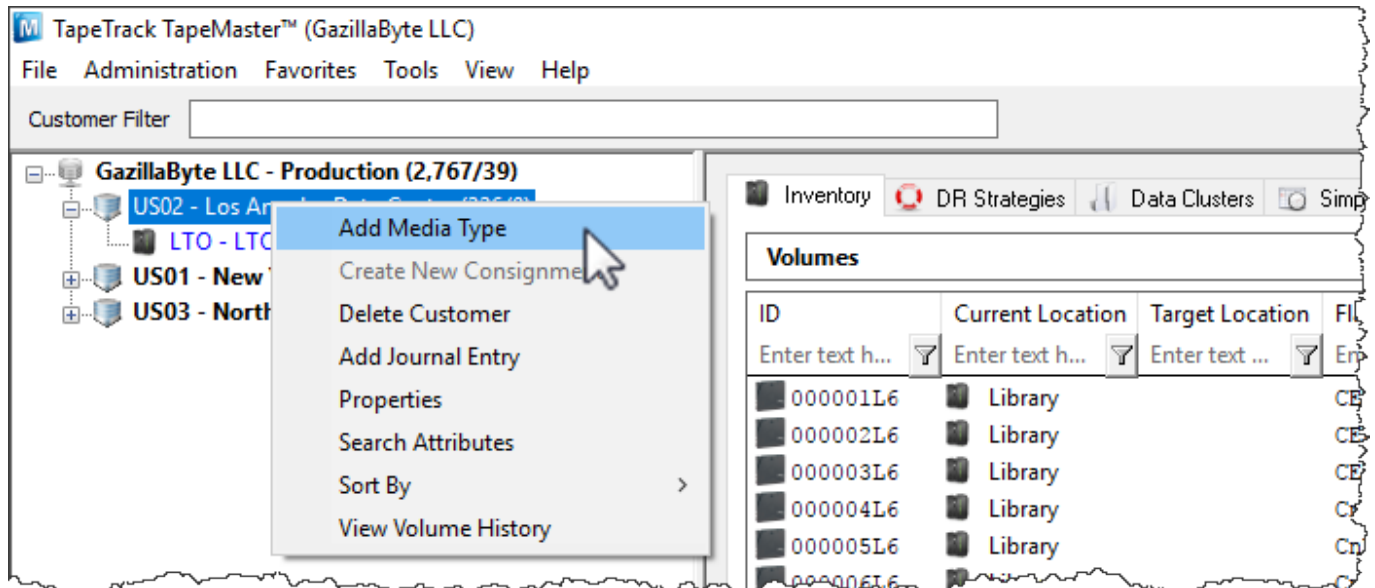


# Adding and Deleting Media Types

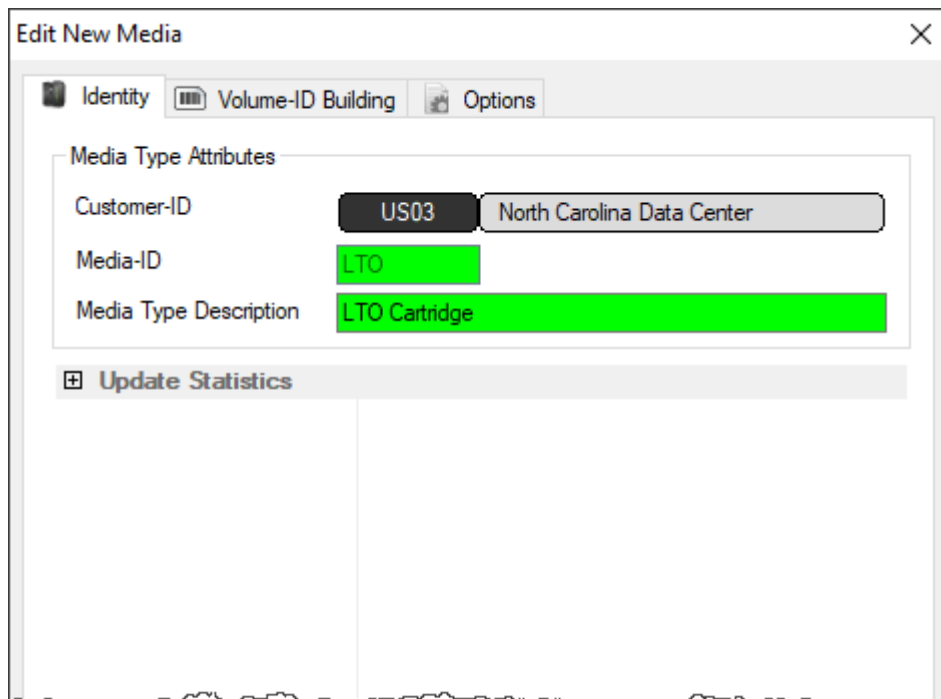
This page details how to Add or Delete Media Types.

