

# Repository Window

The [Repository](#) window displays current [Repositories](#) allocated to the displayed [Media Type](#) of the selected [Customer](#).

## Right-Click Options

- Add: Adds a new [Repository](#).
- Delete: Deletes a current [Repository](#).
- Edit:
  - Paste Volumes: Pastes [Volumes](#) from clipboard.
- Generate Certificate: Generates a certificate recording creation time, volume count, number of [Volumes](#) marked as either surplus or deficit.
- Make Default Repository: Designates the [Repository](#) as the default location all new [Volumes](#) will be added to when created.
- Manage: Manage libraries, eject [Volumes](#) and add Scratch [Volumes](#) .
- Properties: Open [Repository](#) properties window.
- Scan:
  - To Add: Open scan window to add new [Volumes](#) .
  - To Scan-In: Open scan window to scan in [Volumes](#) to the selected [Repository](#).
  - To Scan-Out: Open scan window to scan out [Volumes](#) from the selected [Repository](#).
  - To Move: Open scan window to scan [Volumes](#) to be placed in a move status from their current location to the selected [Repository](#).
- Size:
  - Normal Size: Display [Repository](#) window at normal size.
  - Normal Size x 1.5: Display [Repository](#) window at 1.5 times the normal size.
  - Normal Size x 2: Display [Repository](#) window at 2 times the normal size.
- [View Repository Usage Map](#):
- Visibility:
  - Hide: Hide or remove [Repository](#) from view.
  - Show Hidden: Show hidden [Repositories](#).
  - Un-Hide: Un-hide or make visible hidden [Repositories](#).

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