

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

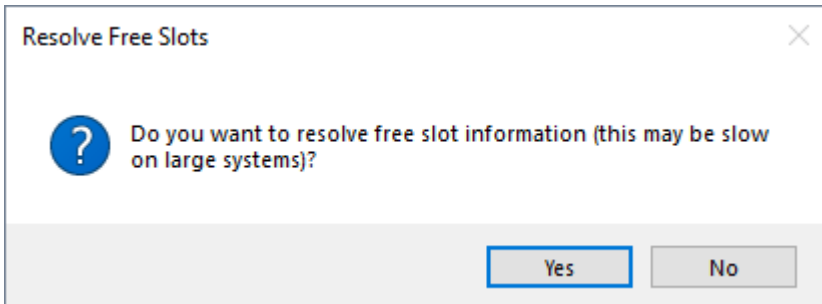
Zone Tab Right Click Options

- **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.



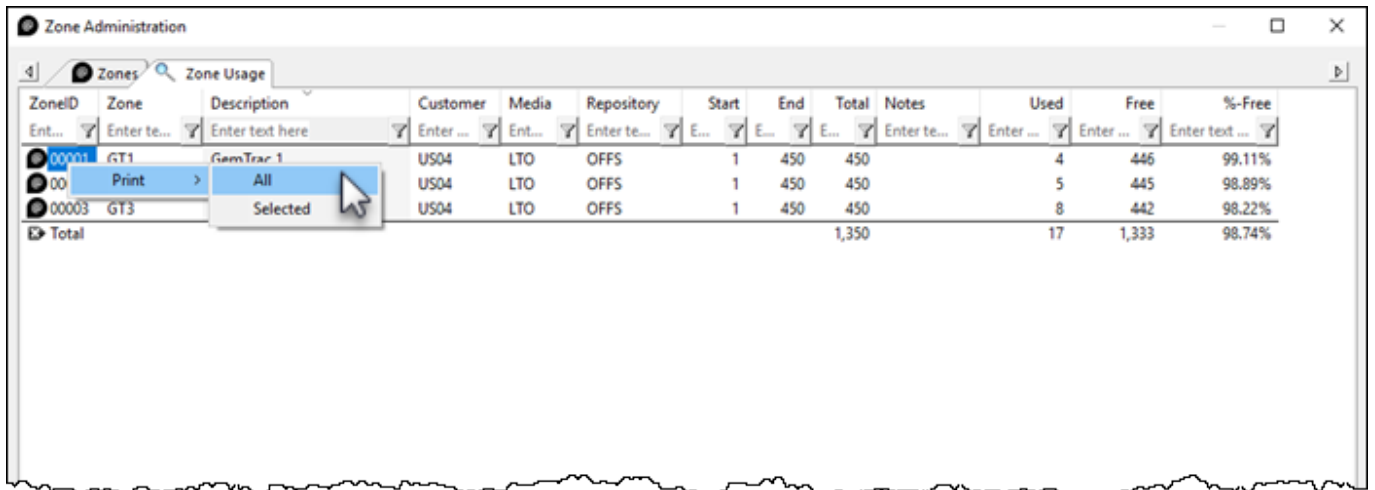
A screenshot of the "Zone Administration" application window, showing the "Zone Usage" tab. The window title is "Zone Administration". The interface includes a search bar and a table with the following columns: ZoneID, Zone, Description, Customer, Media, Repository, Start, End, Total, Notes, Used, Free, and %-Free. The table contains three rows of data 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. The window title is "Zone Administration". The interface includes a search bar and a table with the following columns: ZoneID, Zone, Description, Custo..., Me..., Reposit..., Start, End, Total, Notes, and Utilization. The table contains 15 rows of data, including various drawer dividers and GemTrac racks.

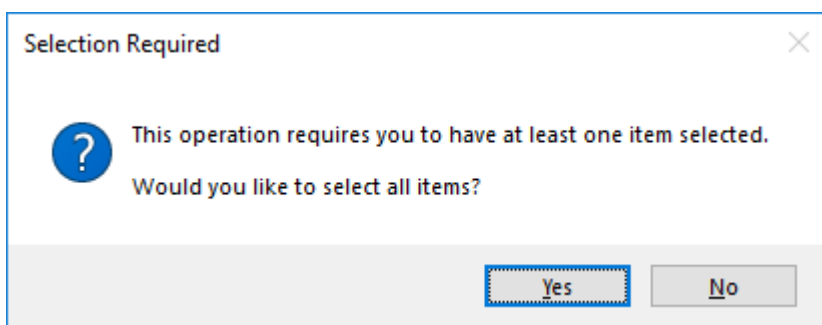
ZoneID	Zone	Description	Custo...	Me...	Reposit...	Start	End	Total	Notes	Utilization
00011	2:1	Drawer 2 divider 1	US03	LTO	OFFS	1	20	20		Occupied(0) / Total(20) = 0%. Free(20)
00008	1:4	Drawer 1 divider 4	US03	LTO	OFFS	1	20	20		Occupied(0) / Total(20) = 0%. Free(20)
00005	1:1	Drawer 1 divider 1	US03	LTO	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

i The export will contain 1 selected records

Click the X in the top right corner to exit.

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