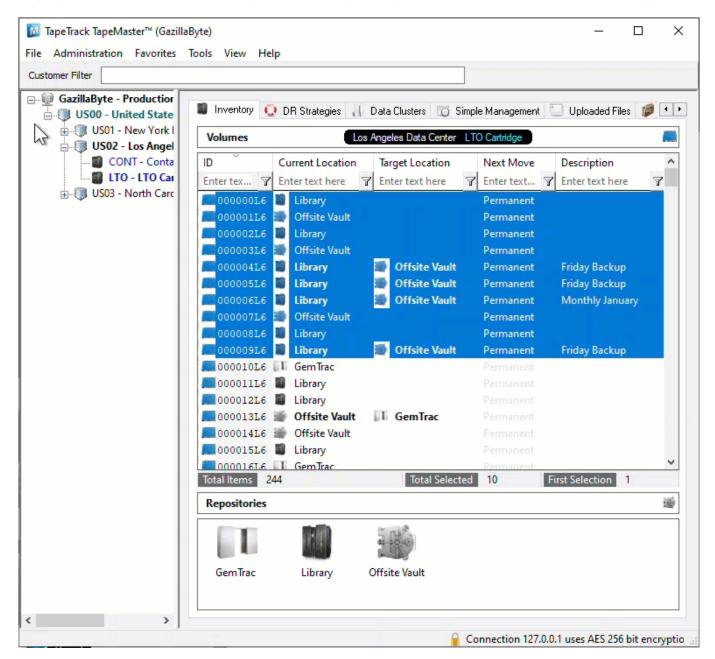
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# **Inventory Tab**

The Inventory Administration Tab is the main access point for Asset Management in TapeMaster. It displays all of the Volumes and Repositories being managed in the selected Customer/Media Type.



# **Right-Click Options**

- Edit
   Copy
  - Attributes: Copies the displayed attributes of selected Volumes to the clipboard.
  - Containers: Copies the Container ID's (Cust.Media.Cont) the selected Volume/s are assigned to.
  - Unqualified Volumes: Copies the unqualified Volume-ID's (no Customer-ID or Media-ID) of the selected Volumes.

- Unqualified Volumes (without suffix): Copies the unqualified Volume-ID's (no Customer-ID or Media-ID) without the suffix (e.g. 123456L6 will copy as 123456) of the selected Volumes.
- Volumes (Ctrl\_C): Copies the Volume-ID's (including Customer-ID and Media-ID) of the selected Volumes.

#### • Paste

- Attributes: Pastes clipboard contents into the displayed Attribute of the selected Volumes.
- Select In List:
  - Attribute: Selects Volume from the inventory using the Attribute values in the clipboard.
  - Volume: Selects Volume from the inventory using the volume-ID's in the clipboard.
- Volumes (Ctrl+V): When focus is in the inventory window, creates new Volume from the value/s in the clipboard. When focus is in the filter fields, pastes value into the filter.
- Value by ID
  - Attribute: Pastes in Attribute values by Volume-ID.
  - Long Barcode: Pastes in Long Barcode value to associated Hashed Volume-ID's
  - Next Move: Pastes in next move date by Volume-ID.

#### • Find

- Notes: Display Volume notes from search criteria.
- o Datasets: Display Volume Datasets from search criteria.

#### Favorites

- Set: Add favorite Flag to selected Volumes.
- Un-Set: Remove favorite Flag to selected Volumes.

#### Reports

- Attribute Table: Displays table listing and pie chart of selected Volumes Attribute values.
- Catalog Table: Displays table of Catalog values.
- ∘ Date Aging
  - Birthday: Displays a table and bar graph of selected Volumes birthday or creation date.
  - Expiry Date: Displays a table and bar graph of selected Volumes expiry date.
  - Last Audit Failure Time: Displays a table and bar graph of selected Volumes
    last audit failure.
  - Last Mount: Displays a table and bar graph of selected Volumes last mount date and time.
  - Last Move Time: Displays a table and bar graph of selected Volumes last move date and time.
  - Last Read Time: Displays a table and bar graph of selected Volumes last read time.
  - Last Sync: Displays a table and bar graph of selected Volumes last sync date and time.
  - Last Write Time: Displays a table and bar graph of selected Volumes last write date and time.
  - Last Update Time: Displays a table and bar graph of selected Volumes last update day and time.
  - Next Move: Displays a table and bar graph of selected Volumes next move date.
- Generation Dispursement Table: Displays a table of selected Volumes based on

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volume generation (e.g. LTO 4, LTO 5 etc) as well as scratch status.

- ∘ Health Table
- History Rewind: Displays Volume location based on a date or range of dates.
- History: Displays Volume history including location, date, movement, scan and user information of selected Volumes.

