

# 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

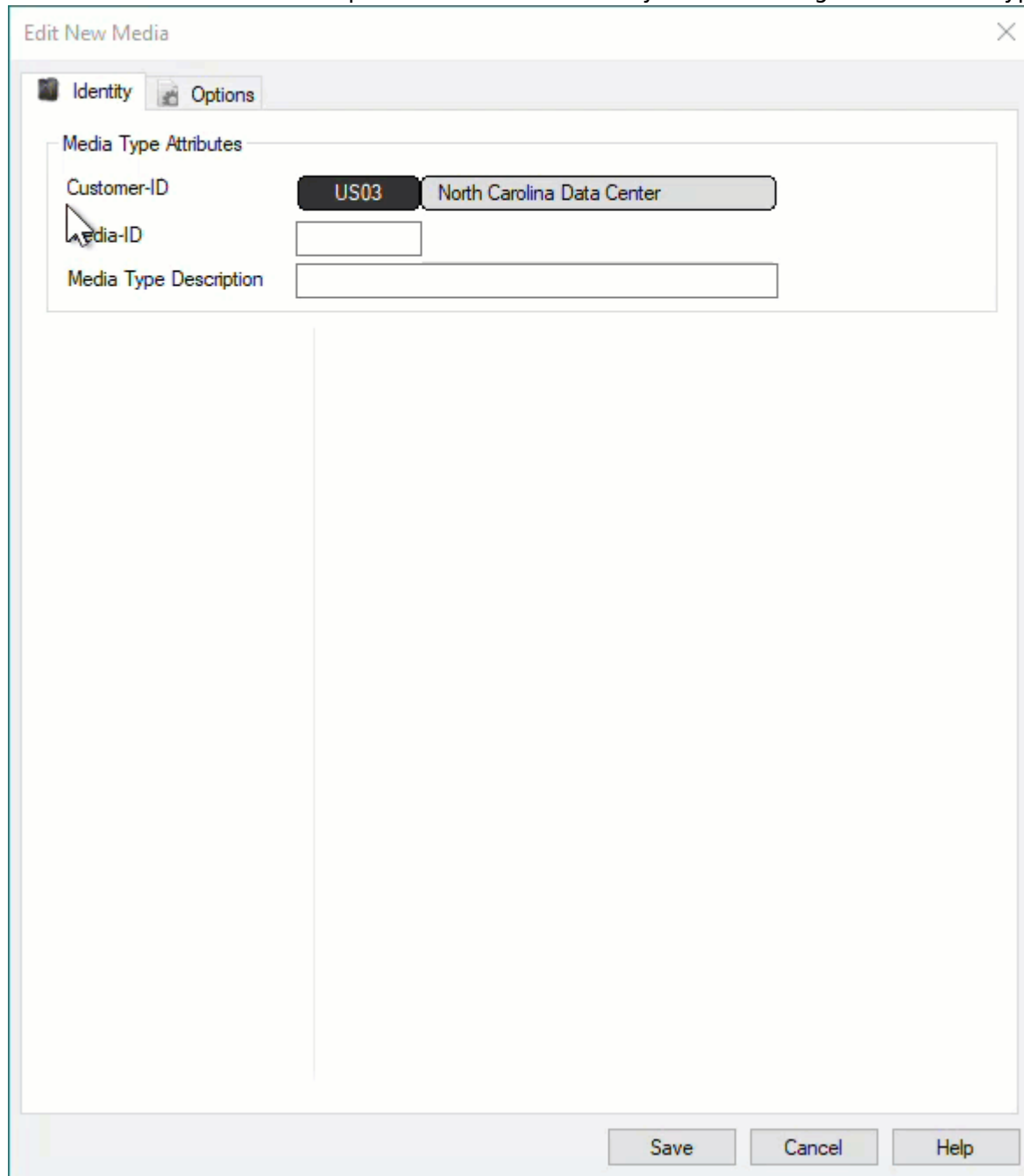
To add a new **Media Type**, right-click a **Customer** and select Add Media Type.



## 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.

Both the Media-ID and Description fields are mandatory when creating a new Media Type.



