

# 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

- **Add (Insert)**: Add a new [Volume](#).
- **Delete (Delete)**: Delete a [Volume](#).
- **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: Creates new [Volume](#) from the value/s in the clipboard.
    - **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.
  - **Datasets**: Display [Volume](#) Datasets from search criteria.
- **Favorites**
  - **Set**: Add favorite flag to selected [Volumes](#).
  - **Un-Set**: Remove favorite flag to selected [Volumes](#).
- **Properties (Spacebar)**
- **Reports**
  - **Attribute Pie**: Displays a pie graph of selected [Volumes](#) attribute values.
  - **Attribute Table**: Displays table listing of selected [Volumes](#) attribute 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 Move Time:** Displays a table and bar graph of selected **Volumes** last move date and 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 Disbursement Table:** Displays a table of selected **Volumes** based on 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.
  - **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**.
  - **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.
- **Run Command**
  - **Eject Volumes (Netbackup)**
  - **Eject Volumes (Networker)**
- **Special Printing**
  - **Labels:** Print barcode labels of selected [Volumes](#).
- **Copy Column**
  - **ID**
  - **Current Location**
  - **Target Location**
  - **Flags**
  - **Move Time**
  - **Due In**
  - **Container**
  - **Next Move**
  - **Description**
- **Clear All Filters (Ctrl+F)**
- **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
  - **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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