## **Selecting A Container And Adding Volumes**

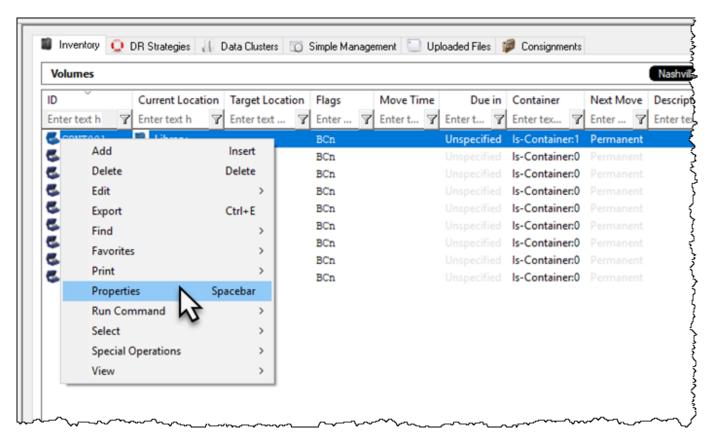
## **Adding Volumes From Windows Clipboard**

Copy Volume-ID's to your windows clipboard,



To paste in volumes you must either select a container in the same media type as the volumes or ensure copied Volume-ID's are fully qualified

Right-click container and select Properties



Select the **Container Contents** tab.

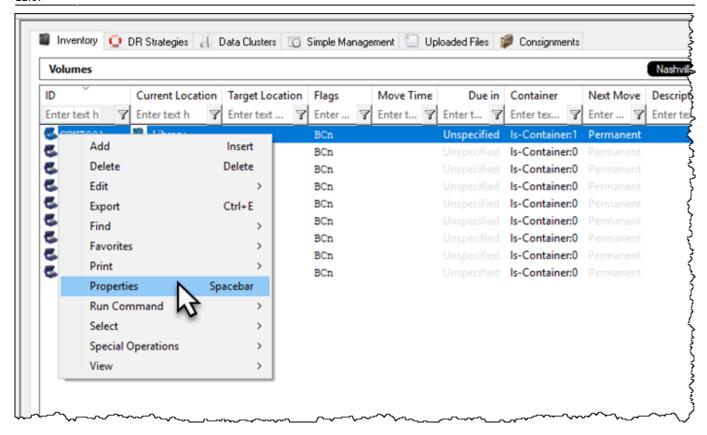
Right-click main window and select Edit → Paste Volumes

Click Save to close container properties window.

## **Adding Volumes Via Scan Window**

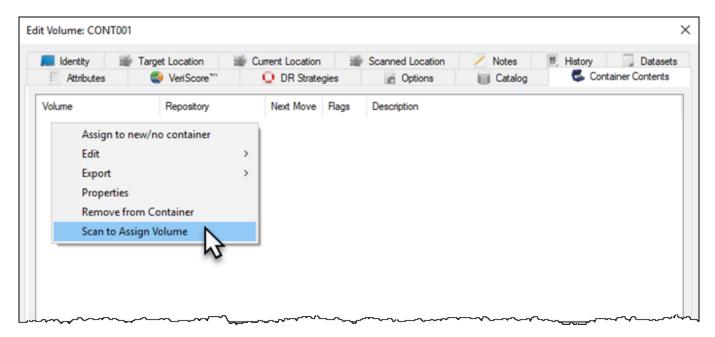
Right-click container and select Properties, or double click.

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## Select Container Contents tab.

Right-click main window and select Scan to Assign Volume to open the scan-in window.



Scan the volumes, using your preferred scanning method.



If scanning unqualified barcodes ensure correct Customer-ID and Media-ID are set in the **Default** fields in the top right of the scan window.

Click X at the top right of the scan-in window to close.

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Click Save to close the container properties window.

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