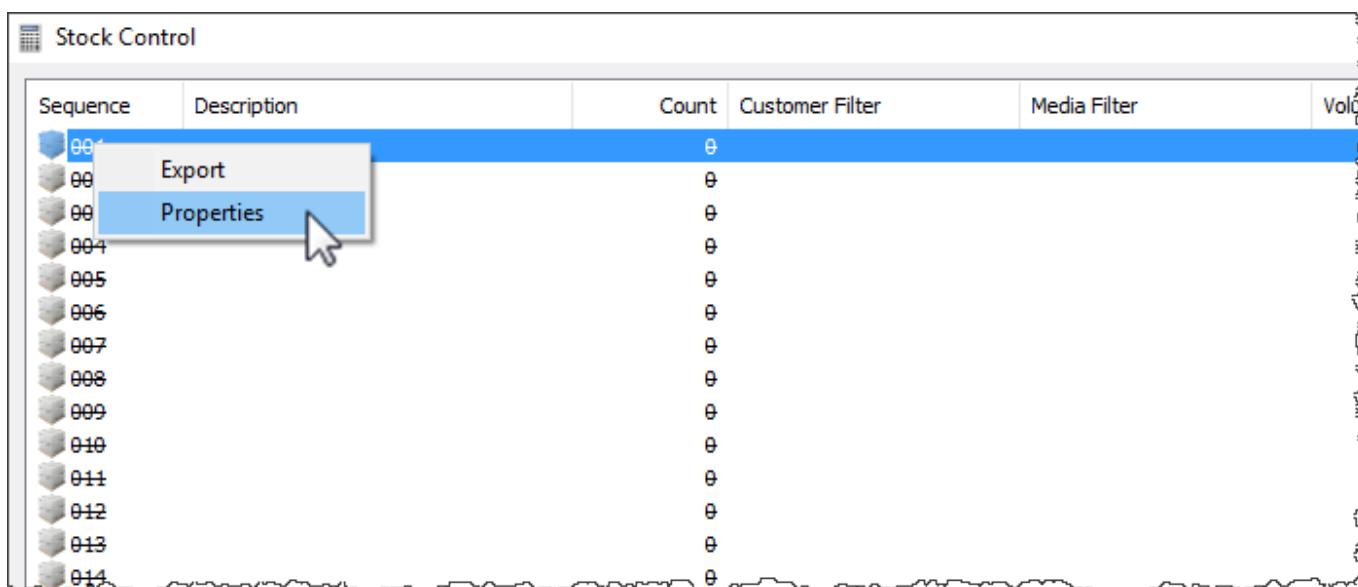
Stock control enables you to enter [Volumes](#) into TapeTrack without Barcodes, to manage current Stock Levels and track history of new Stock Usage.

Adding Stock Assignment Rules

From the [Main Menu](#) select Administration → Stock Control



Right-click and select Properties, or double-click, on the first available Stock Control-ID.

