# Creating and Editing a Zone

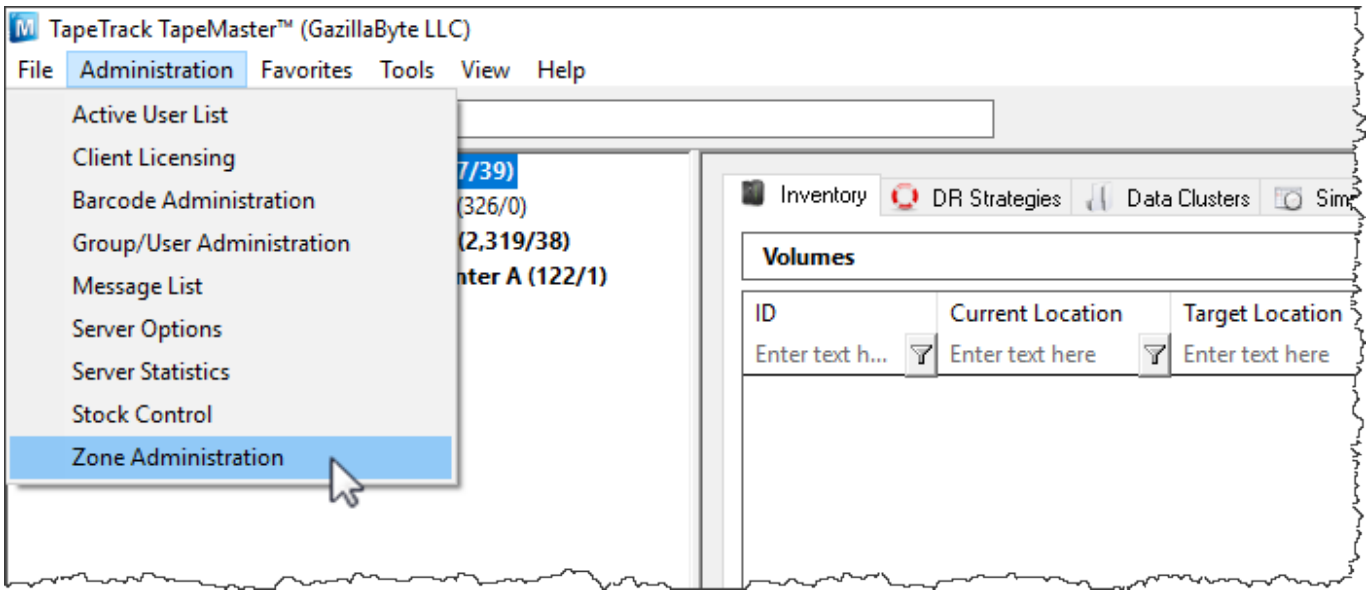
## Overview

A Zone is a TapeTrack Object which represents a physical storage location. Once created a Zone is then mapped to one of more Repositories to facilitate one or more contiguous physical storage locations for a given virtual location.

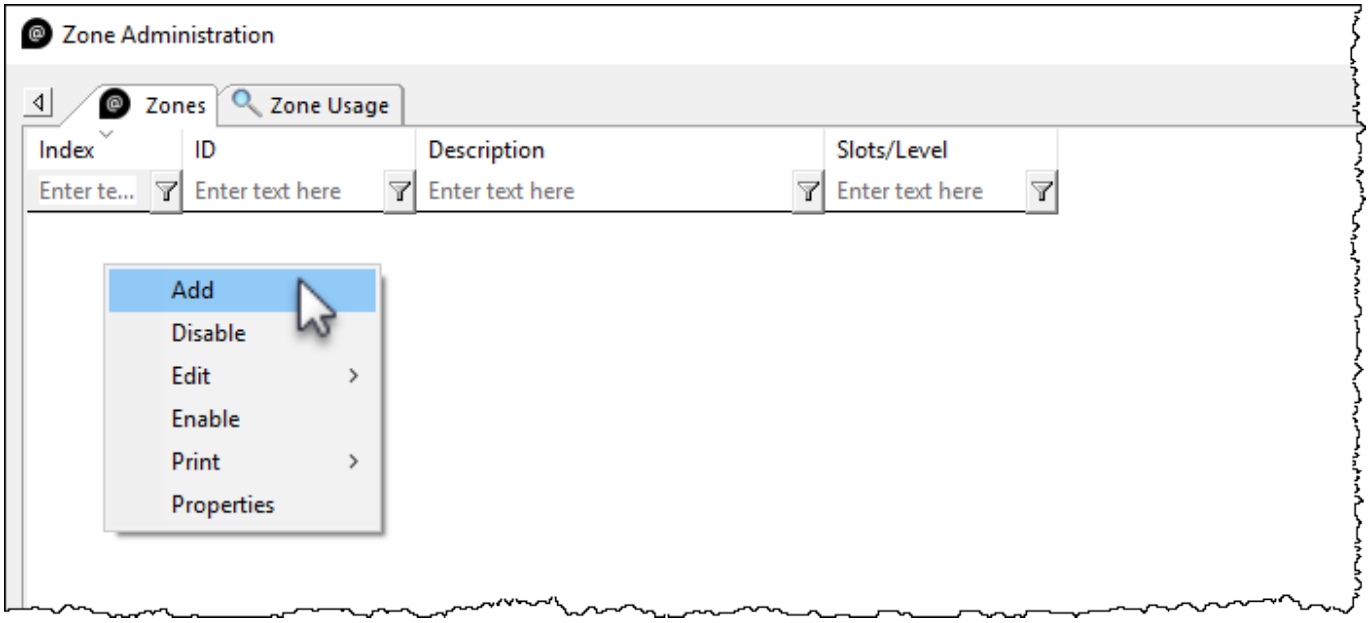
This section will explain to you how to create a Zone, and will also explain in detail how to set each of the Zone Properties.

