

Zone Administration

Zone Administration gives you access to the zone administration window, from which you can add, remove or alter current zones as well as view slots currently in use through the zone usage tab.

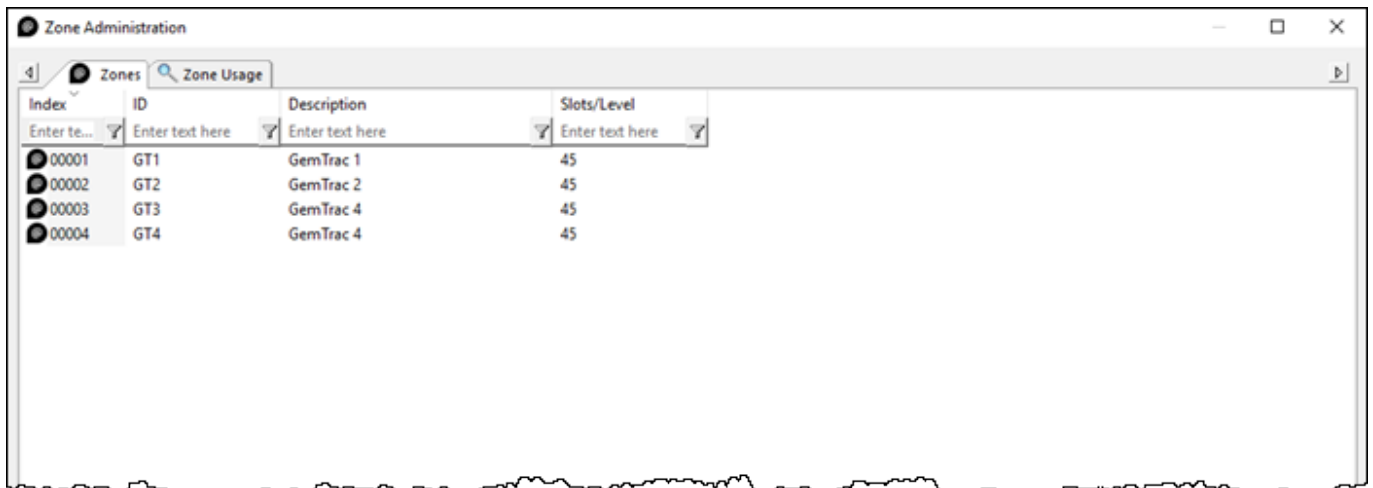
To access the Zone Administration window, from the main menu, select Administration → Zone Administration.



Only users with tapemaster rights have access to the Administrative menu.

Zone Tab

The Zone tab displays current zones index, zone ID's, descriptions and number of slots per level.



The screenshot shows a window titled "Zone Administration" with two tabs: "Zones" and "Zone Usage". The "Zones" tab is active, displaying a table with the following data:

| Index | ID | Description | Slots/Level |
|-------|-----|-------------|-------------|
| 00001 | GT1 | GemTrac 1 | 45 |
| 00002 | GT2 | GemTrac 2 | 45 |
| 00003 | GT3 | GemTrac 4 | 45 |
| 00004 | GT4 | GemTrac 4 | 45 |

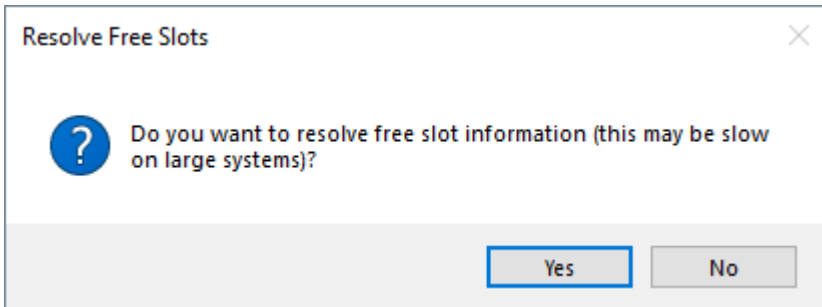
Zone Tab Right Click Options

- **Add**: Adds a new zone.
- **Disable**: Disables the use of the zone.
- **Edit**
 - **Paste (Using Selected Attributes)**
- **Enable**: Enables the use of the zone.
- **Print**
 - **All**: Prints all zones and associated information.
 - **Labels**: Prints labels for use when scanning volumes into zones.
 - **Selected**: Prints selected zones and associated information.
- **Properties**: Opens **Edit Zone** window to edit zone properties and view zone usage information.

Zone Usage Tab

The Zone Usage tab displays the current zone index, zones ID's, Descriptions, assigned Customer and Media and Repository ID's, start and end and total slot numbers, notes, number of used slots, number of free slots and percentage of free slots.

To view the zone usage data, select the Zone Usage tab and click Yes to the **Resolve Free Slots** popup.



