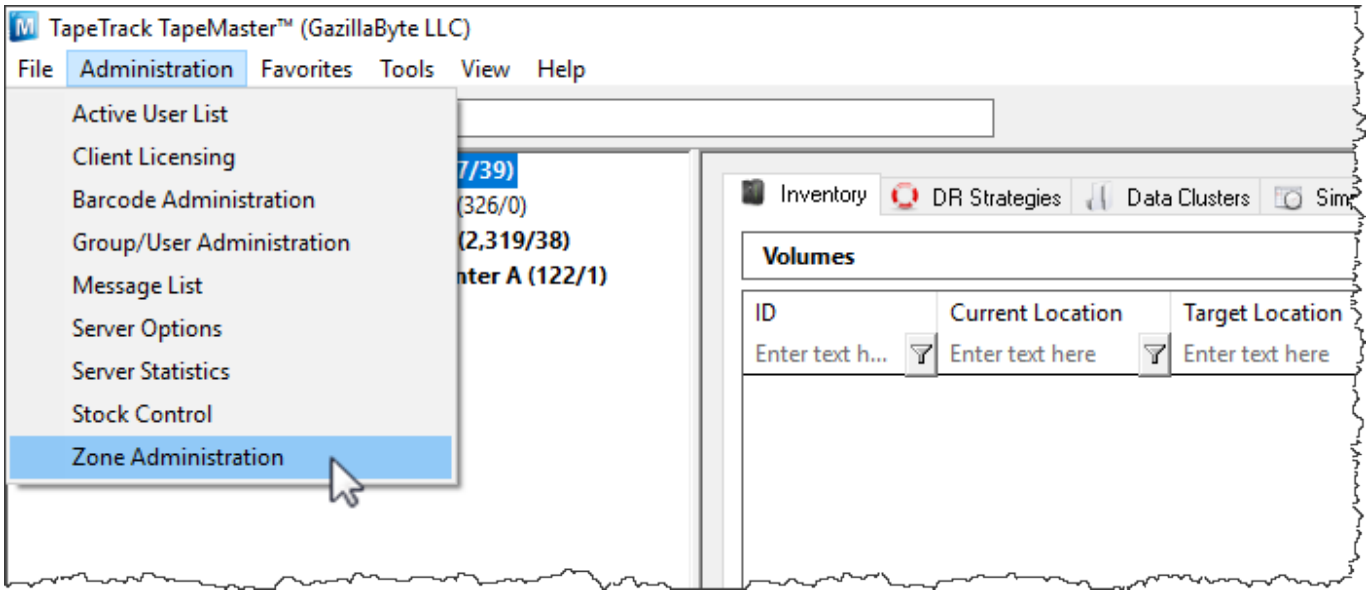
# Adding and Maintaining a Zone

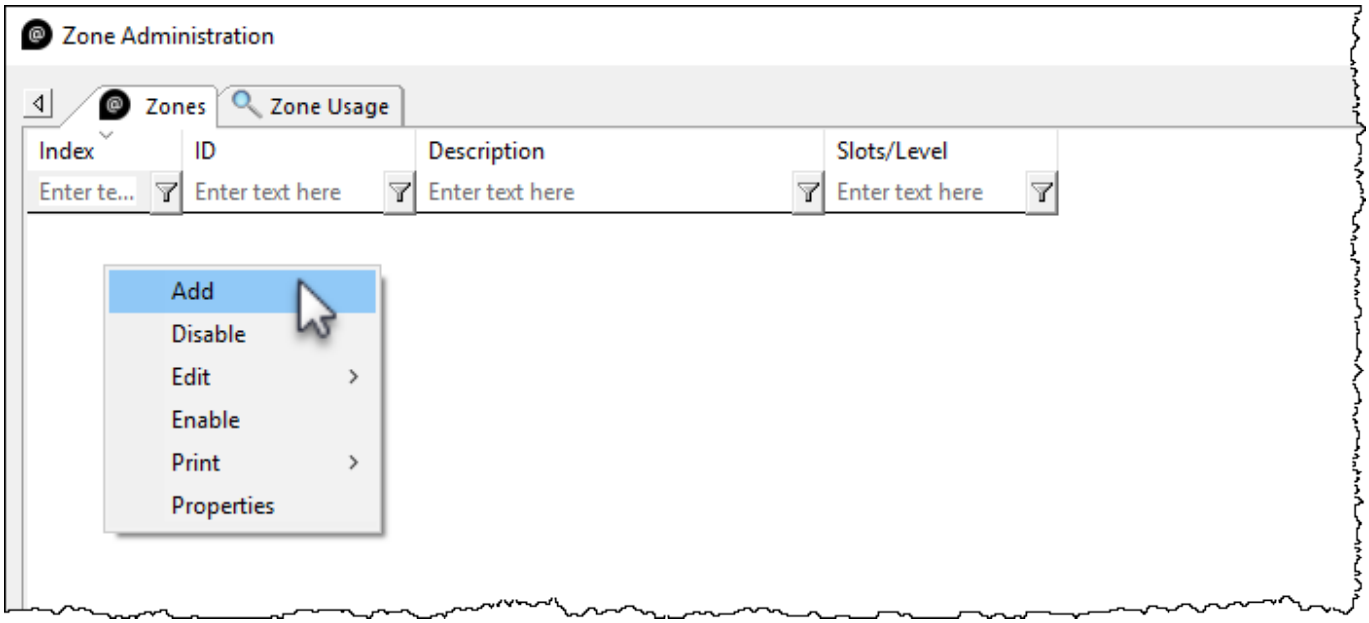
A Zone is a TapeTrack Object which represents a physical storage location. Once created a Zone is then mapped to one of more Repositories to facilitate one or more contiguous physical storage locations for a given virtual location.

