

# Adding and Maintaining Repositories

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

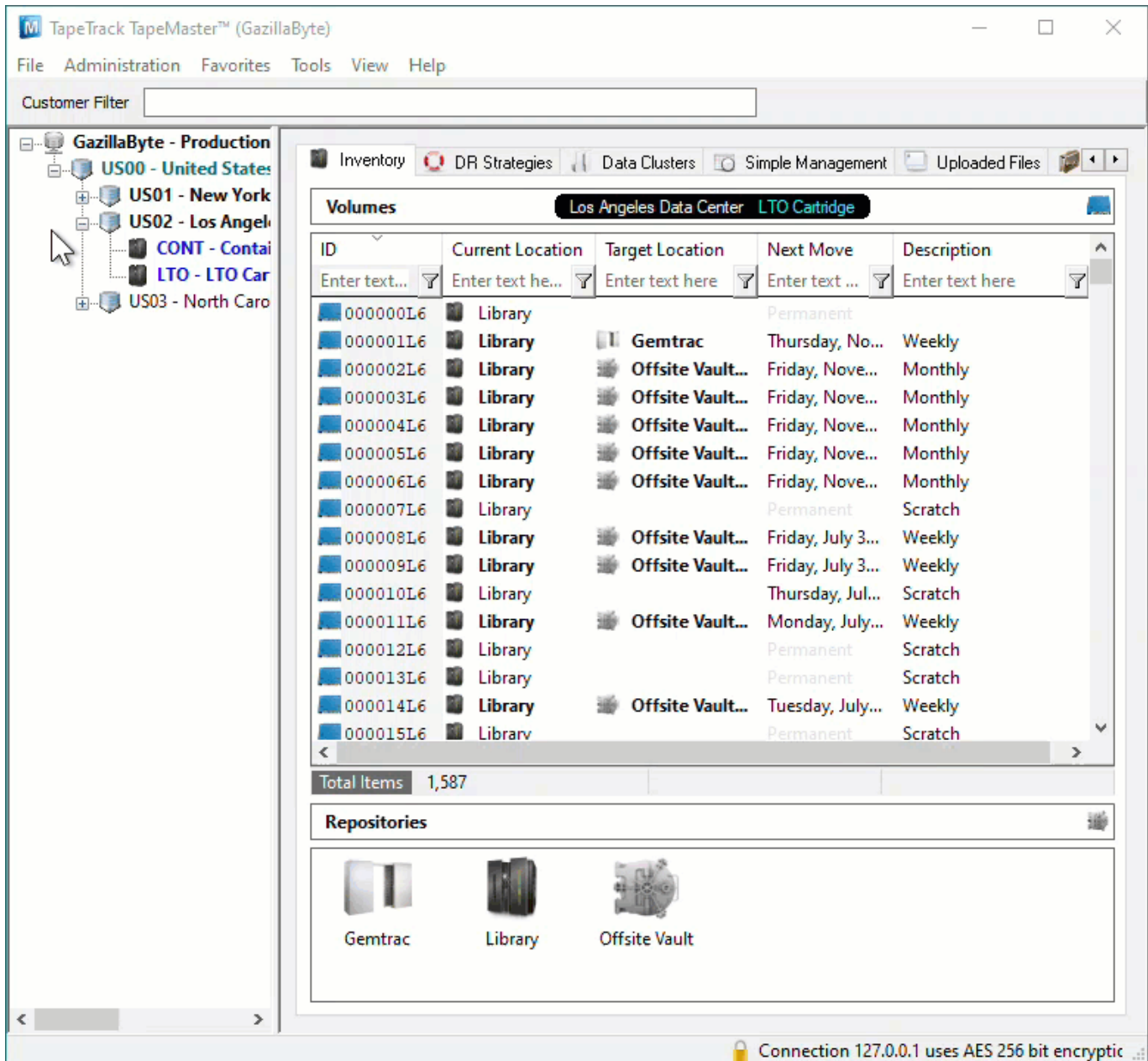
## Adding Repositories

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) interface. The main window displays a list of volumes under the heading "Los Angeles Data Center LTO Cartridge". The list has the following columns: ID, Current Location, Target Location, Next Move, and Description. The "Current Location" column shows "Library" for all items. The "Target Location" column shows "Gemtrac" and "Offsite Vault...". The "Next Move" column shows dates and frequencies like "Thursday, No...", "Friday, Nove...", "Friday, Nove...", "Friday, Nove...", "Friday, Nove...", "Friday, Nove...", "Permanent", "Friday, July 3...", "Friday, July 3...", "Thursday, Jul...", "Monday, July...", "Permanent", "Permanent", "Tuesday, July...", and "Permanent". The "Description" column shows "Permanent", "Weekly", "Monthly", "Monthly", "Monthly", "Monthly", "Scratch", "Weekly", "Weekly", "Scratch", "Scratch", "Scratch", "Weekly", and "Scratch". The "Total Items" is 1,587. Below the list is a "Repositories" section with icons for "Gemtrac", "Library", and "Offsite Vault".