A screenshot of the "Zone Administration" application window, showing the "Zone Usage" tab. The table below displays the data for three zones and a total row.

| ZoneID | Zone | Description | Customer | Media | Repository | Start | End | Total | Notes | Used | Free | %-Free |
|--------|------|-------------|----------|-------|------------|-------|-----|-------|-------|------|-------|--------|
| 00003 | GT3 | GemTrac 4 | US04 | LTO | OFFS | 1 | 450 | 450 | | 8 | 442 | 98.22% |
| 00002 | GT2 | GemTrac 2 | US04 | LTO | OFFS | 1 | 450 | 450 | | 5 | 445 | 98.89% |
| 00001 | GT1 | GemTrac 1 | US04 | LTO | OFFS | 1 | 450 | 450 | | 4 | 446 | 99.11% |
| Total | | | | | | | | 1,350 | | 17 | 1,333 | 98.74% |

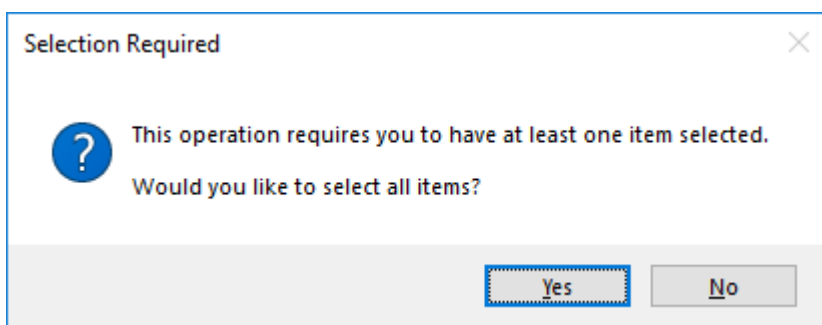
A screenshot of the "Zone Administration" application window, showing the "Zone Usage" tab with a more detailed table. The table includes a "Utilization" column with specific occupancy and free slot counts.

| ZoneID | Zone | Description | Custo... | Me... | Reposit... | Start | End | Total | Notes | Utilization |
|--------|----------|--------------------|----------|-------|------------|-------|------|-------|---------|--|
| 00011 | 2:1 | Drawer 2 divider 1 | US03 | LTO | OFFS | 1 | 20 | 20 | | Occupied(0) / Total(20) = 0%. Free(20) |
| 00008 | 1:4 | Drawer 1 divider 4 | US03 | LTO | OFFS | 1 | 20 | 20 | | Occupied(0) / Total(20) = 0%. Free(20) |
| 00005 | 1:1 | Drawer 1 divider 1 | US03 | LTO | OFFS | 1 | 20 | 20 | | Occupied(12) / Total(20) = 60%. Free(8) |
| 00005 | 1:1 | Drawer 1 divider 1 | US03 | LTO | LIBR | 1 | 20 | 20 | Overlap | Occupied(0) / Total(20) = 0%. Free(20) |
| 00002 | GEMTRAC2 | Gemtrac Rack 2 | US02 | LTO | OFFS | 1 | 450 | 450 | | Occupied(0) / Total(450) = 0%. Free(450) |
| 00007 | 1:3 | Drawer 1 divider 3 | US03 | LTO | OFFS | 1 | 20 | 20 | | Occupied(0) / Total(20) = 0%. Free(20) |
| 00007 | 1:3 | Drawer 1 divider 3 | US03 | LTO | LIBR | 1 | 20 | 20 | Overlap | Occupied(0) / Total(20) = 0%. Free(20) |
| 00001 | GEMTRAC1 | GemTrac Rack 1 | US02 | LTO | OFFS | 1 | 550 | 550 | | Occupied(15) / Total(550) = 3%. Free(535) |
| 00001 | GEMTRAC1 | GemTrac Rack 1 | US04 | LTO | OFFS | 1 | 550 | 550 | Overlap | Occupied(10) / Total(550) = 2%. Free(540) |
| 00001 | GEMTRAC1 | GemTrac Rack 1 | US03 | CO... | OFFS | 1 | 550 | 550 | Overlap | Occupied(4) / Total(550) = 1%. Free(546) |
| 00012 | 2:2 | Drawer 2 divider 2 | US03 | LTO | OFFS | 1 | 2000 | 2000 | | Occupied(0) / Total(2000) = 0%. Free(2000) |
| 00009 | 1:5 | Drawer 1 divider 5 | US03 | LTO | OFFS | 1 | 20 | 20 | | Occupied(0) / Total(20) = 0%. Free(20) |
| 00006 | 1:2 | Drawer 1 divider 2 | US03 | LTO | OFFS | 1 | 20 | 20 | | Occupied(0) / Total(20) = 0%. Free(20) |
| 00006 | 1:2 | Drawer 1 divider 2 | US03 | LTO | LIBR | 1 | 20 | 20 | Overlap | Occupied(0) / Total(20) = 0%. Free(20) |

Selected zones can be printed by right clicking highlighted zones and selecting Print → Selected, or Print → All to print all zones.

| ZoneID | Zone | Description | Customer | Media | Repository | Start | End | Total | Notes | Used | Free | %-Free |
|--------|-------|-------------|----------|-------|------------|-------|-----|-------|-------|------|-------|--------|
| 00001 | GT1 | GemTrac 1 | US04 | LTO | OFFS | 1 | 450 | 450 | | 4 | 446 | 99.11% |
| 00 | Print | | US04 | LTO | OFFS | 1 | 450 | 450 | | 5 | 445 | 98.89% |
| 00003 | GT3 | | US04 | LTO | OFFS | 1 | 450 | 450 | | 8 | 442 | 98.22% |
| Total | | | | | | | | 1,350 | | 17 | 1,333 | 98.74% |

To export to a file press **Ctrl → e**.



Select **Yes** on the Selection Required window.

Then select the output format from:

- Comma Delimited File (CSV)
- Microsoft Excel
- Text file
- XML File

By default the **Open file when export is complete** is checked, uncheck if you do not want the file to open on export.

Click **OK** to export or **Cancel** to abort the process.

Export Type Selection

You can export this list to different formats.
Please select an export type:

Adobe Acrobat File (PDF)
 Comma Delimited File (CSV)
 Microsoft Excel
 Text File
 XML File (XML)

Open file when export is complete

Select All OK Cancel

The export will contain 1 selected records

Click the X in the top right corner to exit.

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