## Adding a Zone

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



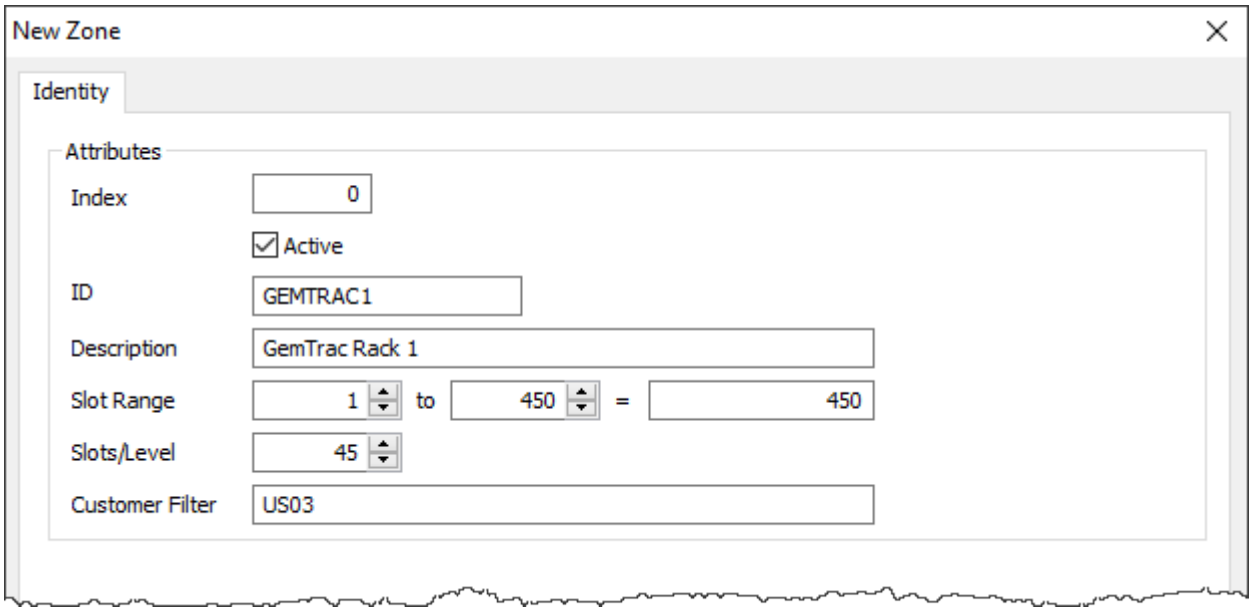

From the Zone Tab, click in the Zone List Window, and then Right click to select Add from the Context Menu.



### The Identity Tab

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 specific Zone when assigning Zones to a Repository.




### The Zone Usage Tab

### Saving the new properties

Click Save.

## Associated Instructions

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

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https://rtfm.tapetrack.com/ - **TapeTrack Documentation**

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