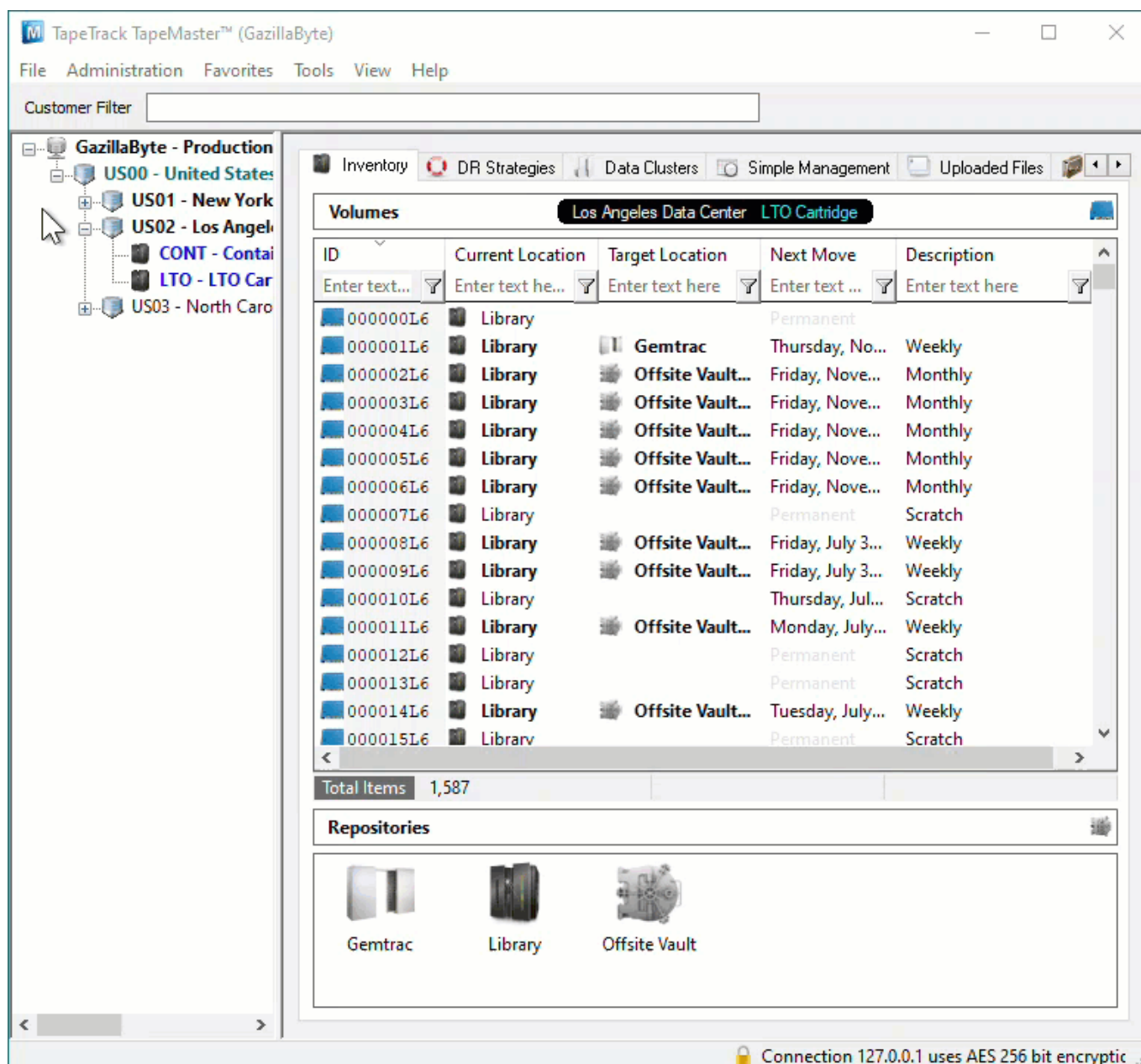


# Adding and Maintaining Repositories

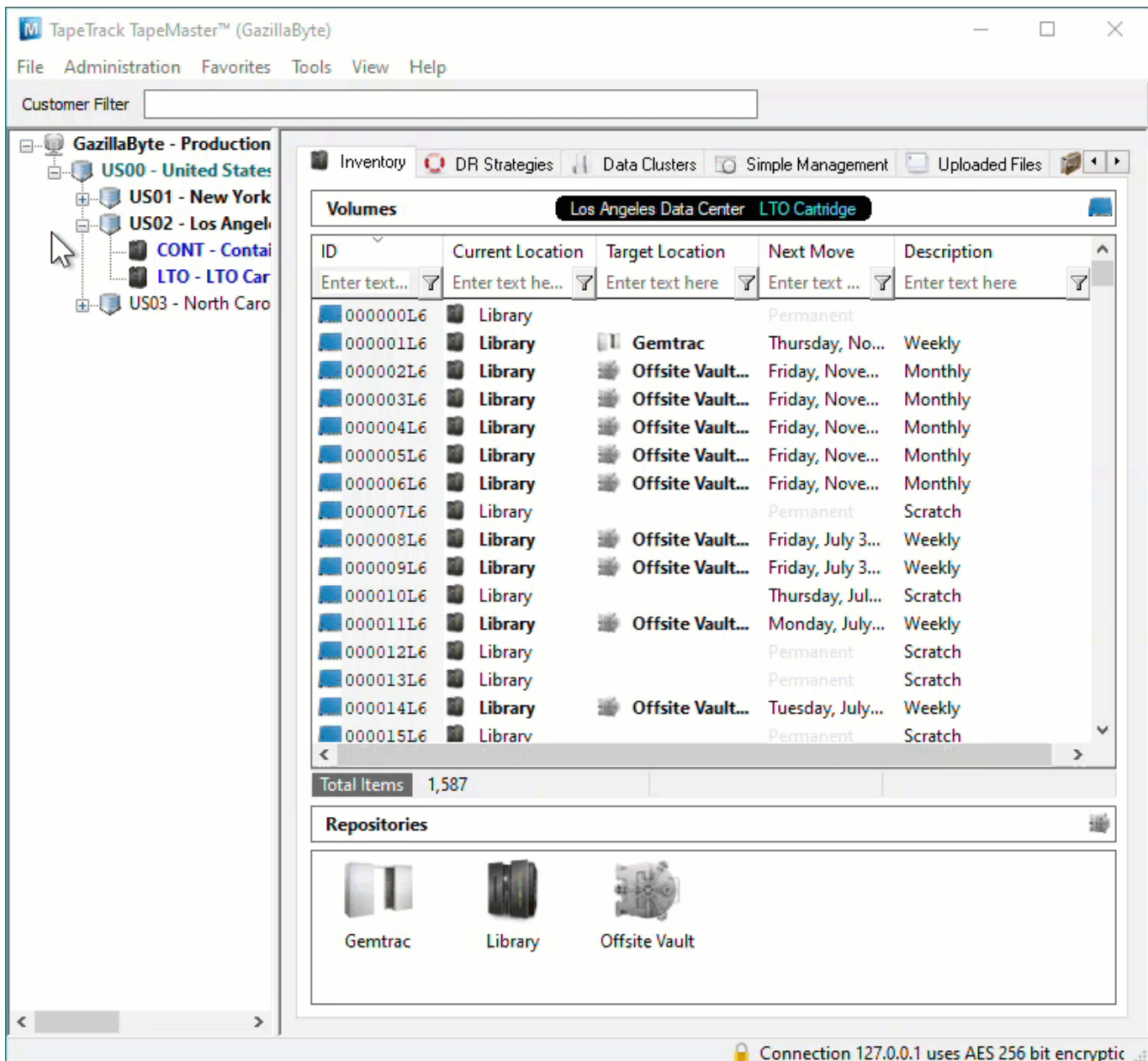
[Repositories](#) are locations where [Volumes](#) can be located. This page contains information about Adding and Deleting [Repositories](#).

## Adding Repositories

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



Or, alternatively, 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).

The Repository-ID is a permanent value and cannot be edited at a later point. The Repository Description can be altered at any time.

