

# Creating A Zone

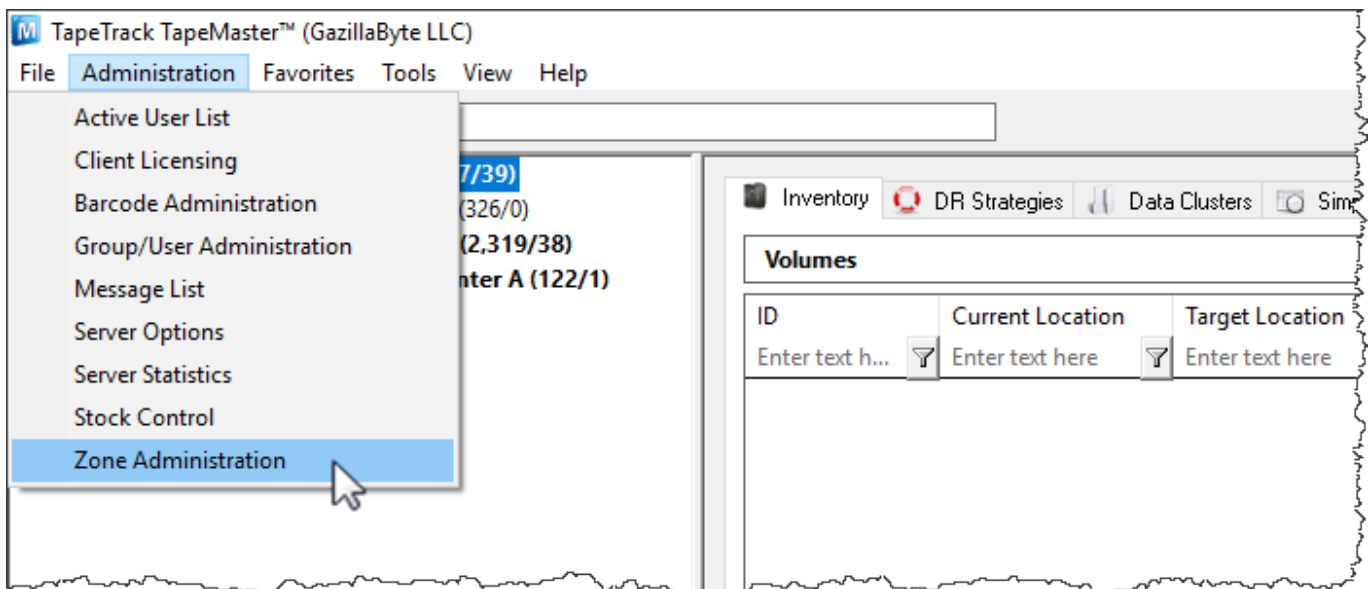
## Overview

This section will explain to you how to create a Zone and also what each of the Zone properties represents.

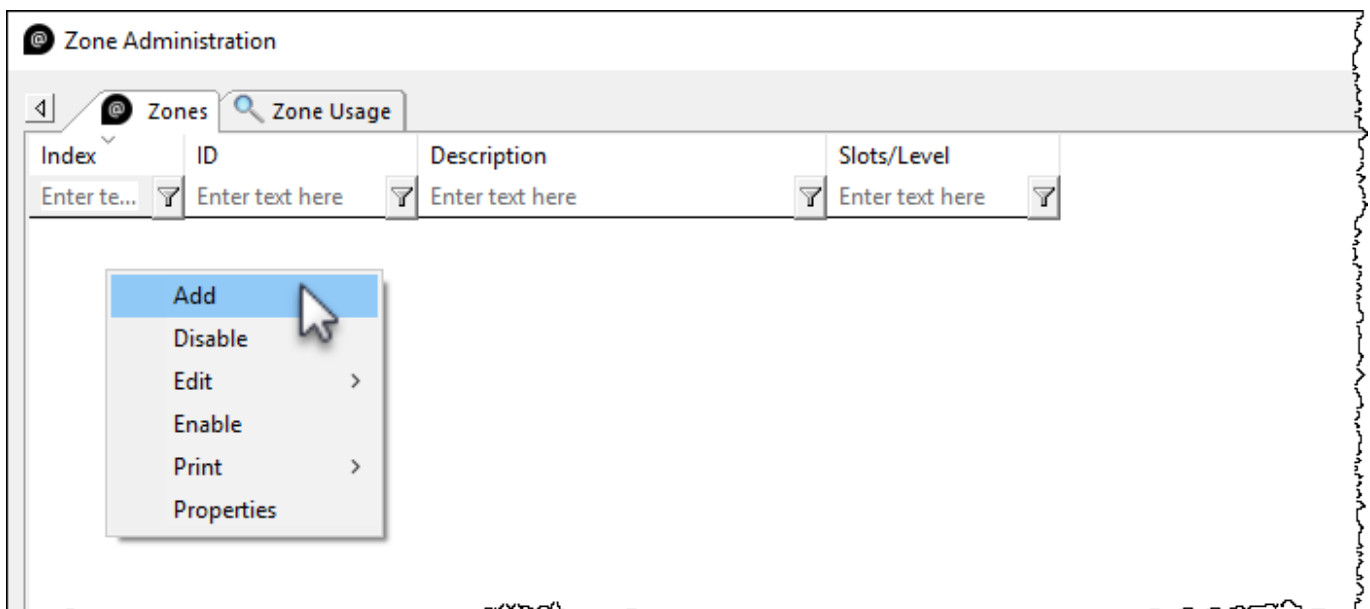
Setting up a zone's parameters allows TapeTrack to give you the specific zone, shelf and slot address to efficiently store and pick volumes.