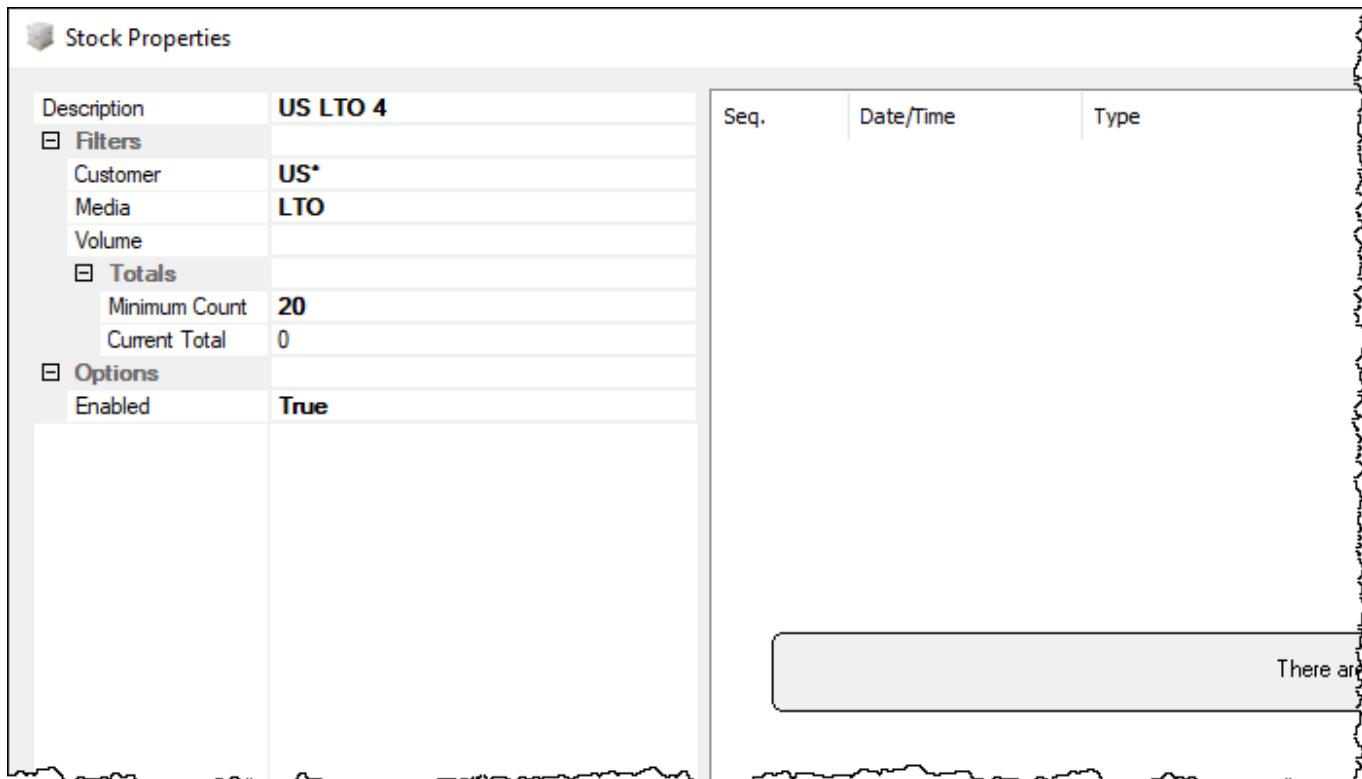


In the Stock Properties window:

- **Description**
 - Insert a descriptive name for the Stock Control Rule, e.g. for all US [Customers](#) and LTO4 **Volumes US LTO 4**

- **Filters**
 - Customer: Add filter to select **Customer-IDs** that will use this rule. e.g. For all US **Customers US***
 - Media: Add **Media Type** this rule applies to. e.g. **LTO**
 - Volume: Add **Volume Filters** to enforce correct **Volume-ID** association. e.g. For a 8 character ID ending in L4 use **??????L4**.
- **Totals**
 - Minimum Count: Insert minimum Stock Number before you are alerted of low stock levels (alert is a future enhancement).
 - Current Total: Current total of **Volumes** in Stock (display only).
- **Options**
 - Enabled: Set Enabled to True to make Rule active.

Click OK once all data is correct and complete.



The screenshot shows the 'Stock Properties' window for a rule named 'US LTO 4'. The window is divided into two main sections: a left pane with a tree view of properties and a right pane with a table view of rules.

Left Pane (Properties):

