

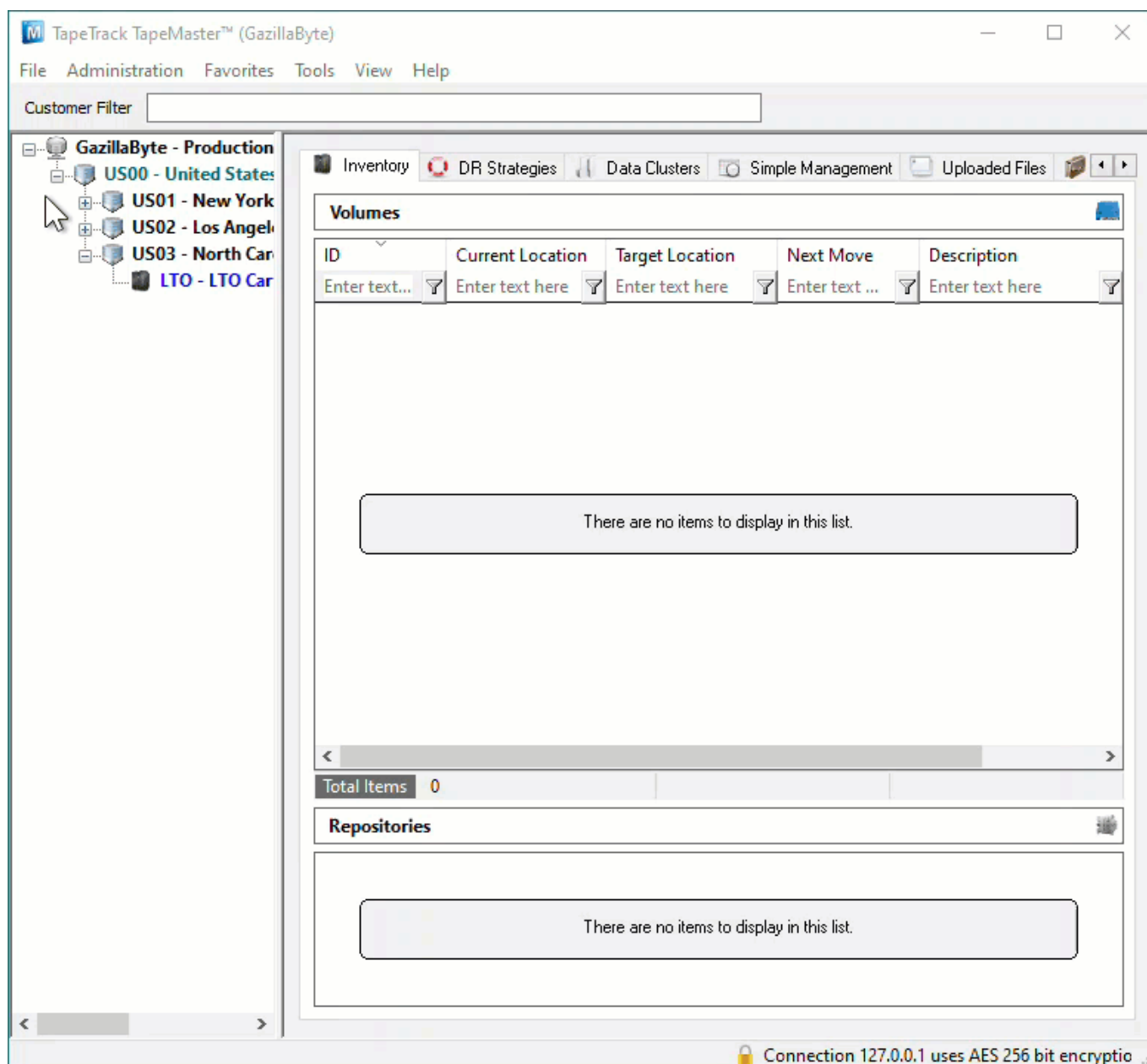
# Adding and Maintaining Media Types

Media is usually separated in TapeTrack according to the [Media Type](#) (eg LTO, CD or 359x). [Media Generations](#), such as LTO3 and LTO4, are traditionally grouped together.

