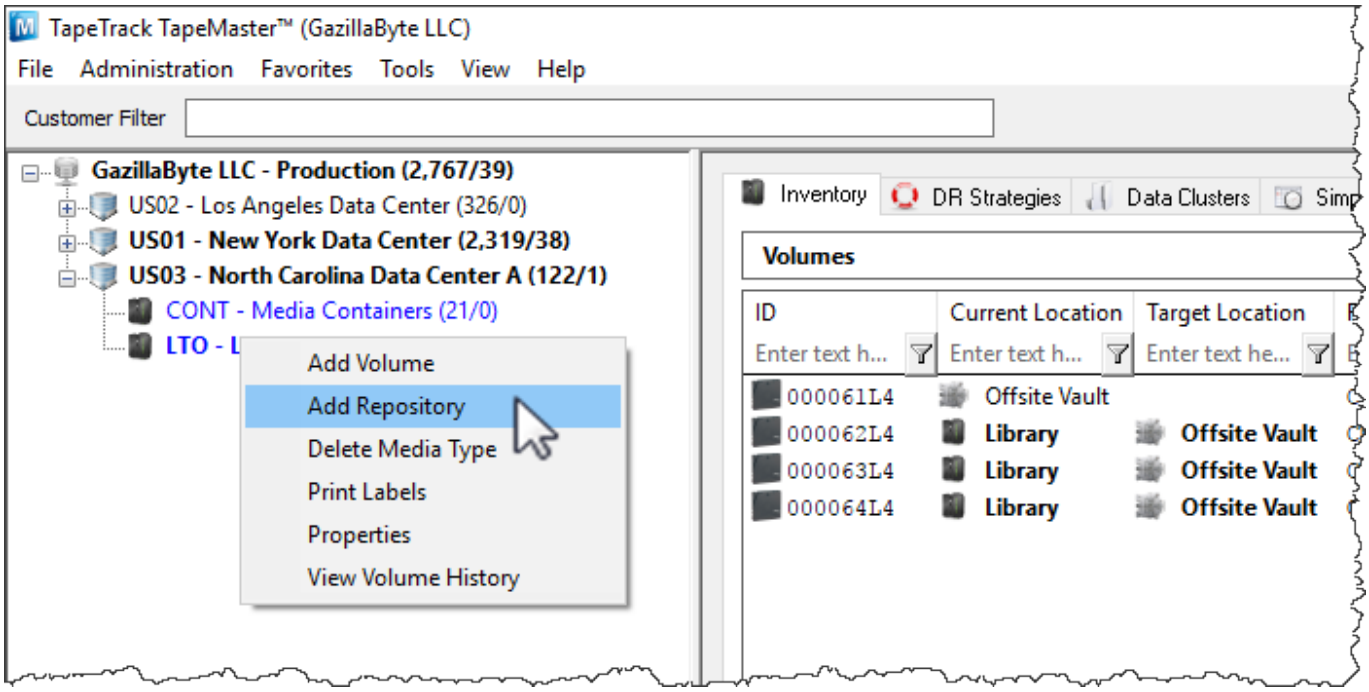
# Adding and Maintaining Repositories

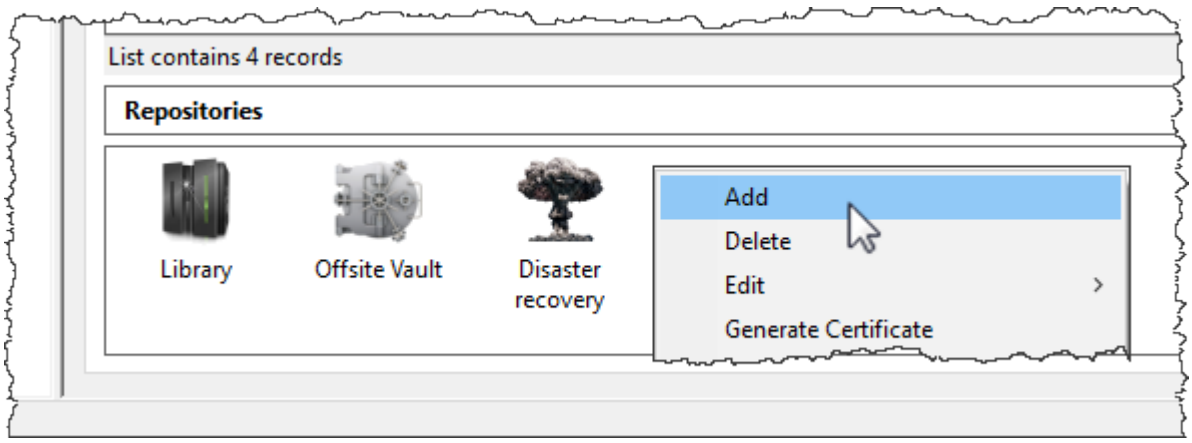
Repositories are locations where Volumes can be located. This page contains information about Adding and Deleting Repositories.