**Edit New Repository**

Identity Zones Slot Usage Options Usage History Movement History Certification

**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 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](#)

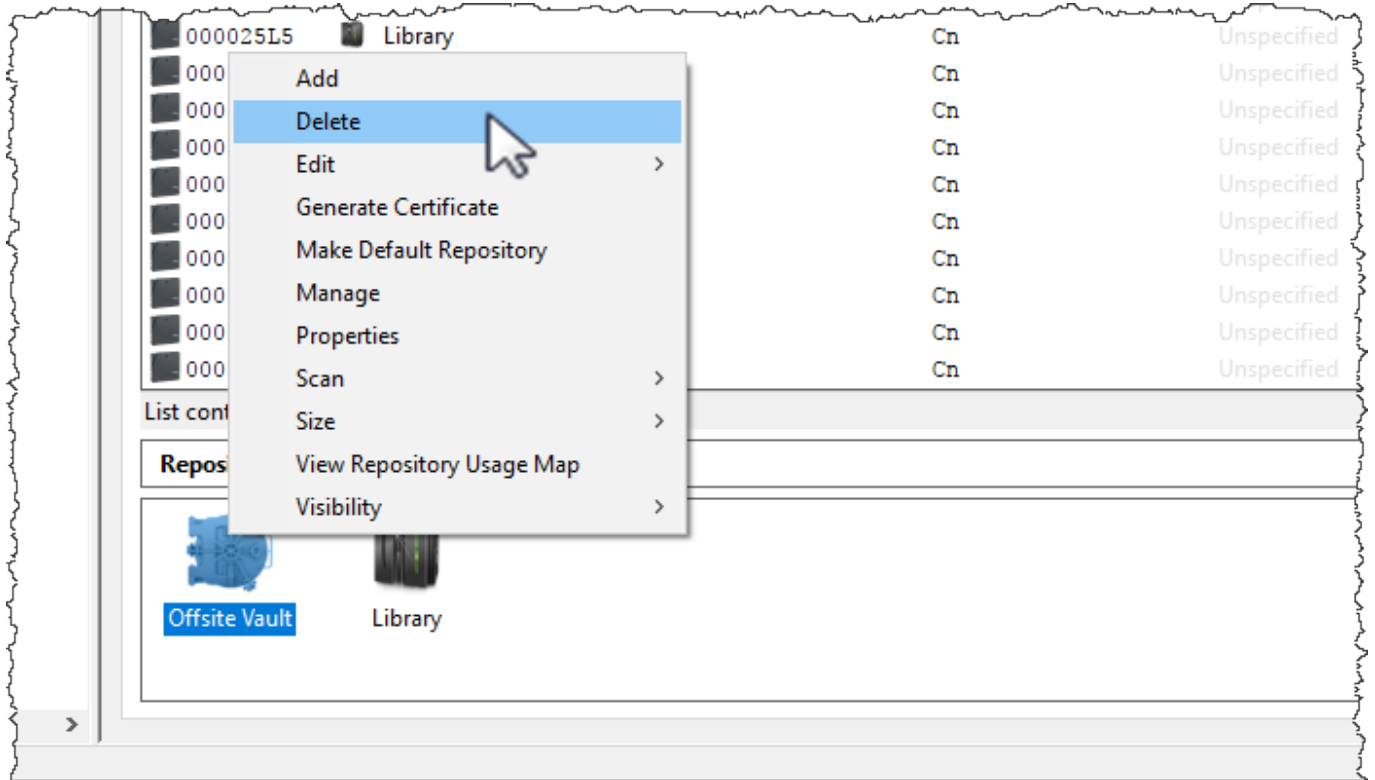
## Deleting a Repository

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.