[Media Types](#) can be [added](#), or [removed](#), as required for each [Customer](#).

## Adding Media Types

To add a [Media Type](#), right-click a [Customer](#) and select Add Media Type.



## Identity Tab

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](#) (up to four alphanumeric characters) and a [Media Description](#) (up to twenty alphanumeric characters). While the [Media Description](#) can be edited at any time, the [Media-ID](#) is permanent and cannot be changed once created.



## Options Tab

The Options tab provides options for the new [Media Type](#).

The screenshot shows a dialog box titled "Edit New Media" with a close button (X) in the top right corner. It has two tabs: "Identity" (selected) and "Options". Under the "Identity" tab, there is a section titled "Media Type Attributes" containing three input fields:

- Customer-ID:** A dropdown menu showing "US03" and a text box containing "North Carolina Data Center".
- Media-ID:** A text box containing "LTO".
- Media Type Description:** A text box containing "LTO Cartridge".

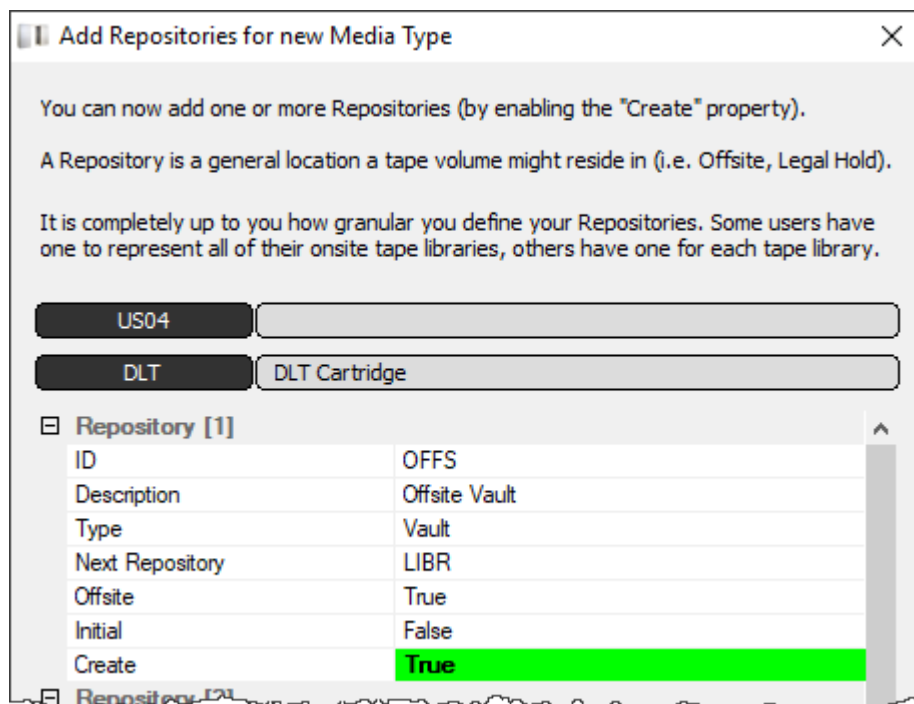
At the bottom of the dialog box, there are three buttons: "Save", "Cancel", and "Help".

- **Hide Media Type** when set to True removes the [Media](#) Type from view in the [Customer Tree](#).
- **Internal** Media Type has an internal purpose and should not be displayed to all applications.
- **Maximum Volumes** allowed. 0 = unlimited.
- **Maximum Repositories** allowed. 0 = unlimited.
- **Allowable Volume-ID's** if set, restricts the allowable [Volume-ID](#) formats for this [Customer](#).
- **Default Media Type** This [Media Type](#) is the default type when none can be determined.
- **Auto Simple Management** adds new [Volume](#) with the Simple Management Option.
- **Auto Container** automatically adds new [Volumes](#) as Containers.
- **Stock Controlled** requires all new [Volumes](#) to have a [Stock Control Type](#).
- **Auto Stock Selection** selects a [Stock Type](#) for new [Volumes](#) automatically.
- **Relaxed Barcode Matching** attempts to match a scanned Barcode with L|T|J suffix when not found.
- **No Move-back Warning** stops a [Warning Flag \(W\)](#) being added to a [Volume](#) if it moves back to its Current Repository before being confirmed at it's Target Repository.
- **Lock Volumes** stops updates from occurring to [Volumes](#) data.
- **No HealthCheck** excludes [Media](#) from [Health Check Statistics](#).