## Adding Repositories

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.

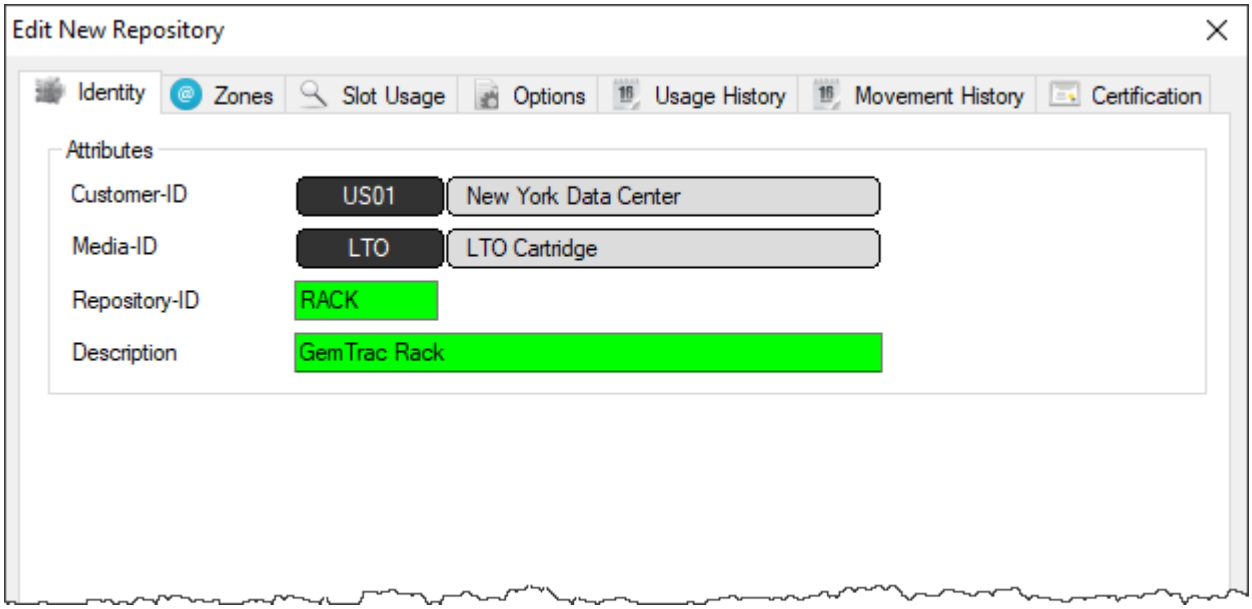



This will launch `Edit New Repository` window.

### Basic Repository Options

### Identity

Insert the Repository-ID (up to 4 permanent alphanumeric characters) and Repository Description (up to 20 alphanumeric characters)




### Options

Select type of Repository to change display icon to match repository function. The options 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.

Click Save to create Repository.

