

# Adding and Maintaining Repositories

[Repositories](#) are locations where [Volumes](#) can be located. This page contains information about Adding and Deleting [Repositories](#).

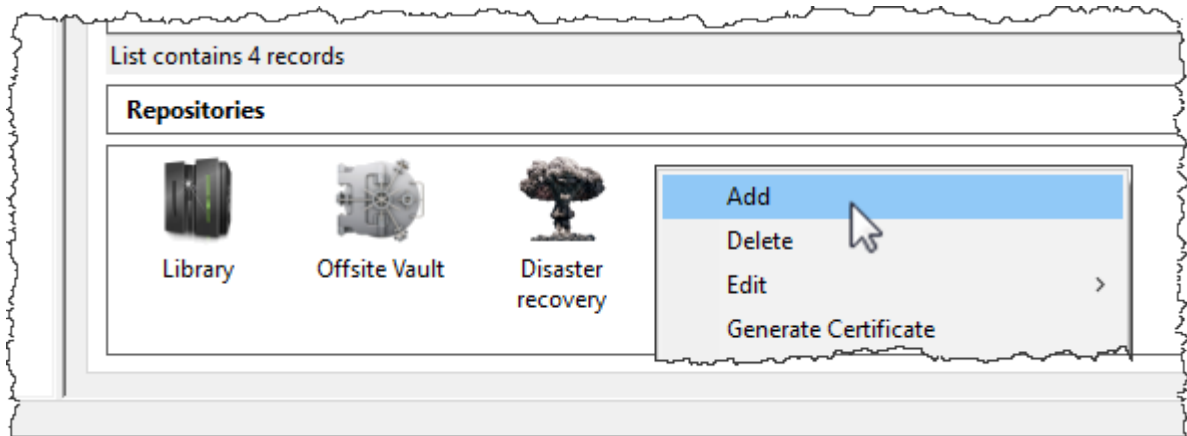
## Adding Repositories

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

The screenshot shows the TapeTrack TapeMaster™ (GazillaByte) application window. The left sidebar displays a tree view of the organization structure, including 'GazillaByte - Production' and various locations like 'US00 - United States', 'US01 - New York', 'US02 - Los Angeles', 'CONT - Contai', 'LTO - LTO Car', and 'US03 - North Caro'. The main window is titled 'Los Angeles Data Center LTO Cartridge' and displays a table of Volumes. Below the table, there is a 'Total Items' section showing 1,587 items. At the bottom, a 'Repositories' window is open, showing three repository types: Gemtrac, Library, and Offsite Vault.

ID	Current Location	Target Location	Next Move	Description
000000L6	Library		Permanent	
000001L6	Library	Gemtrac	Thursday, No...	Weekly
000002L6	Library	Offsite Vault...	Friday, Nove...	Monthly
000003L6	Library	Offsite Vault...	Friday, Nove...	Monthly
000004L6	Library	Offsite Vault...	Friday, Nove...	Monthly
000005L6	Library	Offsite Vault...	Friday, Nove...	Monthly
000006L6	Library	Offsite Vault...	Friday, Nove...	Monthly
000007L6	Library		Permanent	Scratch
000008L6	Library	Offsite Vault...	Friday, July 3...	Weekly
000009L6	Library	Offsite Vault...	Friday, July 3...	Weekly
000010L6	Library		Thursday, Jul...	Scratch
000011L6	Library	Offsite Vault...	Monday, July...	Weekly
000012L6	Library		Permanent	Scratch
000013L6	Library		Permanent	Scratch
000014L6	Library	Offsite Vault...	Tuesday, July...	Weekly
000015L6	Library		Permanent	Scratch

Or right-click in the Repository window and select Add.