# Special Operations

- Add Note: Opens Add Note window to add a note to selected Volumes.
- Check for Duplicate within Customer: Checks for duplicate Volume-ID's within the selected customers other media types.
- Capture Home Slot: Sets currently assigned Slot as Home Slot.
- Confirm: Confirms selected Volumes into their target Repository.
- ∘ Container
  - De-Register: De-registers, or removes, a Volume's container status.
  - Register: Registers a Volume as a Container.
  - Purge: Removes all Volumes assigned to the container.
- Detect missing Volumes in Sequence: Highlights any Volumes missing from a numerical sequence of selected Volumes.
- $\circ$  Modify
  - Assign to new/no Container: Opens the Container Selection window to select Container assignment.
  - Data Cluster: Opens Data Cluster Selection window to assign selected Volumes to a data cluster.
  - Generation: Assigns generation value to selected Volumes.
  - Home Repository: Assigns a Home Repository value to the selected Volumes.
  - Flags: Opens the Modify Flags window to add, remove or toggle the selected Volumes Flags.
  - Next Move: Opens the Next Move Date Selection window to set the next move date for the selected Volumes.
- Scan
  - Scan to Add Volumes: Opens the Barcode Scanning Window and add the Volumes being scanned to the selected Customer and Media Type.
  - Scan to Select Volumes: Opens the Barcode Scanning Window and select the Volumes being scanned in the Volume List.
- Search Next Move Dates: Opens Next Move Date Search window, displaying Volume-ID's and move dates based on filter criteria.
- Show Next Move in Month View: Opens a window displaying the move dates for the selected Volume(s) in a calendar format.
- Slots
  - Find Duplicate Slots: Searches the current Media Type for any slots occupied by multiple Volumes.
- Support
  - Create Export File Creates a TapeTrack export file to send to the GazillaByte helpdesk to help troubleshooting problems.

## Special Printing

• Labels: Print barcode labels of selected Volumes.

#### Run Command

- Eject Volumes (Netbackup)
- Eject Volumes (Networker)

- Add (Insert): Add a new Volume to the current Inventory window.
- **Delete** (**Delete**): Delete the selected Volumes.
- Properties (Spacebar): Opens the Properties window for each of the selected Volumes.
- **Refresh (F5)**: Refreshes the displayed data with the database.
- **Swap Location (Backspace)**: Toggles the selected Slotted Volumes display between virtual and physical Slots.
- Toggle Warning Flag (F2): Adds or removes Warning Flag from selected Volumes.
- Toggle Move Lock Flag (F3): Adds or removes Move Lock Flag from selected Volumes.
- Confirm (F4): Confirms Volumes into the Target Repository.

## • Copy Column

- ID: Copies Volume-ID's of selected Volumes to Windows clipboard.
- Current Location: Copies Current Locations of selected Volumes to Windows clipboard.
- Target Location: Copies Target Locations of selected Volumes to Windows clipboard.
- Flags: Copies Flags of selected Volumes to Windows clipboard.
- Move Time: Copies Move times of selected Volumes to Windows clipboard.
- Due In: Copies Due In times of selected Volumes to Windows clipboard.
- Container: Copies assigned Containers of selected Volumes to Windows clipboard.
- Next Move: Copies Next Move dates of selected Volumes to Windows clipboard.
- Description: Copies Descriptions of selected Volumes to Windows clipboard.

#### • Count Unique Values

- ID: Copies Volume-ID's of selected Volumes and displays unique values in a pie chart and list with totals.
- Current Location: Copies Current Locations of selected Volumes and displays unique values in a pie chart and list with totals.
- Target Location: Copies Target Locations of selected Volumes and displays unique values in a pie chart and list with totals.
- Flags: Copies Flag combinations of selected Volumes and displays unique values in a pie chart and list with totals.
- Move Time: Copies Move Times of selected Volumes and displays unique values in a pie chart and list with totals.
- Due In: Copies Due In times of selected Volumes and displays unique values in a pie chart and list with totals.
- Container: Copies assigned Containers of selected Volumes and displays unique values in a pie chart and list with totals.
- Next Move: Copies Next Move dates of selected Volumes and displays unique values in a pie chart and list with totals.
- Description: Copies Descriptions of selected Volumes and displays unique values in a pie chart and list with totals.
- Export (Ctrl+E): Export selected Volumes to file, either PDF, CSV, Excel, Text or XML.

## Filters

- ∘ Clear All (Ctrl+F): Clear all filters.
- ∘ Save (Ctrl+K): Save current filters.
- Restore (Ctrl+L): Restore saved filters.
- **Print** (Ctrl+P): Export selected Volumes to PDF.

# • Select

- All: Selects all Volume of current Customer's media.
- Invert: Inverts selection of the selected Volumes of current Customer's Media

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• Random: Selects a user set number of records at random.

### • View

- ∘ Icon (Ctrl+1): Set inventory view to Icons.
- ∘ List (Ctrl+2): Set inventory view to List.
- Report (Ctrl+3): Set inventory view to Report.
- ∘ Small Icon (Ctrl+4): Set inventory view to Small Icons.

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