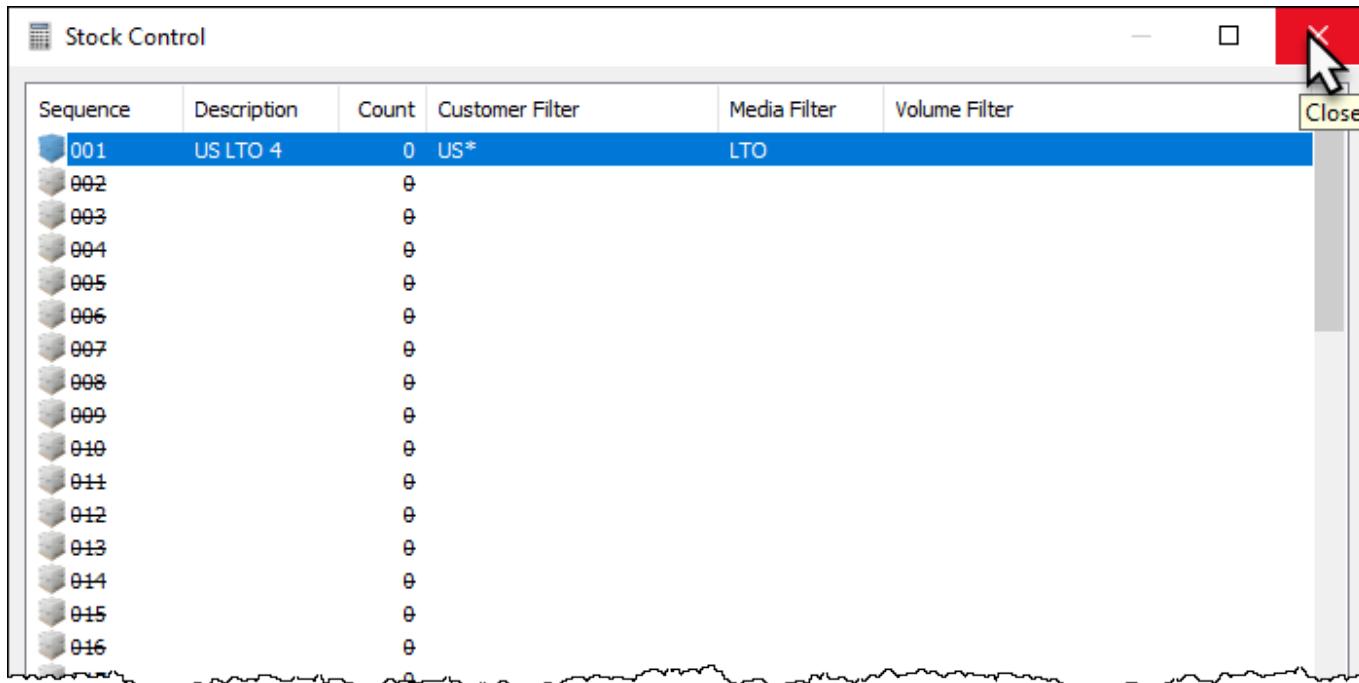
- Description:** US LTO 4
- Filters:**
 - Customer: US*
 - Media: LTO
 - Volume
- Totals:**
 - Minimum Count: 20
 - Current Total: 0
- Options:**
 - Enabled: True

Right Pane (Rules):

Seq.	Date/Time	Type

A message box at the bottom right of the right pane says: "There are no rules in this category."

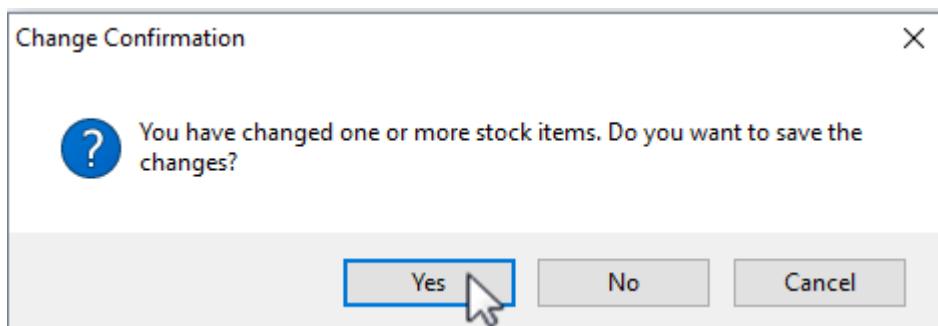
Close the Stock Control window and click Save to commit the new Rule/s to the TapeTrack Database.



The screenshot shows a Windows application window titled "Stock Control". The window contains a table with the following columns: Sequence, Description, Count, Customer Filter, Media Filter, and Volume Filter. The data in the table is as follows:

Sequence	Description	Count	Customer Filter	Media Filter	Volume Filter
001	US LTO 4	0	US*	LTO	
002		0			
003		0			
004		0			
005		0			
006		0			
007		0			
008		0			
009		0			
010		0			
011		0			
012		0			
013		0			
014		0			
015		0			
016		0			

Click Yes to the popup window to commit the data.

