

# 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)**: 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.
  - **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
  - **Birthdate**: 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.
  - Extras
    - Display Gridlines (Ctrl+9)
    - Display Pyjama Paper Style (Ctrl+8)

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