- **Show Built In Repositories** includes built-in Repositories in displayed list.
- **Remove Barcode Suffix** removes suffix from scanned Barcode before processing.
- **Barcodes use Modulo43** will be reviewed for Modulo 43 checksum digits.
- **Default Repository** allocates the default location for new **Volumes**.

Click Save

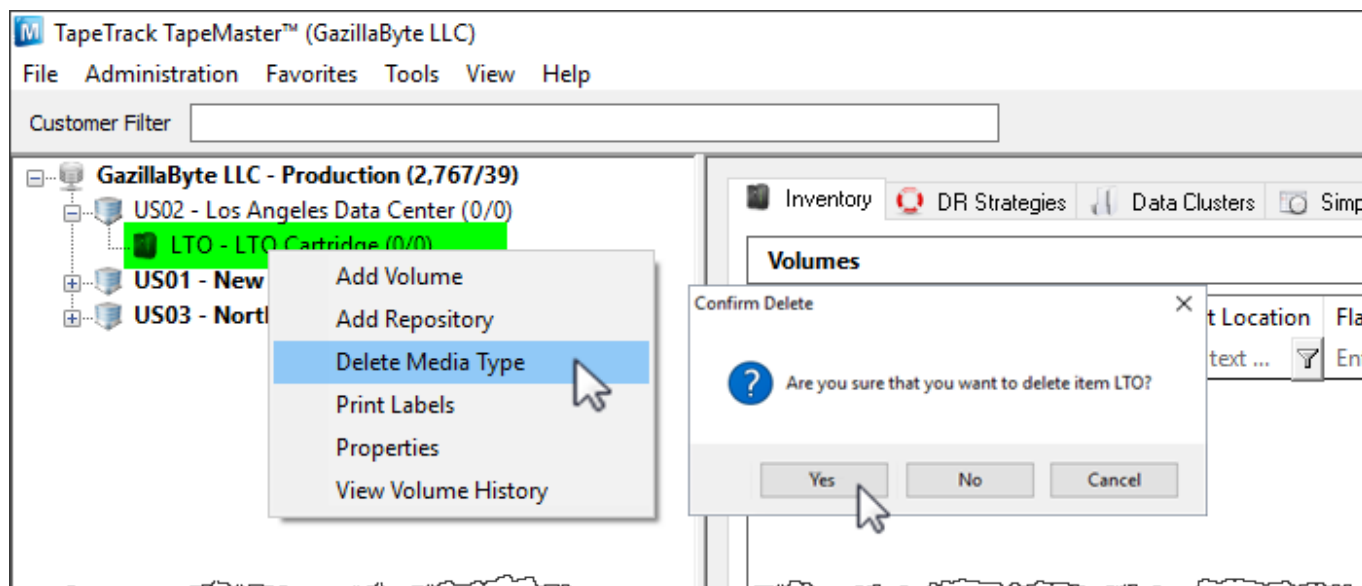
The next prompt will be to add the relevant **Repositories** for the **Media**. **Repositories** can be added by editing the fields (if required) and changing the Create property to True.



You can also [Create Repositories](#) manually at any time new ones are required.