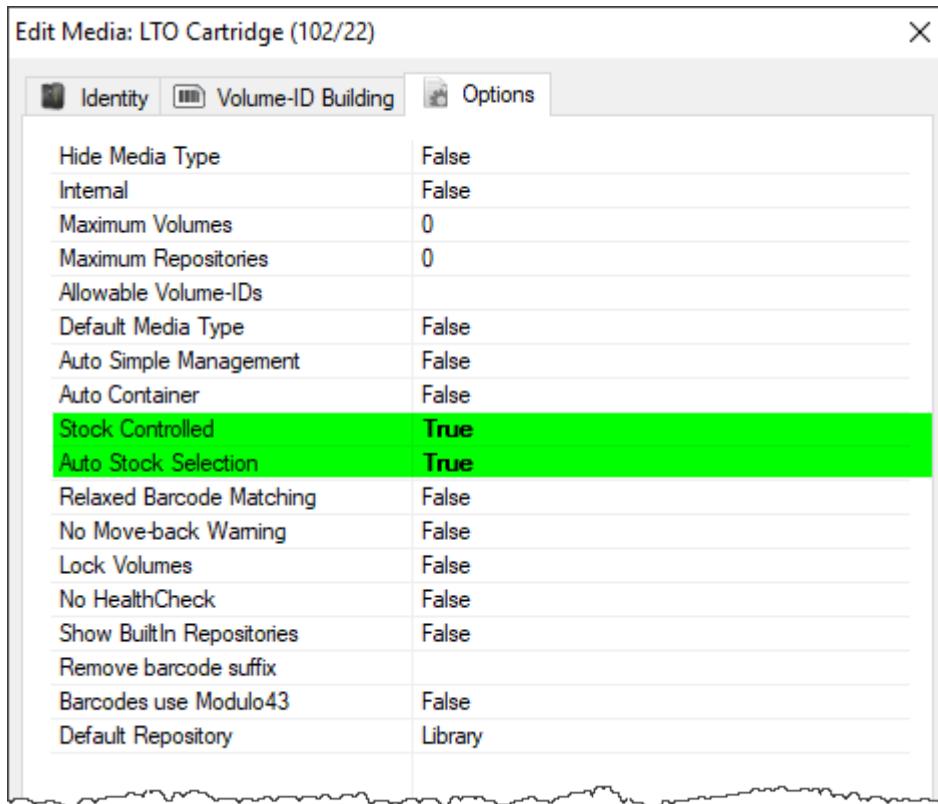


Customer Media Settings

In the [TapeMaster Customer Tree](#), right-click the [Media Type](#) on the [Customer](#) you want to apply Stock Control to and select Properties.

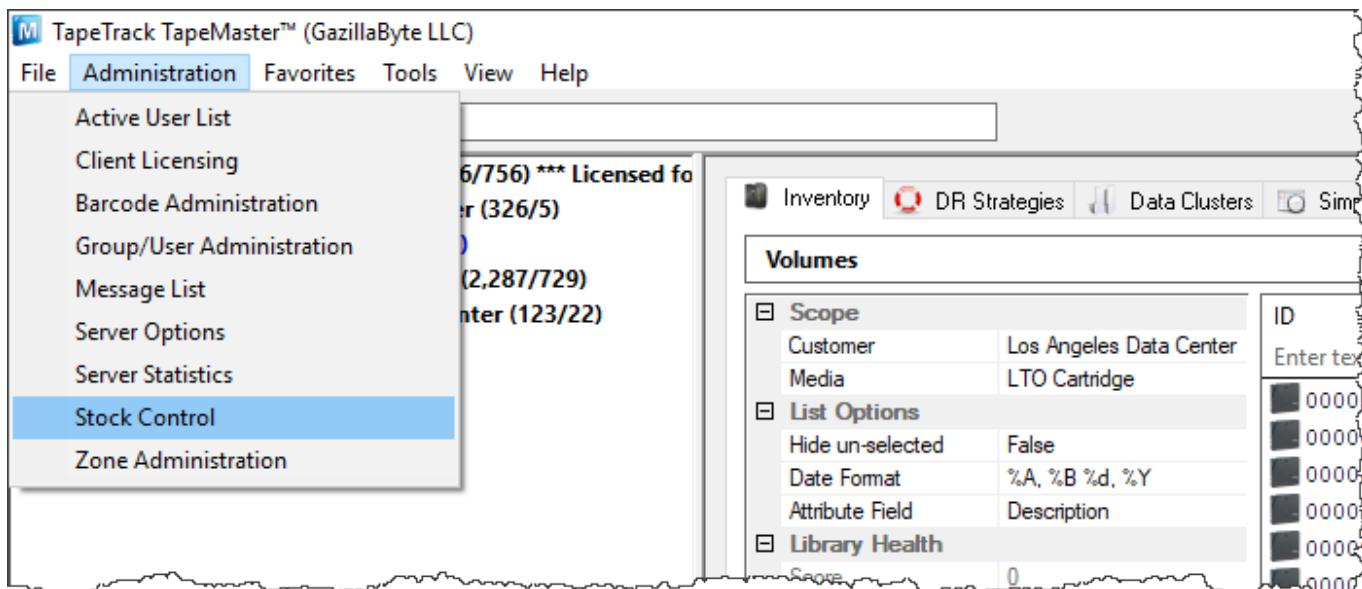
Change Stock Controlled to True.

If Auto Stock Selection is set to False, all new [Volumes](#) must be added through the [Stock Control window](#). If set to True [Volumes](#) may be added directly from the [Inventory window](#) in [TapeMaster](#).