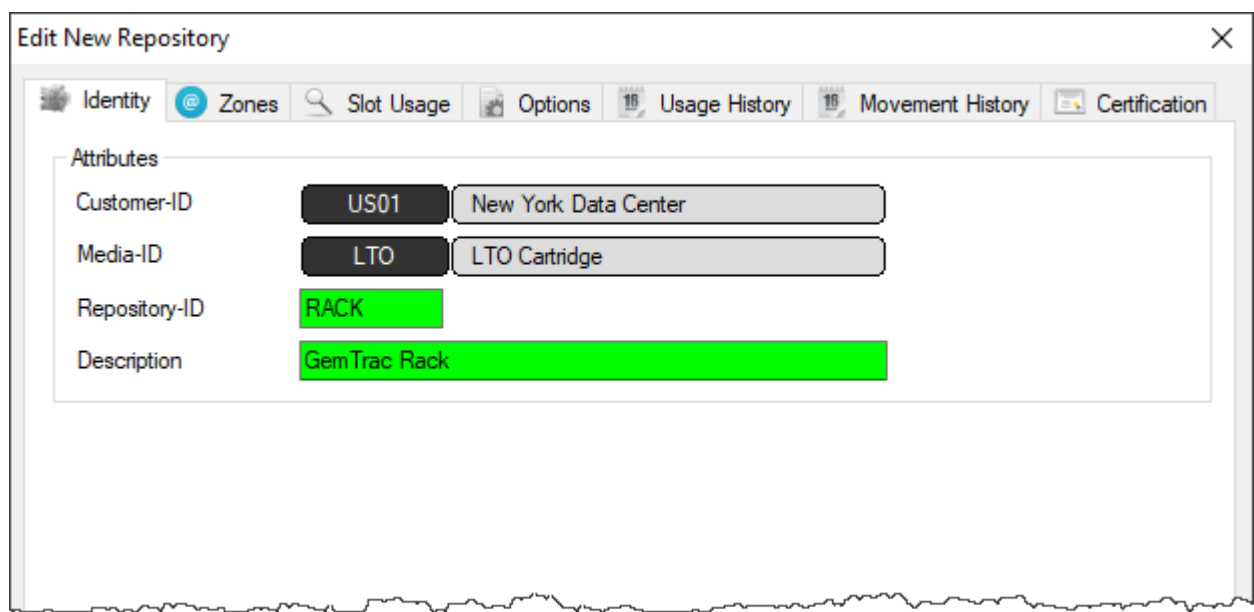


This will launch Edit New Repository window.

## 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

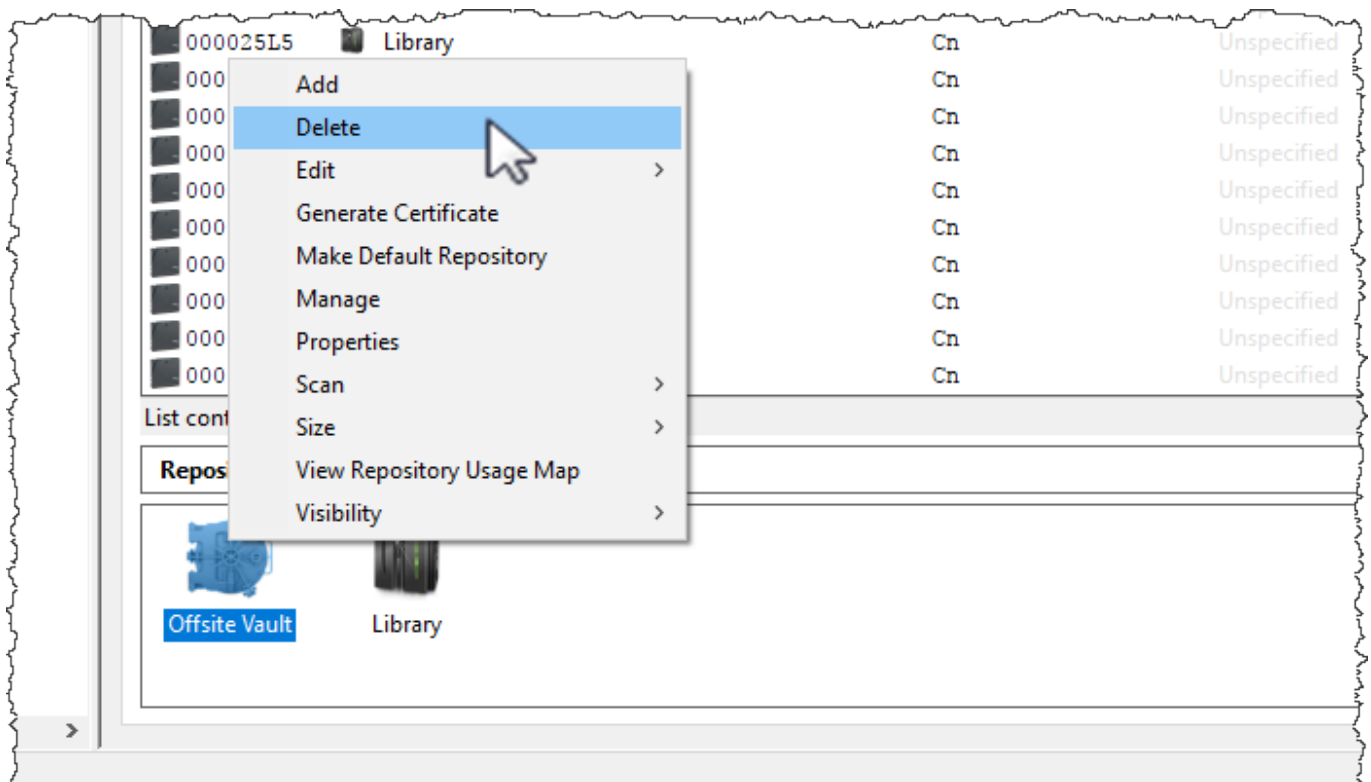
- [Zones](#)
- [Slot Usage](#)
- [Options](#)
- [Usage History](#)
- [Movement History](#)
- [Certification](#)