## Deleting Media Types

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

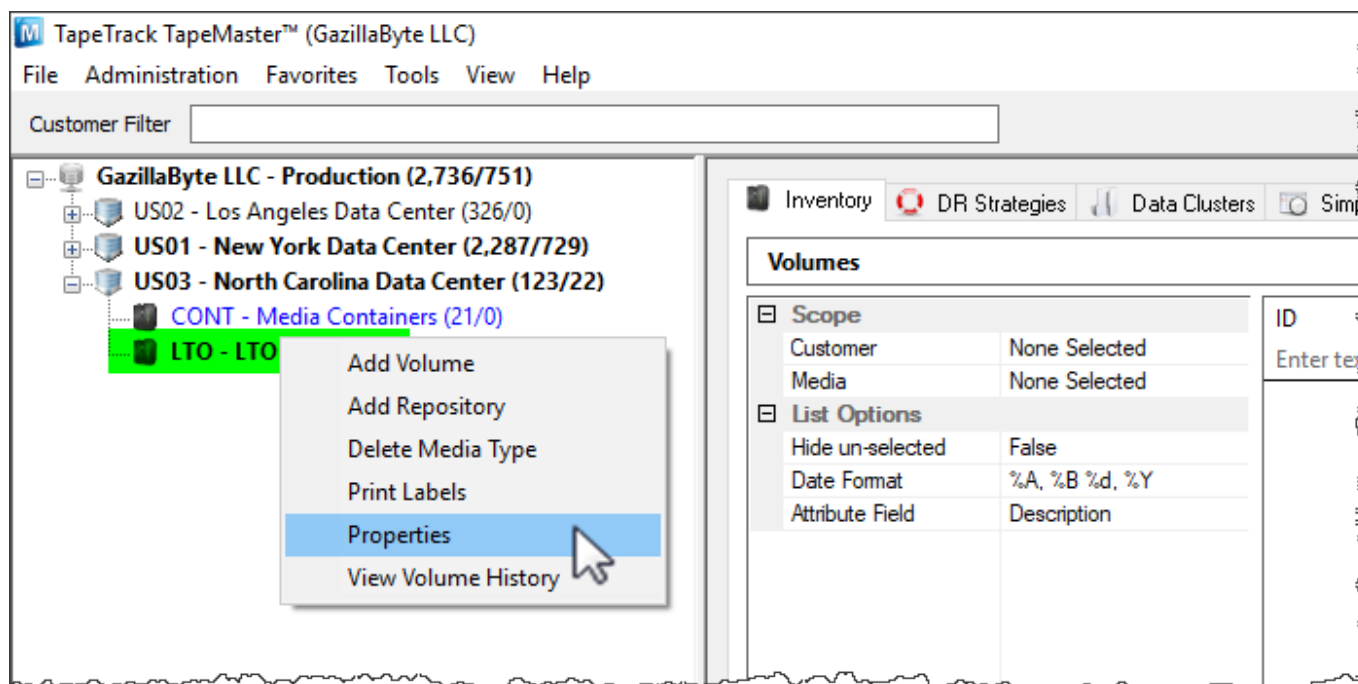


 **Media** Types that contain **Repositories** and/or **Volumes** cannot be deleted until dependencies are removed.

Further information about removing **Media Type** dependencies can be found at [Deleting Repositories](#) and [Deleting Volumes](#).

## Modifying

Right-click a **Media Type** in the **Customer Tree** and select **Properties**.



From the **Edit Media** window, you can modify the **Description**, change the **Media Options** and add **Volumes** using the **Volume-ID Building** tab. See the [Volume-ID Building page](#) for more details on how to use this function.

Edit Media: LTO Cartridge (102/22)

Identity Volume-ID Building Options

Index	Sequence	Elements
1	0,1,2,3,4,5,6,7,8,9	10
2	0,1,2,3,4,5,6,7,8,9	10
3	0,1,2,3,4,5,6,7,8,9	10
4	0,1,2,3,4,5,6,7,8,9	10
5	0,1,2,3,4,5,6,7,8,9	10
6	0,1,2,3,4,5,6,7,8,9	10
7	L5	1

List contains 7 records Selected=1 First Selected=7

Index	Item	Defined
<input type="checkbox"/> 1	000000L5	Yes
<input type="checkbox"/> 2	000001L5	Yes
<input type="checkbox"/> 3	000002L5	Yes
<input type="checkbox"/> 4	000003L5	Yes

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