## Adding a new Media Type

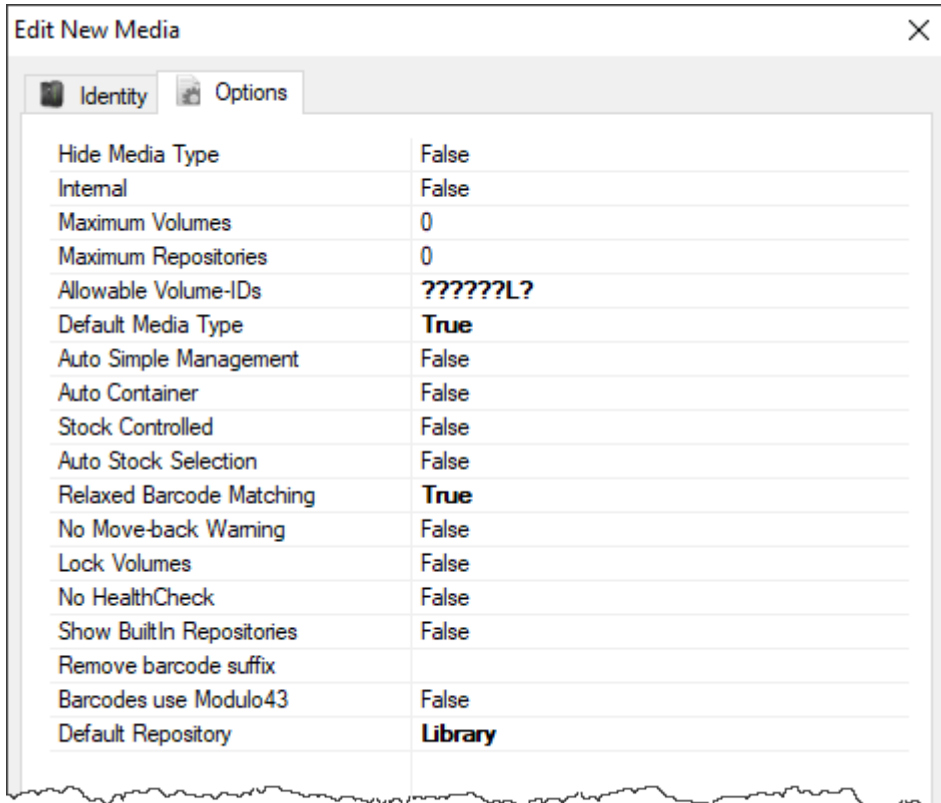
Right-click a Customer and select Add Media Type This will launch the Edit New Media Window.



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. Set the option values required.

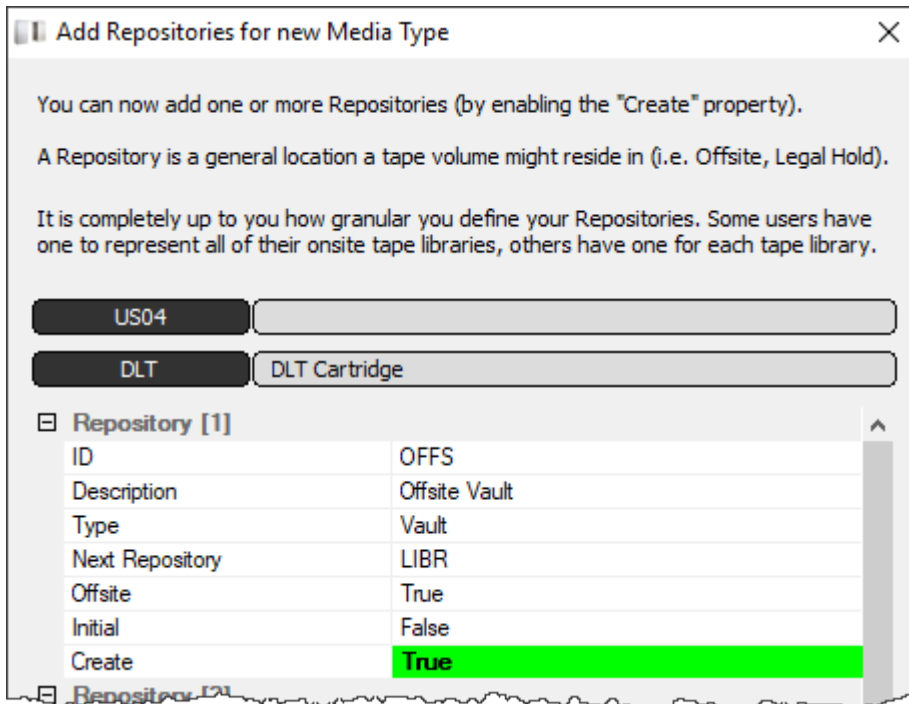


Property	Value
Hide Media Type	False
Internal	False
Maximum Volumes	0
Maximum Repositories	0
Allowable Volume-IDs	?????L?
Default Media Type	<b>True</b>
Auto Simple Management	False
Auto Container	False
Stock Controlled	False
Auto Stock Selection	False
Relaxed Barcode Matching	<b>True</b>
No Move-back Warning	False
Lock Volumes	False
No HealthCheck	False
Show BuiltIn Repositories	False
Remove barcode suffix	
Barcodes use Modulo43	False
Default Repository	<b>Library</b>

- **Hide Media Type**
- **Internal**
- **Maximum Volumes**
- **Maximum Repositories**
- **Allowable Volume-ID's**
- **Default Media Type**
- **Auto Simple Management**
- **Auto Container**
- **Stock Controlled**
- **Auto Stock Selection**
- **Relaxed Barcode Matching**

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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