### Advanced Repository Options

Zones
Slot Usage
Options
Usage History
Movement History

Certification

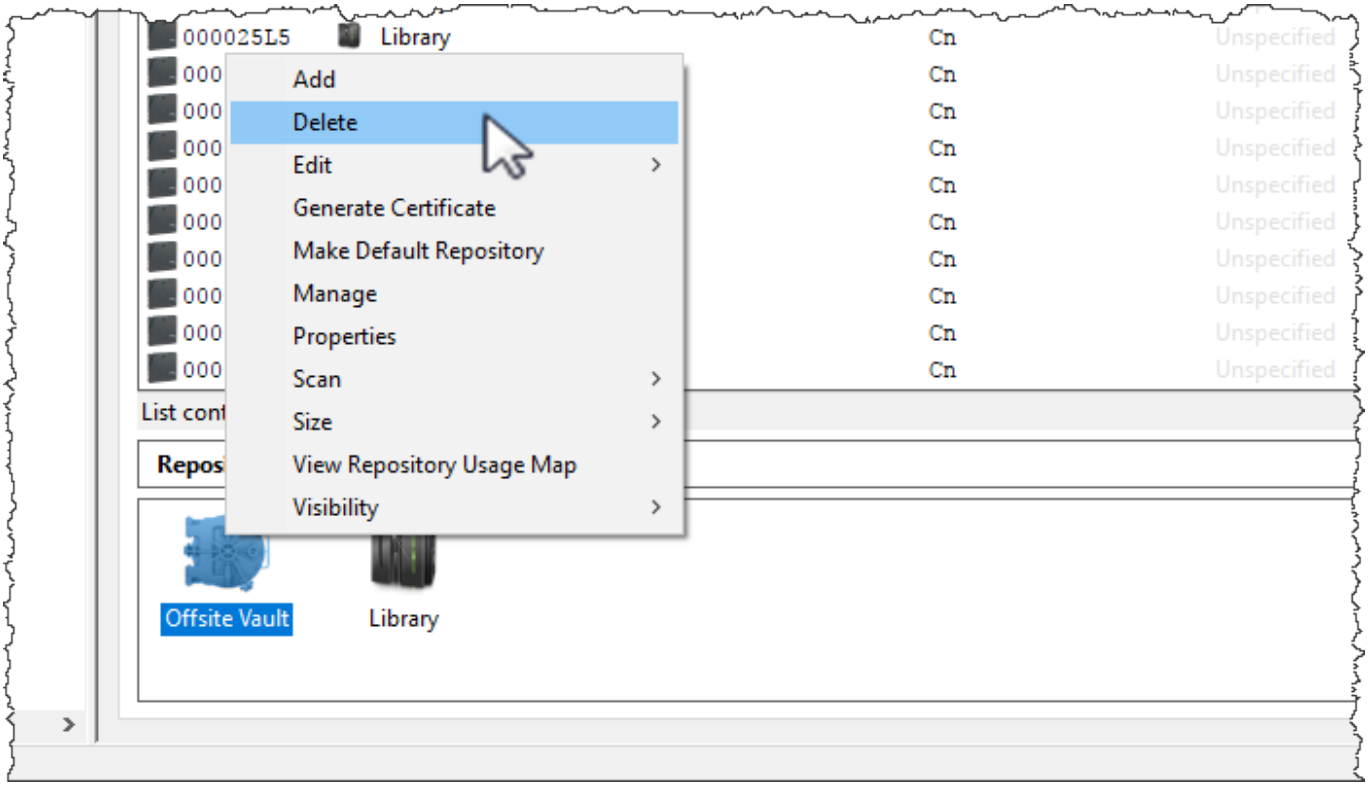
# Deleting a Repository

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

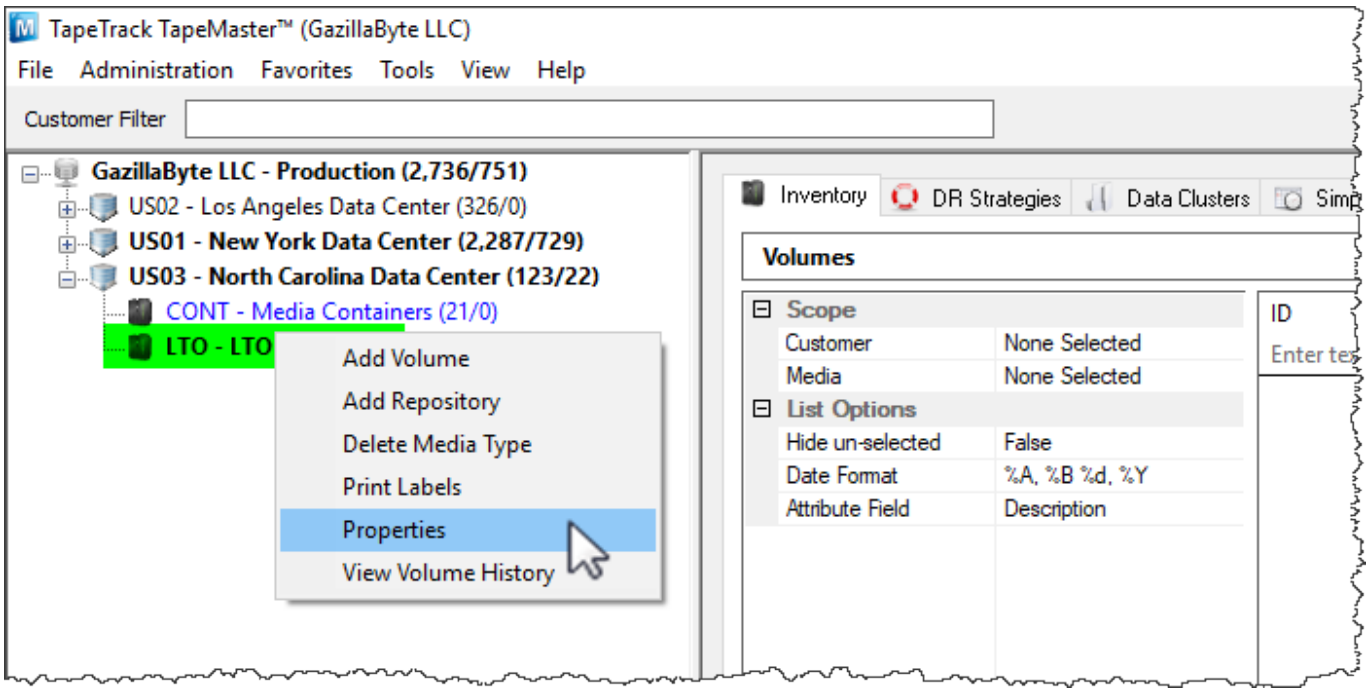


There must not be any Volumes in this Repository in order to delete it.

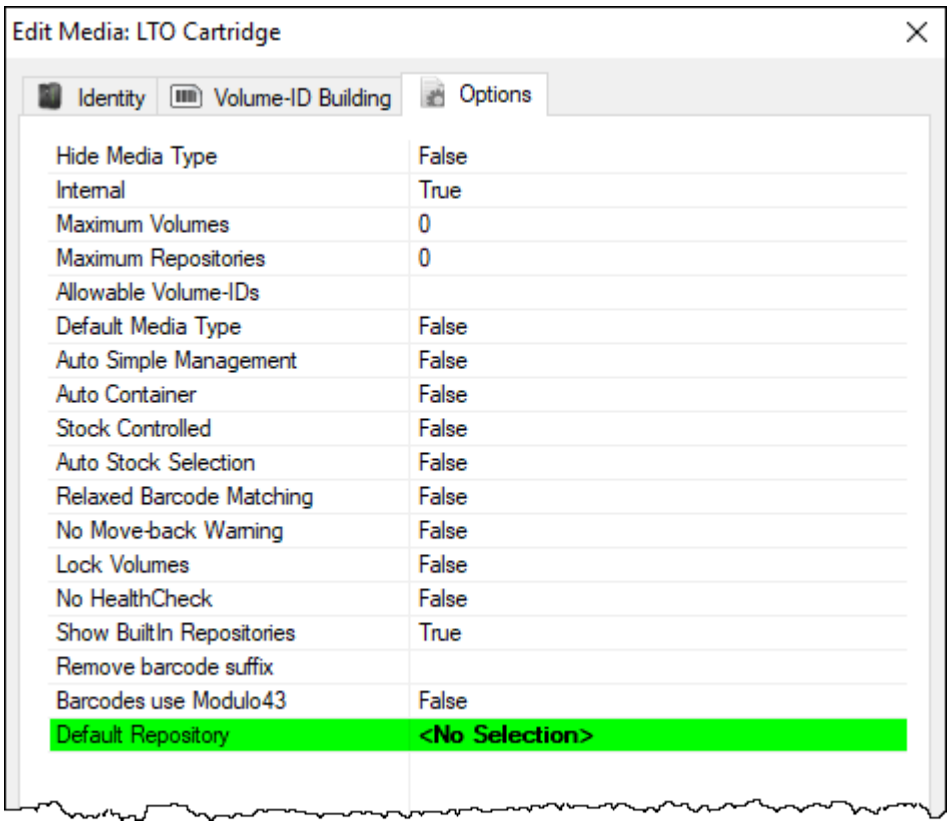
Any Volumes in a move to the Repository will be placed in a move to the Initial Repository.




Any Repository set as the default (where volumes are added to when a Target Repository is not specified) cannot be deleted. To remove the default setting, right-click the Media Type in the Customer Tree and select `Properties`.




Change the setting **Default Repository** to <No Selection> and click Save.




The Repository may now be deleted by right-clicking and selecting Delete and OK to warning dialog.

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