## Deleting a Repository

To delete a [Repository](#), right-click on the [Repository](#) that needs to be deleted and select Delete.

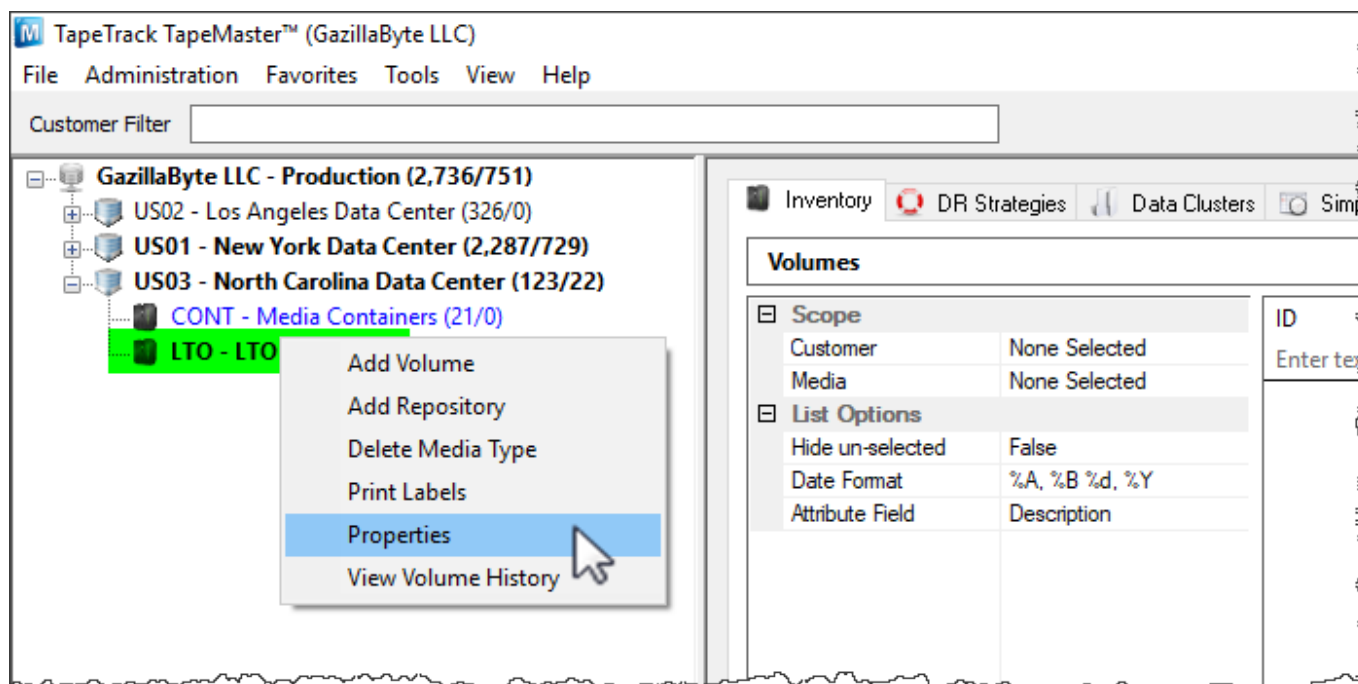
 There must not be any [Volumes](#) in this [Repository](#) in order to delete it.

