

# Stock Control

## Overview

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

Select, from the main menu, Administration - Stock Control to open the stock control window.

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
  - Add filter to select Customer ID/s that will use this rule. e.g. For all US customers **US\***
  - Add Media type this rule applies to. e.g. **LTO**
  - Add volume filter to enforce correct volume ID association. e.g. For a 8 character ID ending in L4 **?????L4**
- Totals
  - Insert minimum stock number before you alerted of low stock levels (alert is a future enhancement).
  - Current total of volumes in stock (display only).
- Options
  - Change Enabled to true to make rule active.

Click OK once all data is correct and complete. Close the stock control window to commit the new rule/s to the TapeTrack Database.

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