

# 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 a **Repository** to track where volumes are allocated to a storage rack and slot number.

## 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

Identity tab the Zone properties:

- **Zone ID** Assignable ID for the Zone (1 to 10 alphanumeric characters).
- **Zone description** Long form description of the Zone (0 to 20 alphanumeric characters).
- **Total number of slots** Total number of slots that the Zone contains.
- **Number of slots per row (optional)** Number of slots in each row of the Zone.
- **Customer filter (optional)** Limits which [Customers](#) will see the specific Zone when assigning Zones to a [Repository](#).



The screenshot shows a 'New Zone' dialog box with an 'Identity' tab. The 'Attributes' section contains the following fields:

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

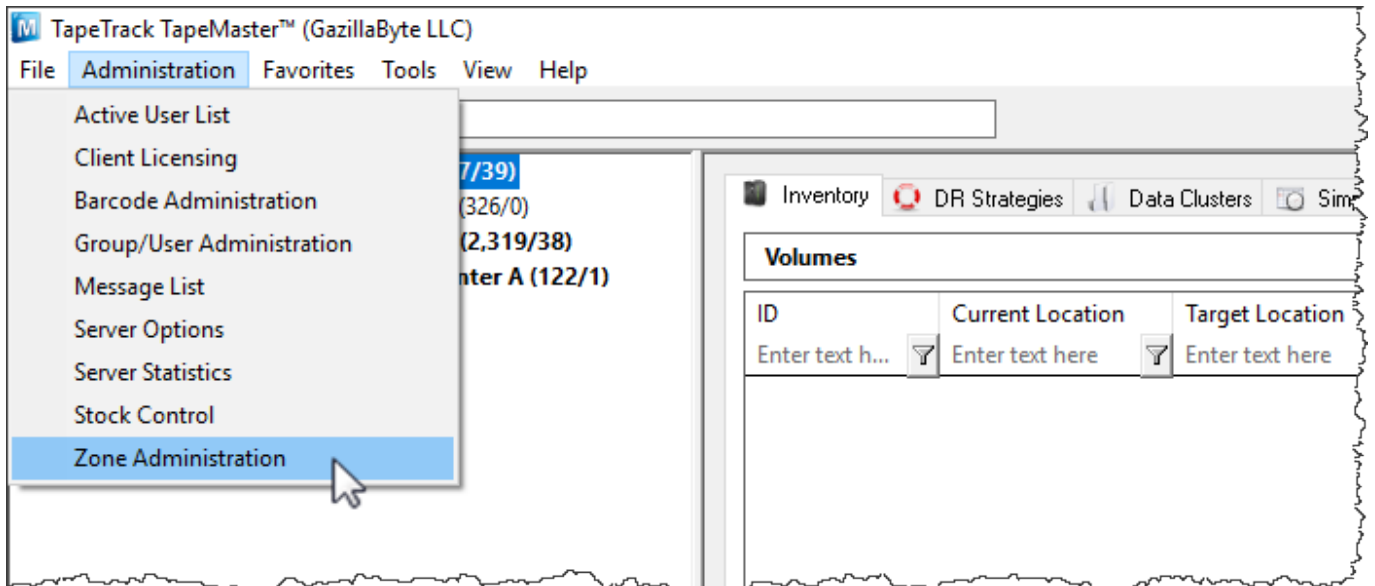
Once all values have been entered click Save.

## Associated Instructions

Once created, Zones can be then be [mapped](#) to one or more [Repositories](#).

## Maintaining a Zone

From the Main Menu, select Administration→Zone Administration.



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

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