## 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".

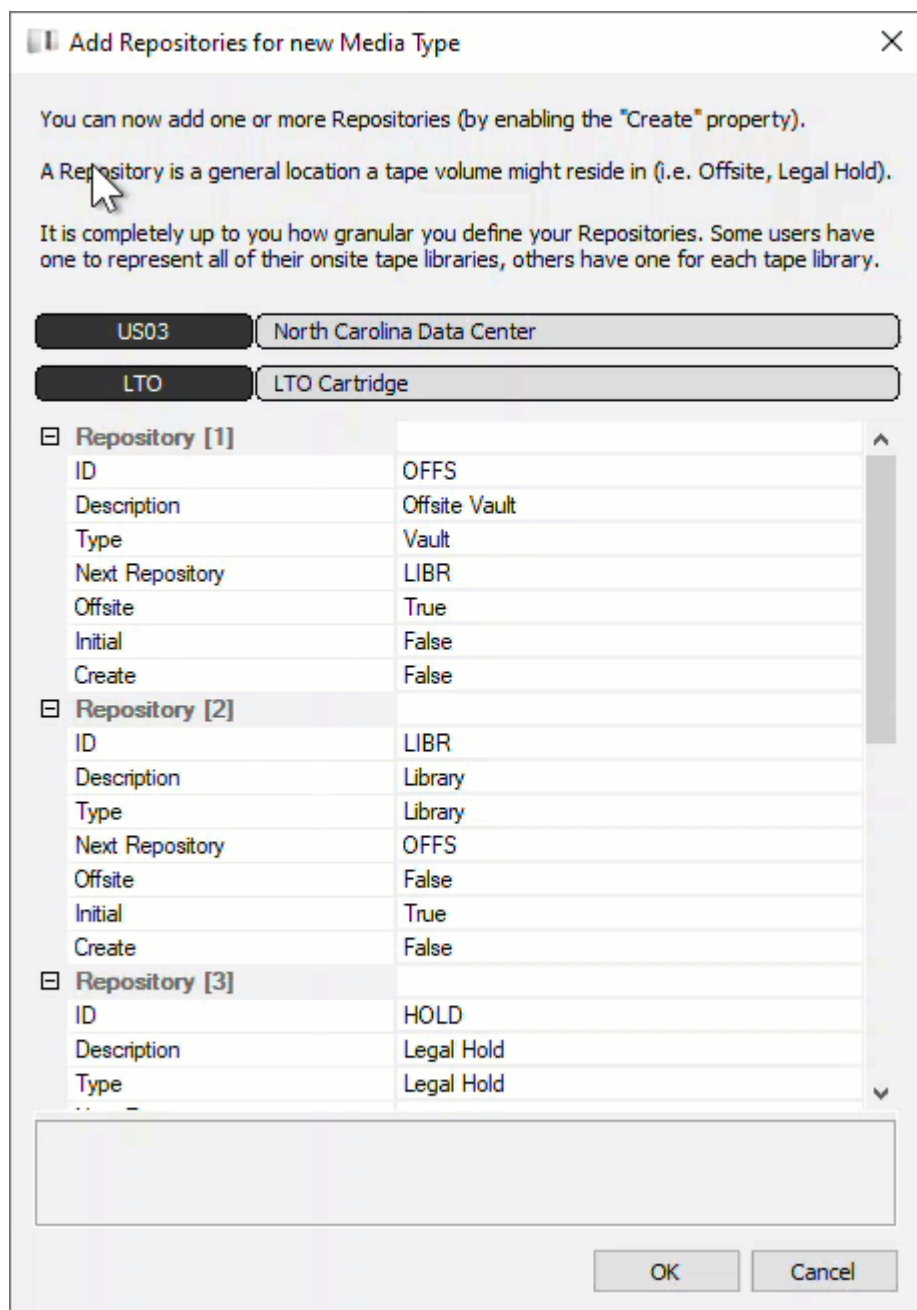
At the bottom of the dialog box, there are three buttons: "Save", "Cancel", and "Help".

- **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**. This value cannot be set until you have created at least one Repository for this Media Type.

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.



