

# 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](#).

ID	Current Location	Target Location	Next Move	Description
000012L6	Library	Transport	Permanent	
000013L6	Offsite Vault	Offsite Vault [000282]	Thursday, January 01, 1970 (-18786...	
000014L6	Offsite Vault	Offsite Vault [000283]	Permanent	
000015L6	Offsite Vault	Offsite Vault [000284]	Permanent	
000016L6	Offsite Vault	Library	Permanent	
000017L6	Offsite Vault	Library	Permanent	
000018L6	Library		Permanent	
000019L6	Offsite Vault	Library	Permanent	
000020L6	Offsite Vault	Offsite Vault [000014]	Permanent	
000021L6	Offsite Vault	Library	Permanent	
000022L6	Offsite Vault	Offsite Vault [000285]	Permanent	
000023L6	Offsite Vault	Offsite Vault [000286]	Permanent	

## 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**
    - **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 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 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.
  - **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**.
  - **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+I): 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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