ID	Current Location	Target Location	Next Move	Description
000000L6	Library		Permanent	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, 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.

Attributes

Customer-ID	US02	Los Angeles Data Center
Media-ID	LTO	LTO Cartridge
Repository-ID		
Description		

Save Cancel Help

## 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](#)

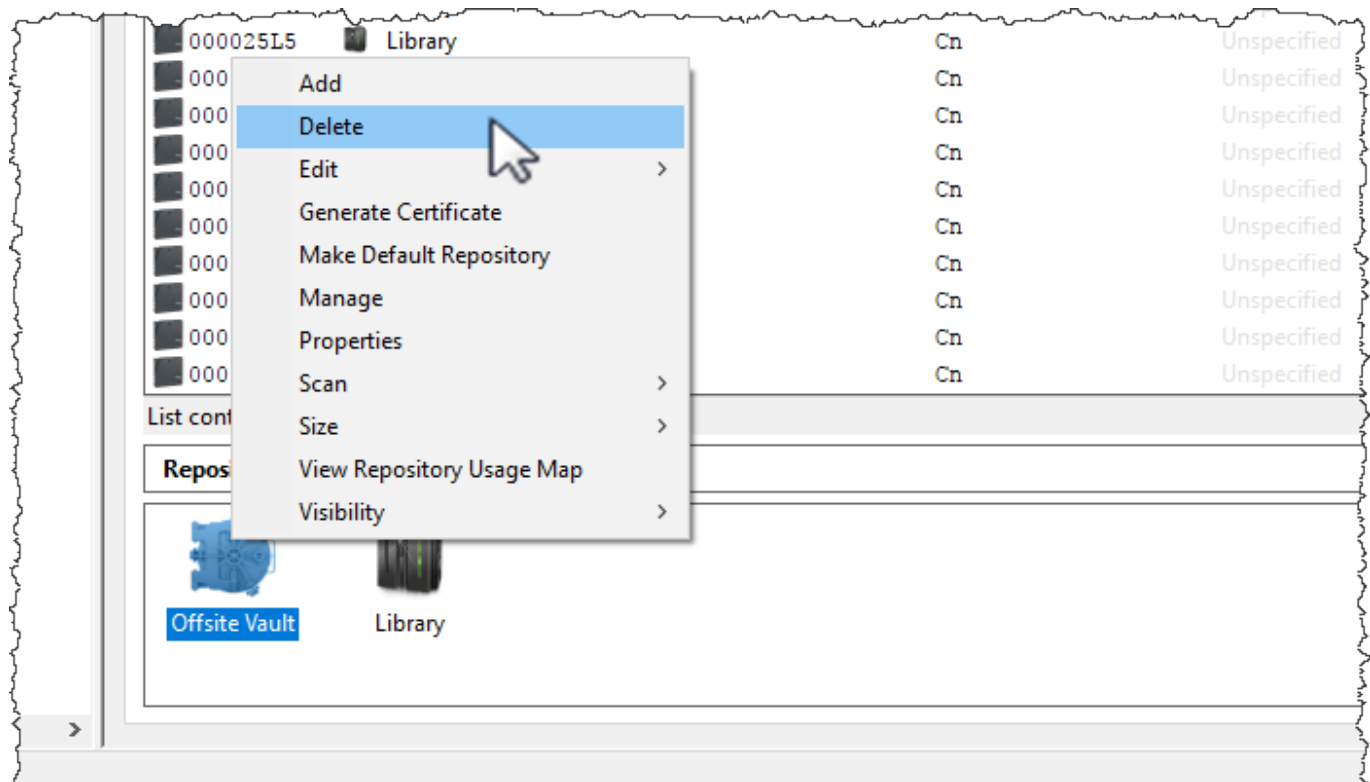
## Deleting a Repository

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.