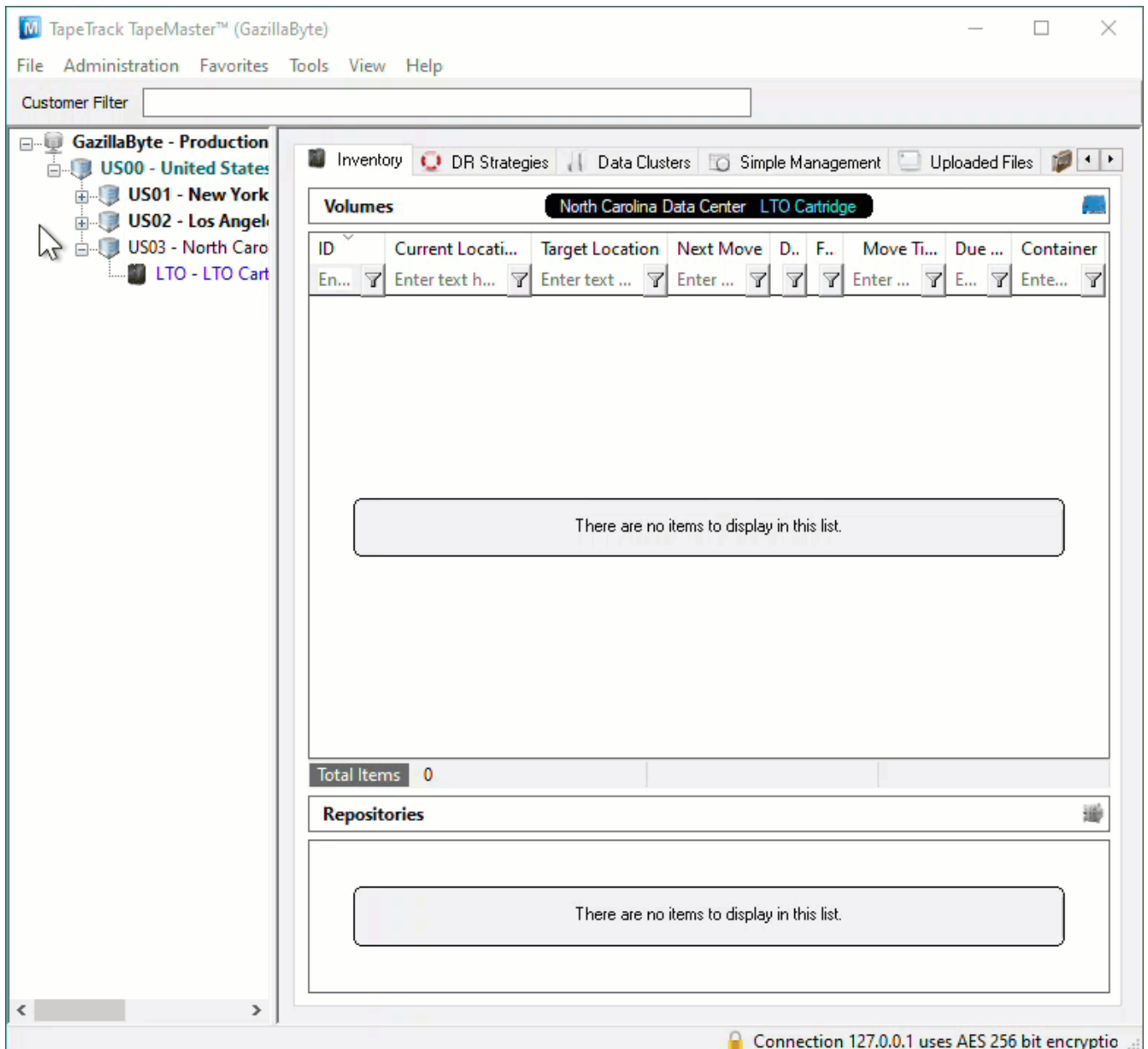
You can also **Create Repositories** manually at any time new ones are required.

## Deleting Media Types

To delete a Media Type, all dependencies (Volumes and Repositories) must be deleted first.