### Creating A Zone

From the Main Menu, select `Administration→Zone Administration`.

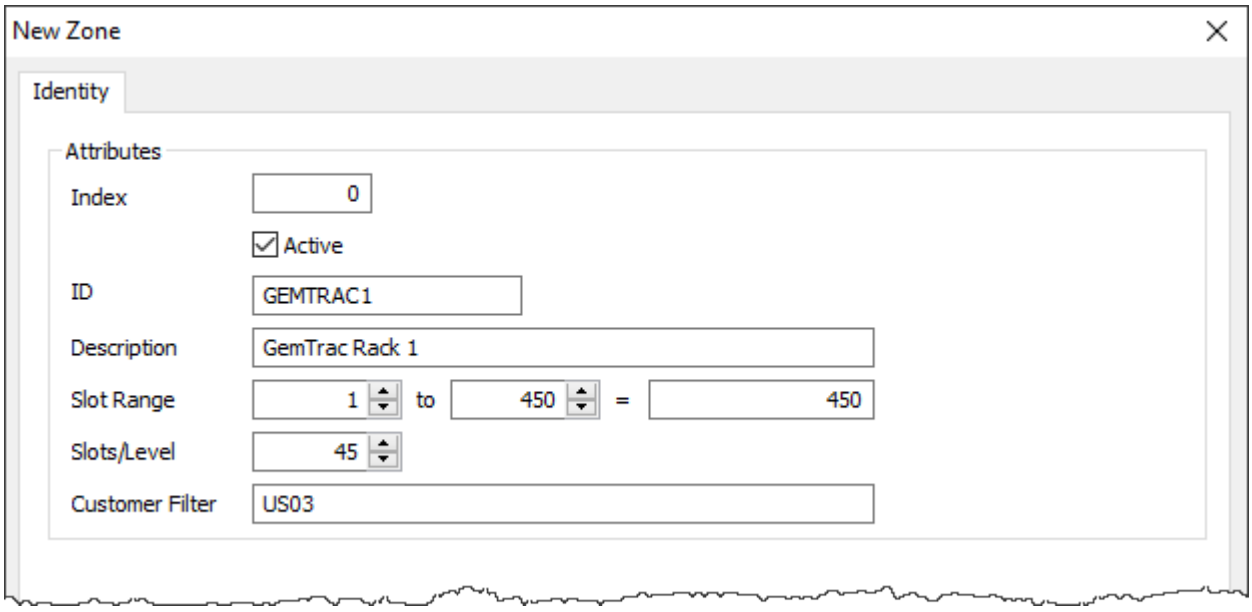



From the Zone Tab, click in the Zone List Window, and then Right click to select Add from the Context Menu.




In the `Identity` tab the Zone properties are:

- **Zone ID** this represents a 1 to 10 character assignable ID for the Zone.
- **Zone description** this represents a long form description of the Zone.
- **Total number of slots** this represents the total number of slots that the Zone contains.
- **Number of slots per row (optional)** this represents the number of slots in each row of the Zone.
- **Customer filter (optional)** this defines which Customers will see the spesific Zone when assigning Zones to a Repository.




Click Save.

## Associated Instructions

Once created, Zones can be then be mapped to one or more Repositories

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