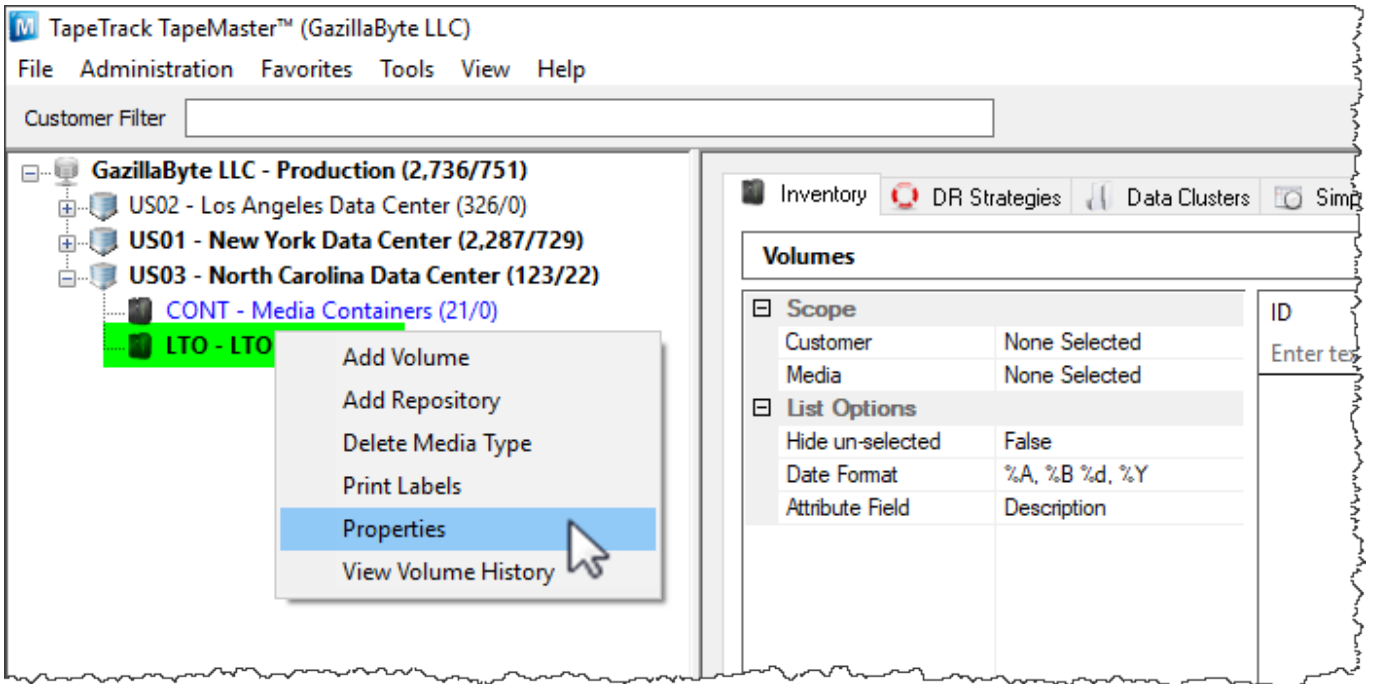


Any [Volumes](#) in a move to the [Repository](#) will be placed in a move to the Initial [Repository](#).

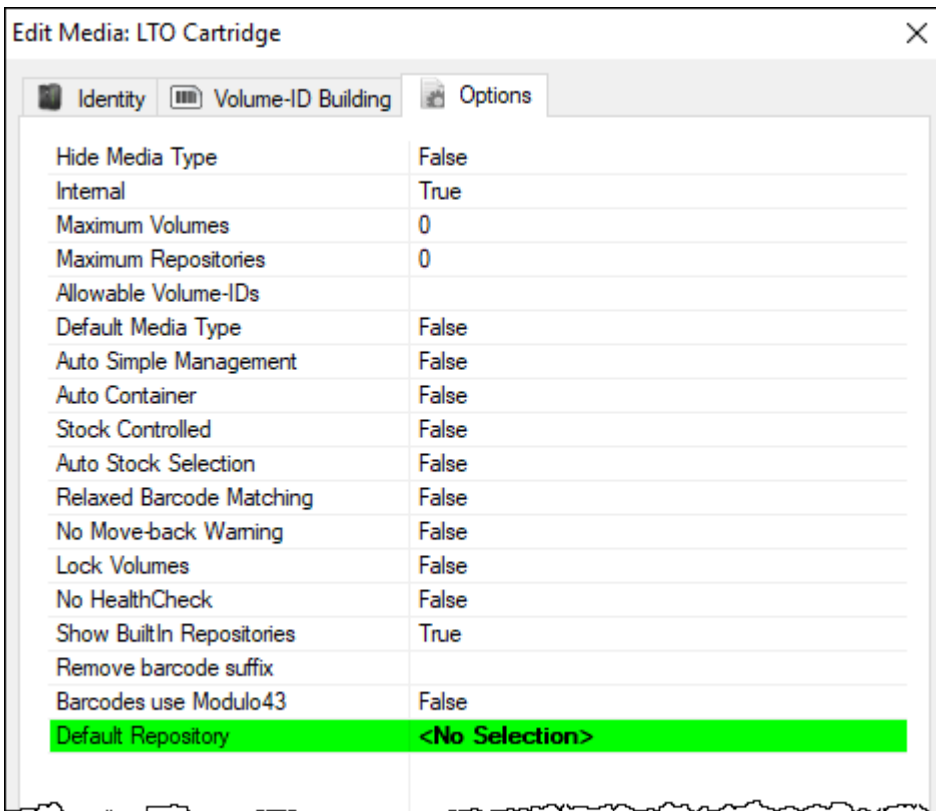


Any [Repository](#) set as the default (where [Volumes](#) are added to when a Target [Repository](#) is not specified) cannot be deleted until the dependency is removed.

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



On the **Options** tab, 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=1626147182>

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