Adding Stock

From the menu click Administration → Stock Control



Right-click and select Properties, or double-click, on the first available Stock Control-ID.

Sequence	Description	Count	Customer Filter	Media Filter	Volume
001	Export	0			
00	Properties	0			
004		0			
005		0			
006		0			
007		0			
008		0			
009		0			
010		0			
011		0			
012		0			
013		0			
014		0			

Click the Add Stock button (1) and add the new Stock amount in the Count field (2).

Click OK (3) to update the Stock Level.

Click OK (4) to close **Stock Properties** window.

Stock Properties

Description	LTO Stock	Seq.	Date/Time	Type	Carried	Difference	Balance	Volume
Filters		1	2017-08-18 02:53:39	Add Stock	0	10	10	
Customer	.	2	2017-08-18 02:54:04	Consumption				
Media	LTO	3	2017-08-18 02:54:07	Consumption				
Volume	.	4	2017-08-18 02:54:23	Inventory Adjustment				
Totals		5	2017-08-18 02:54:37	Consumption				
Minimum Count	0	6	2017-08-18 02:54:40	Consumption				
Current Total	2002	7	2017-08-18 02:54:55	Add Stock				
Options		8	2017-08-18 02:57:55	Inventory Adjustment				
Enabled	True	9	2017-08-18 02:58:05	Inventory Adjustment				
		10	2017-09-27 12:07:22	Inventory Adjustment				
		11	2017-09-27 12:07:45	Inventory Adjustment				
		12	2017-09-27 14:09:31	Inventory Adjustment				
		13	2017-09-27 14:11:49	Inventory Adjustment				
		14	2017-09-27 14:12:16	Inventory Adjustment				
		15	2017-09-27 14:13:24	Add Stock				
		16	2017-09-27 14:13:50	Inventory Adjustment				
		17	2017-09-27 14:14:20	Add Stock				