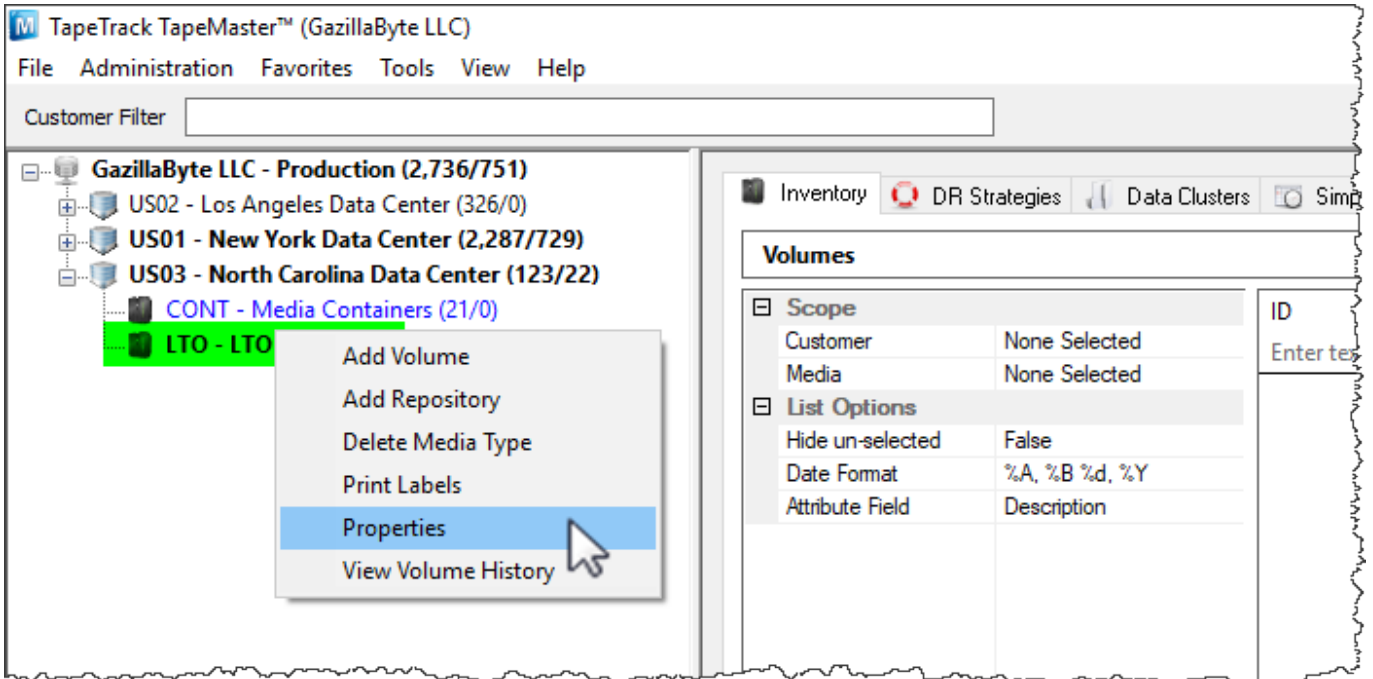


Any **Volumes** in a move to the **Repository** will be placed in a move to the Initial **Repository**.

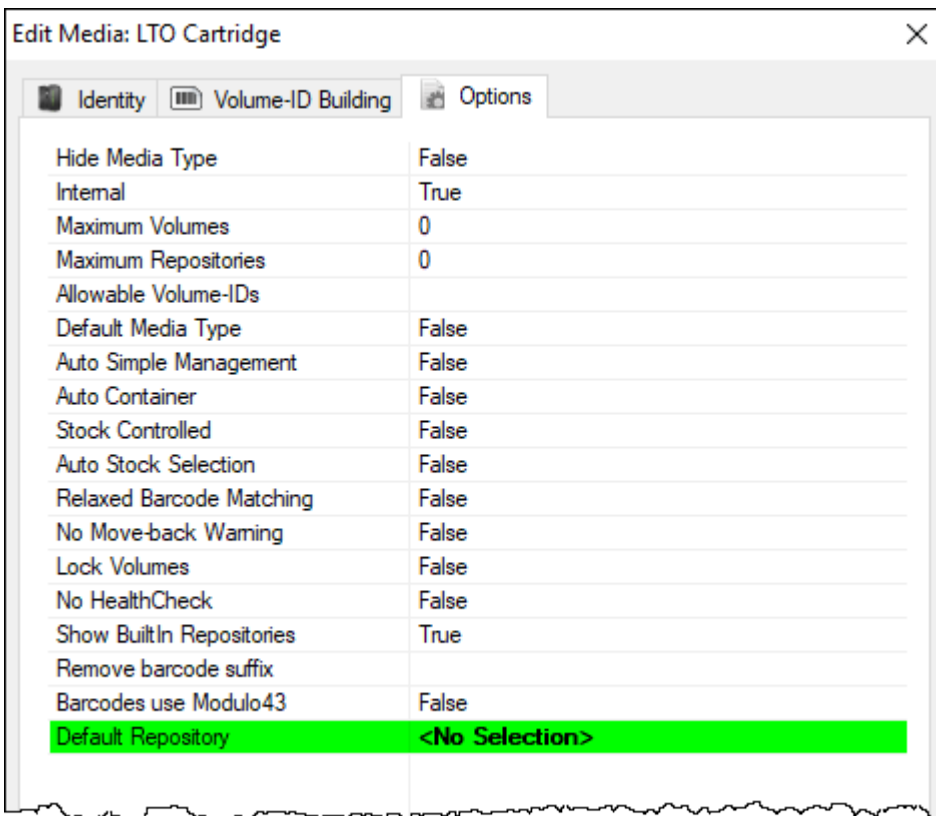


Any **Repository** set as the default (where **Volumes** are added to when a Target **Repository** is not specified) cannot be deleted until the dependency is removed.

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=1626146881>

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