

Adding and Deleting Media Types

This page details how to Add or Delete Media Types.

Adding a new Media Type

Right-click a Customer and select **Add Media Type**. This will launch the Edit New Media Window.



This will launch a **Edit New Media** window. The first tab on the **Edit New Media** window is the **Identity** tab. The **Identity** tab requires the input of a **Media ID** and a **Media Type Description**. You can add up to four characters as the **Media-ID** and up to twenty characters for the **Media Type Description**.



The **Options Tab** provides options for the new **Media Type**. These options are identical to those in the **Options Tab** in the **Media Type Properties Window**.

Click **Save**

The next prompt will be to add the relevant repositories.

Deleting Media Types



Right-click a **Media Type** in the **Customer Tree**. Select **“Delete Media Type”**.

Note: **Media Types** that contain **Repositories** and/or **Volumes** cannot be deleted. For more information, see: [Adding and Deleting Repositories](#) [Adding and Deleting Volumes](#)

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