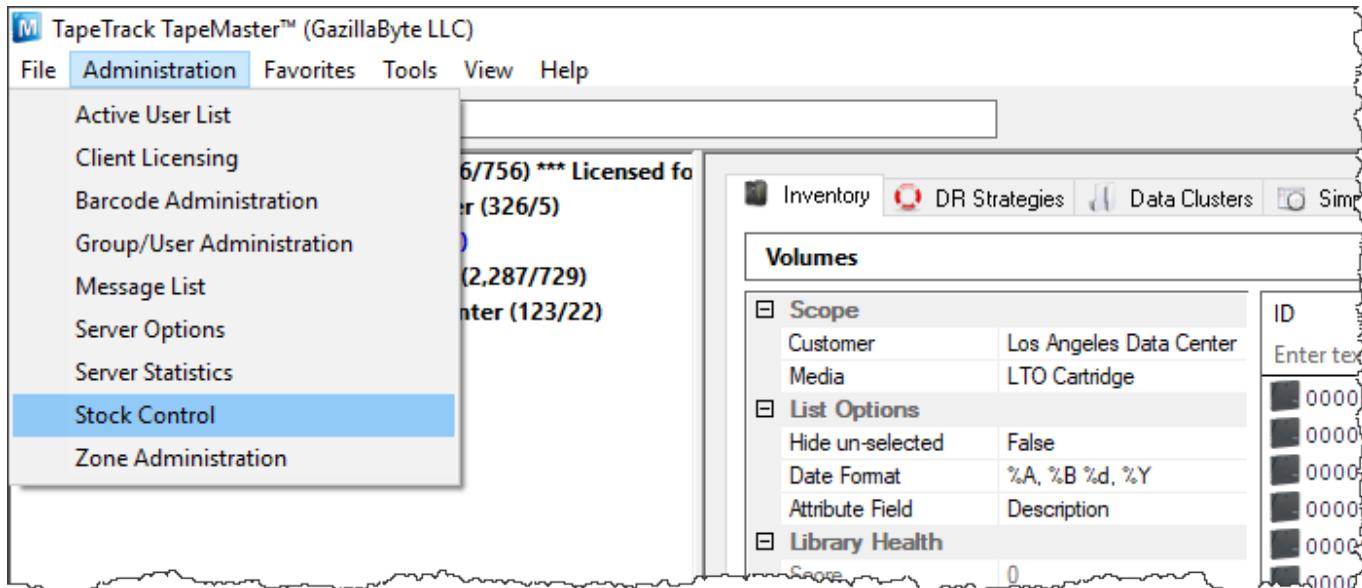
List contains 17 records

Add Stock **1**
Stock Adjustment
Scan to Assign
OK **3** Cancel

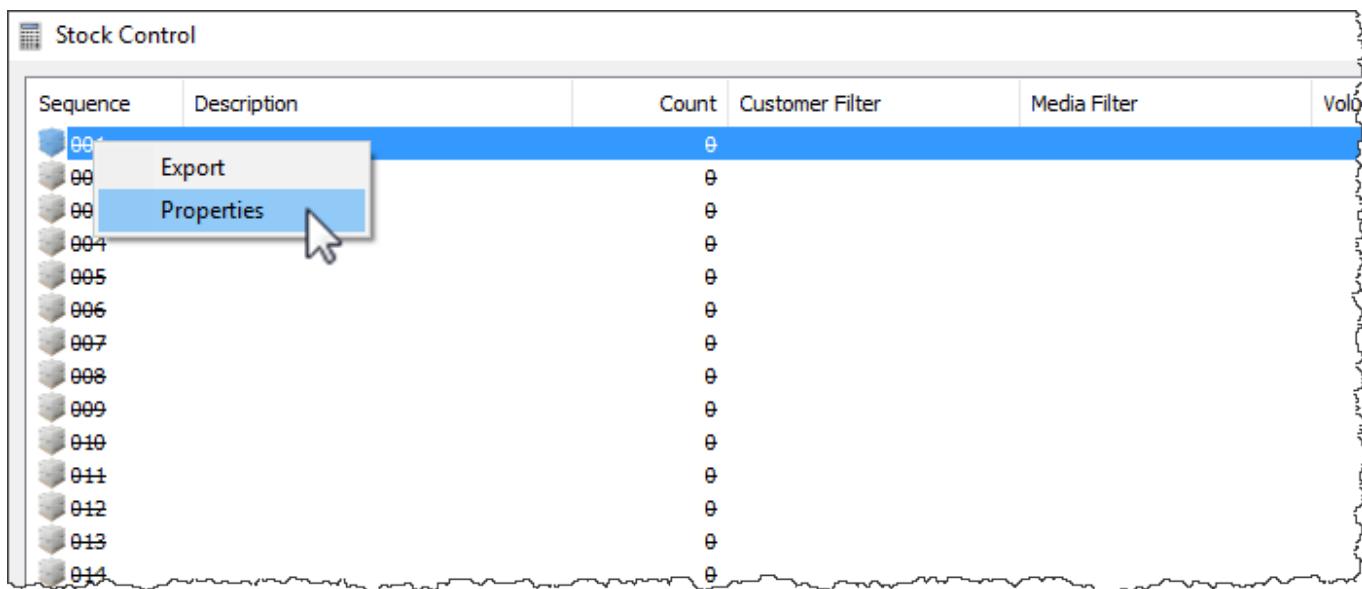
OK **4** Cancel

Stock Level Adjustment

From the [Main Menu](#) click Administration → Stock Control

