# **Adding and Deleting Repositories**

# Overview

Repositories are locations where Volumes can be located. This page contains information about Adding and Deleting Repositories.

## Adding a Repository

To add a Repository, right-click on the Media Type that the Repository will be listed under and select Add Repository.



or right click in the repository window and select Add.

Repositories				
Library	Offsite Vault	Disaster recovery	Add Delete Edit Generate Certificat	e

This will launch Edit New Repository window.

### **Basic Repository Options**

#### Identity

Insert the Repository ID (up to 4 permanent alphanumeric characters) and repository description (up to 20 alphanumeric characters)

Edit New Repository		$\times$
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Attributes		
Customer-ID	US01 New York Data Center	
Media-ID	LTO LTO Cartridge	
Repository-ID	RACK	
Description	GemTrac Rack	
		~~

### Options

Select type of repository to change display icon to match repository function. The basic choices are:

- Destruction
- Disaster Recovery
- Legal Hold
- Library
- Ordered
- Rack
- Scratch
- Transport
- Vault



Select the repository the volume will move to next (required for all automated tape movement) after this repository.

### **Deleting a Repository**

To delete a Repository, right-click on the Repository that needs to be deleted and select Delete.

Note: There must not be any Volumes in this Repository in order to delete it.

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