## Creating A Zone

From the menu click Administration→Zone Administration.

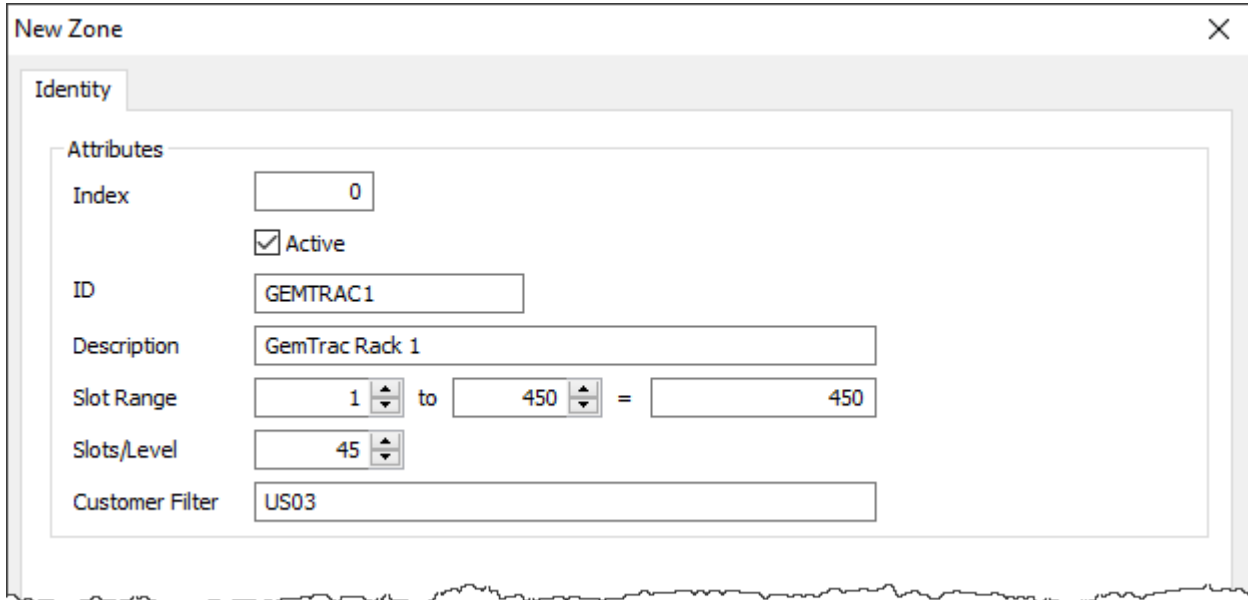


Right click in the main window and select Add.



In the Identity tab add:

- Zone ID
- Zone description
- Total number of slots
- Number of slots per row
- Customer filter (optional)



The screenshot shows a 'New Zone' dialog box with the following fields:

- Index: 0
- Active
- ID: GEMTRAC1
- Description: GemTrac Rack 1
- Slot Range: 1 to 450 = 450
- Slots/Level: 45
- Customer Filter: US03

Click Save.

Once created zones can be [applied to a repository](#)

## Slotting

[Slotting](#) can be done manually or automatically.

From: <https://rtfm.tapetrack.com/> - **TapeTrack Documentation**

Permanent link: [https://rtfm.tapetrack.com/master/admin\\_zone?rev=1503334376](https://rtfm.tapetrack.com/master/admin_zone?rev=1503334376)

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