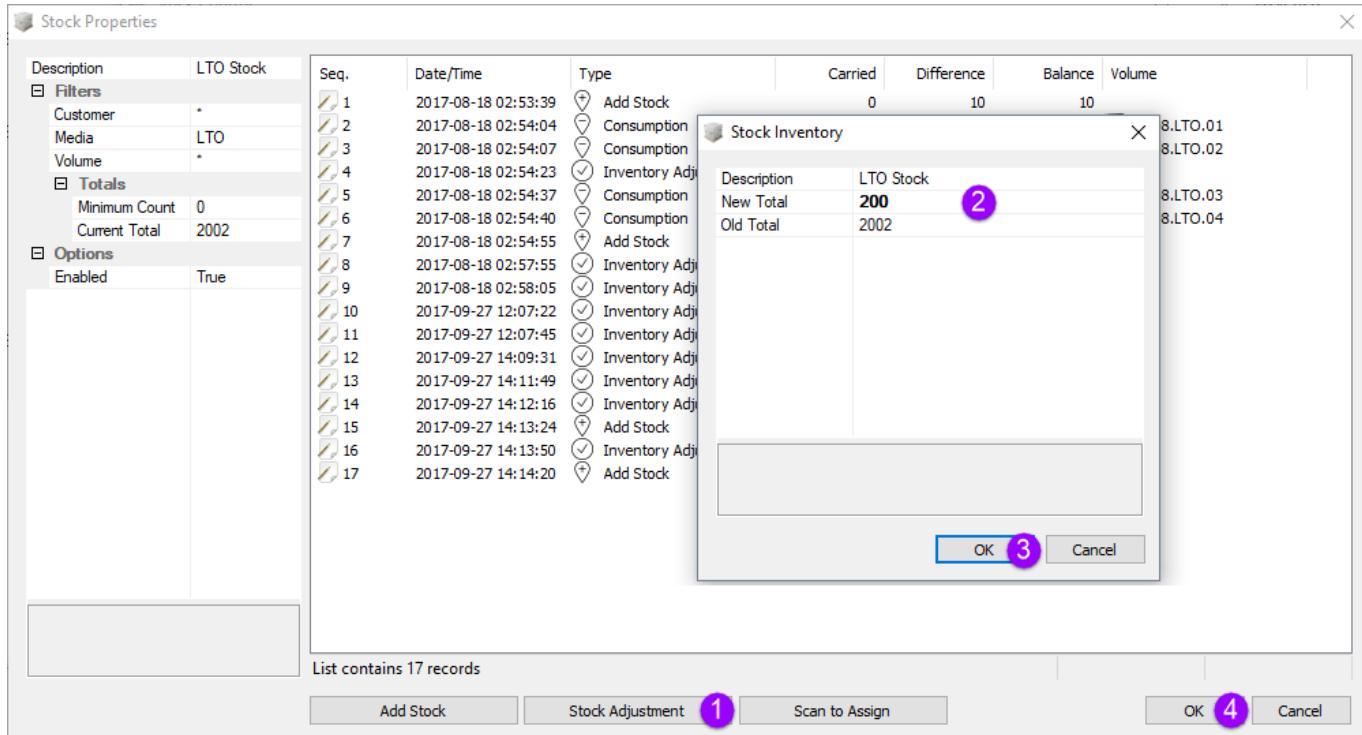


Right-click and select Properties, or double-click, on the first available Stock Control-ID.



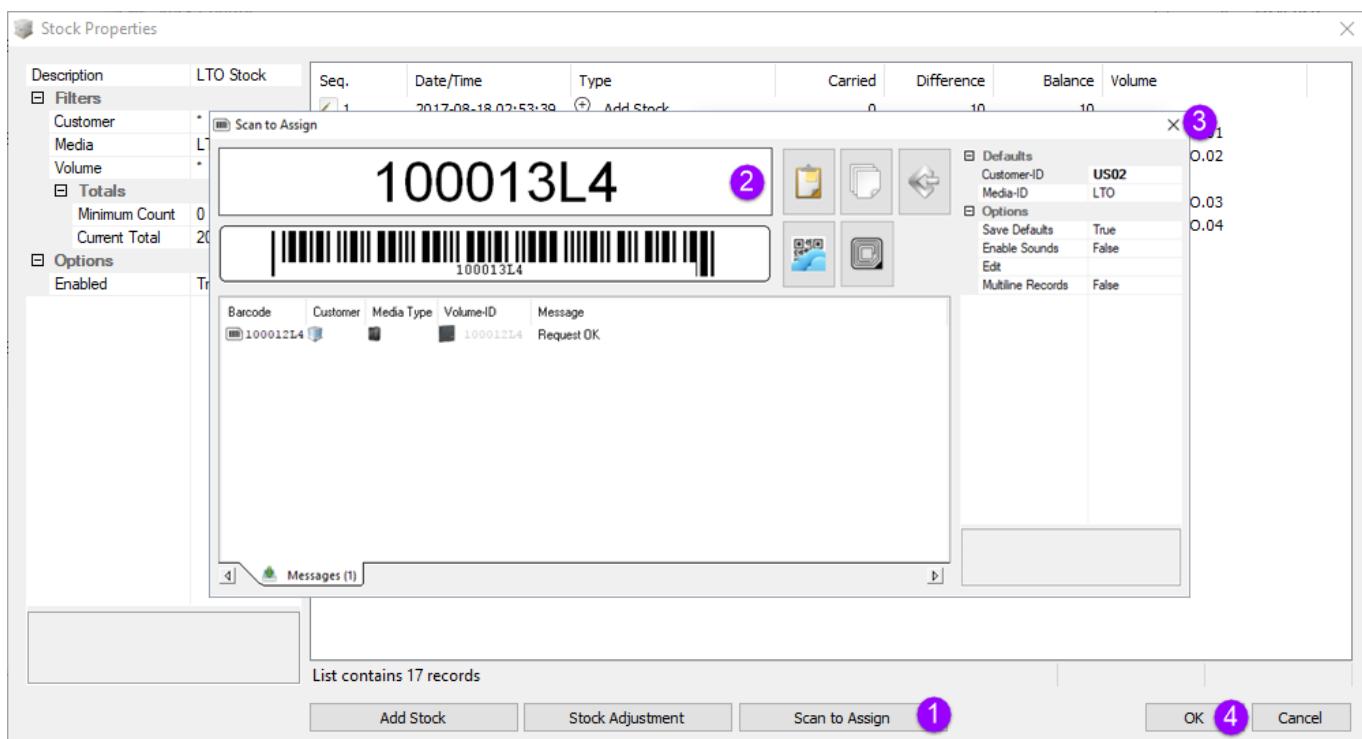
Click on the Stock Adjustment button and enter the correct number in the New Total field and click OK.