Any [Volumes](#) in a move to the [Repository](#) will be placed in a move to the Initial [Repository](#).

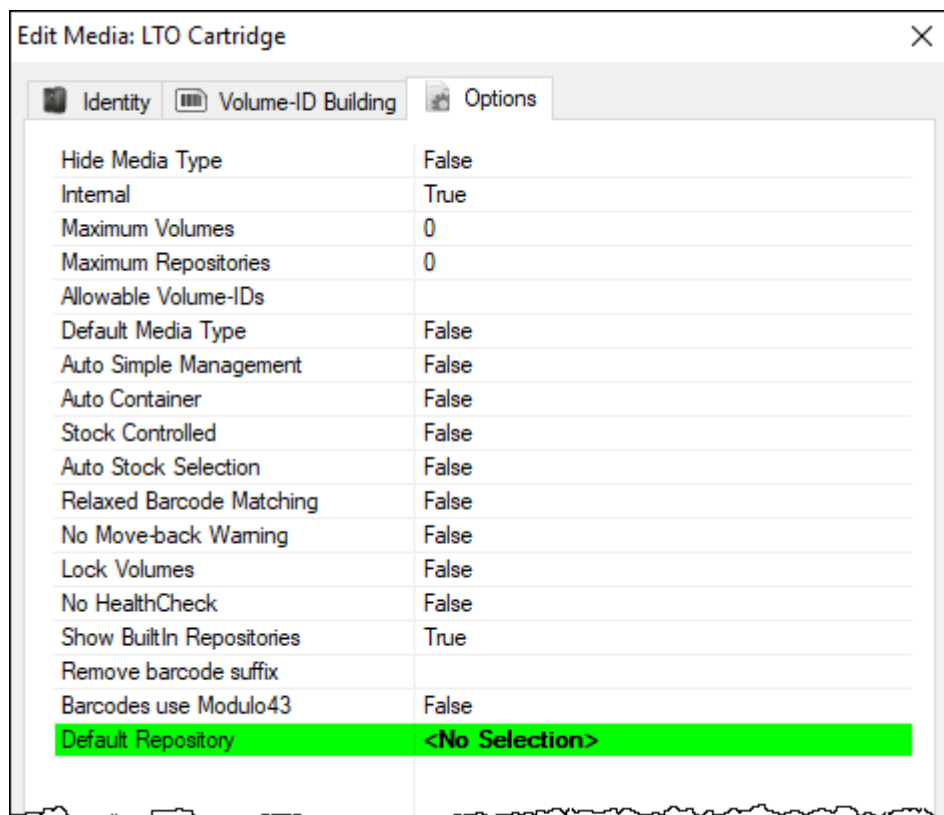


Any **Repository** set as the default (where **Volumes** are added to when a Target **Repository** is not specified) cannot be deleted until the dependency is removed.

To remove the default setting, right-click the **Media Type** in the **Customer Tree** and select **Properties**.



On the Optionstab, 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.

From:

<https://rtfm.tapetrack.com/> - **TapeTrack Documentation**

Permanent link:

<https://rtfm.tapetrack.com/master/repository?rev=1626146634>

Last update: **2025/01/21 22:07**