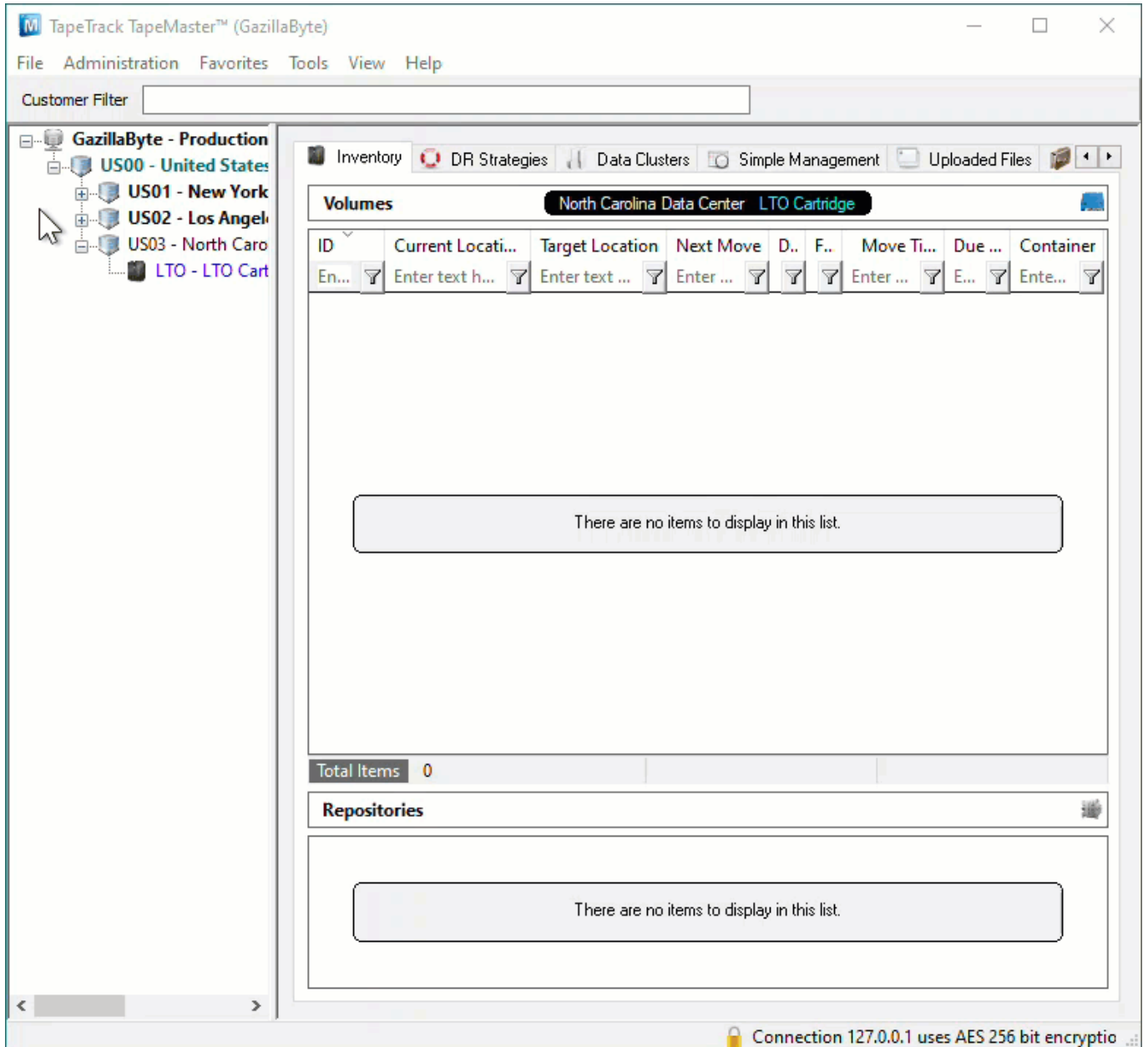
- [Deleting Volumes](#)
- [Deleting Repositories](#)

Once dependencies have been removed, right-click a [Media Type](#) in the [Customer Tree](#). Select [Delete Media Type](#). Then click [Yes](#) on the popup to confirm the deletion.



## 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 (0/0)

Identity Volume-ID Building Options

Media Type Attributes

Customer-ID US03 North Carolina Data Center

Media-ID LTO

Media Type Description LTO Cartridge

Update Statistics

- When
  - Date Friday, July 09, 2021 (0 days ago)
  - Time 11:23:12
  - UTC Offset 600 minutes
  - Time at source Friday, July 09, 2021 - 11:23:12
  - Time Zone AUS Eastern Standard Time
- From
  - Machine Name 127.0.0.1 (GazillaByte)
- Details
  - Connection Count 2,433
  - First Connection Sunday, August 04, 2019 - 16:44:36
  - Last Connection Friday, July 09, 2021 - 10:06:14
  - Interface TapeTrack TapeMaster
  - Operating System Windows
- As
  - User-ID doco
  - User Name doco

Save Cancel Help

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