Click OK (4) to close Stock Properties window.



Scan To Assign Volumes

To add new **Volumes**, from the Stock Control window, open the Rule you want to assign the new **Volume-ID's** to. Click on the **Scan to Assign** button to open the Scan-In window. Scan the new **Volume Barcodes** as required.

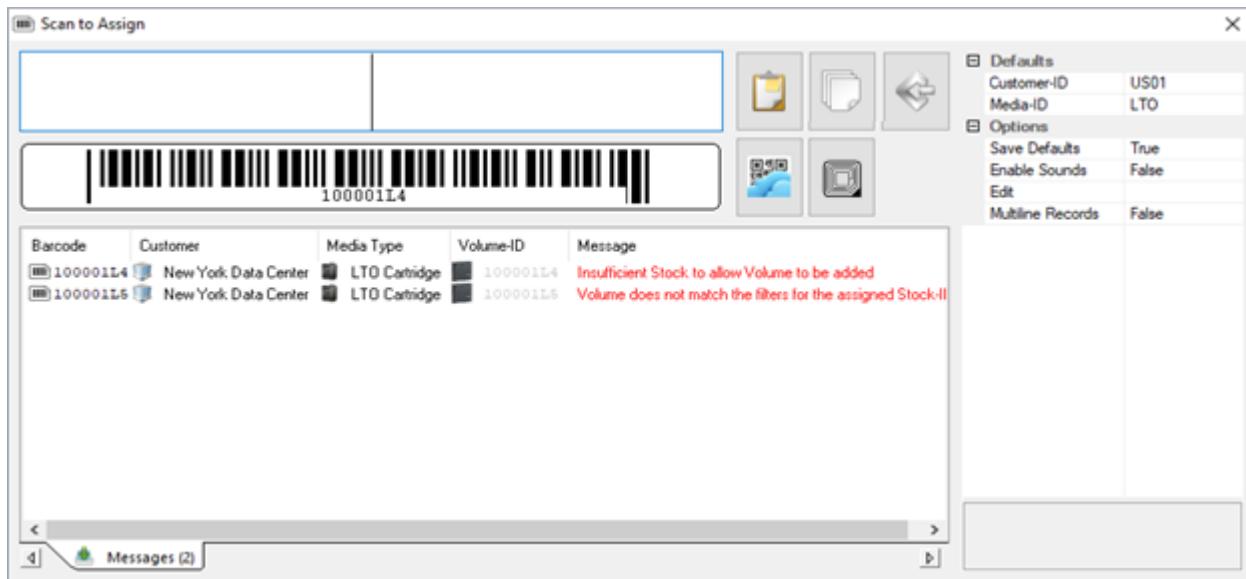


Barcodes that match the Volume-ID filter will be added to the Default Repository for that Customer's media type.

If the scanned **Barcode** is outside the parameters of the **Volume-ID** filter, you will receive the message

Volume does not match the filters for the assigned Stock-ID and the [Volume](#) will not be added.

Any attempts to add [Volumes](#) without Current Stock will give an error message of **Insufficient Stock to allow Volume to be added** and the [Volume](#) will not be added.



Scan To Assign Volumes From TapeMaster Inventory Window

[Volumes](#) can be added directly from the [Customer](#) inventory window in [TapeMaster](#) if the [media options](#) are set to allow this.

Right-click in the Inventory window and select **Special Operations → Scan → Scan To Add Volumes** to open the Scan-In window and Scan-In new [Volume-IDs](#) to the default [Repository](#).

To add [Volumes](#) to the desired [Repository](#) (other than default), right-click the Target [Repository](#) and select **Scan → To Add** to open the Scan-In window.

Scan the new [Volumes](#) and close the Scan window when complete.

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