

Setting A Password

There are several reasons to set or change passwords in TapeTrack such as restricting unauthorized access, good security practices or re-instanting disabled user.

As a password is a secure login credential to access TapeTrack, best password practices should be employed when setting or changing user passwords.

If using Active Directory authentication, local TapeTrack passwords will not be referenced when a user logs in (with No MD5 box checked on login screen) but can be used to reset access when a user account has been disabled or revoked.

Changing A Password For Current User

Open the password utility by selecting **File** → **Reset Password** from the main menu.

ID	Current Location	Target Location	Next Move	Description
000000L6	Library	Offsite Vault		Permanent
000001L6	Library	Offsite Vault		Permanent
000002L6	Library	Offsite Vault		Permanent
000003L6	Library	Offsite Vault		Permanent
000004L6	Library	Offsite Vault		Permanent
000005L6	Library	Offsite Vault		Permanent
000006L6	Library	Offsite Vault		Permanent
000007L6	Library	Offsite Vault		Permanent
000008L6	Library	Offsite Vault		Permanent
000009L6	Library	Offsite Vault		Permanent
000010L6	Library	Offsite Vault		Permanent
000011L6	Offsite Vault	Library		Permanent
000012L6	Library	Offsite Vault		Permanent
000013L6	Library	Offsite Vault		Permanent
000014L6	Library	Offsite Vault		Permanent
000015L6	Library	Offsite Vault		Permanent

Total Items 1,585

Connection 127.0.0.1 uses AES 256 bit encryption

Setting Your Own Password

In the **Password change** window, enter:

- your current password
- new password
- verify new password



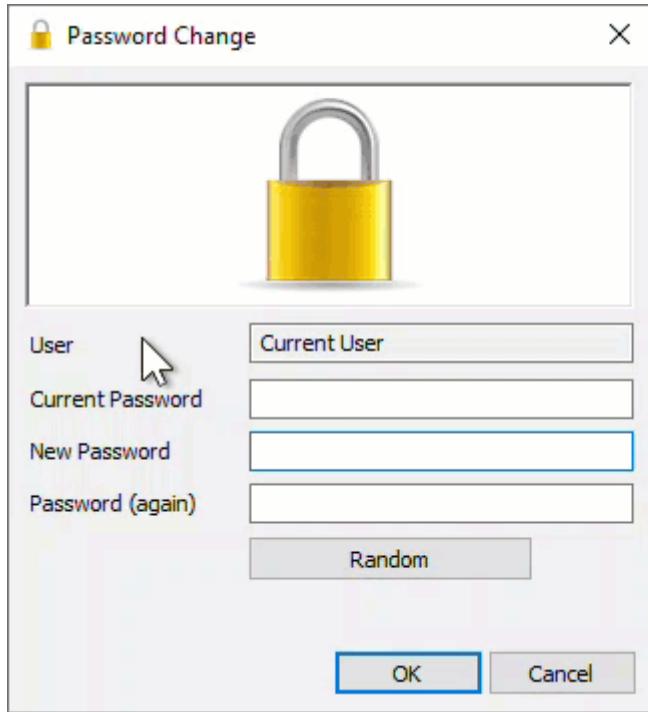
Click OK to update your password and return you to TapeMaster.

Randomly Generate Password

Click the Random button to enter a randomly generated password into the password fields. This will also open a Random Password Set window displaying the password value. To aid you recording this password value, you have the options:

- Click the Copy password button to copy generated password to your clipboard.
- Clicking the Copy message button will give you the text “A new TapeTrack User-ID has been created for you to use. You can access this account using the User-ID (Current User) and the password(B@7Npj%7GR)” copied to your clipboard for convenience when sending a message to the user with login details.
- Clicking the Email message button will open up your default email client with the same text as Copy message.

Click OK to close the Random Password Set window.



Enter your current password in the Current Password field.

Click OK to update your password and close the Password Change window.

Changing Other Users Passwords



If the menu option **Administration** is greyed out and inaccessible, you do not have sufficient privileges (tapemaster rights) to change others passwords

From the main menu select Administration → Group/User Administration.

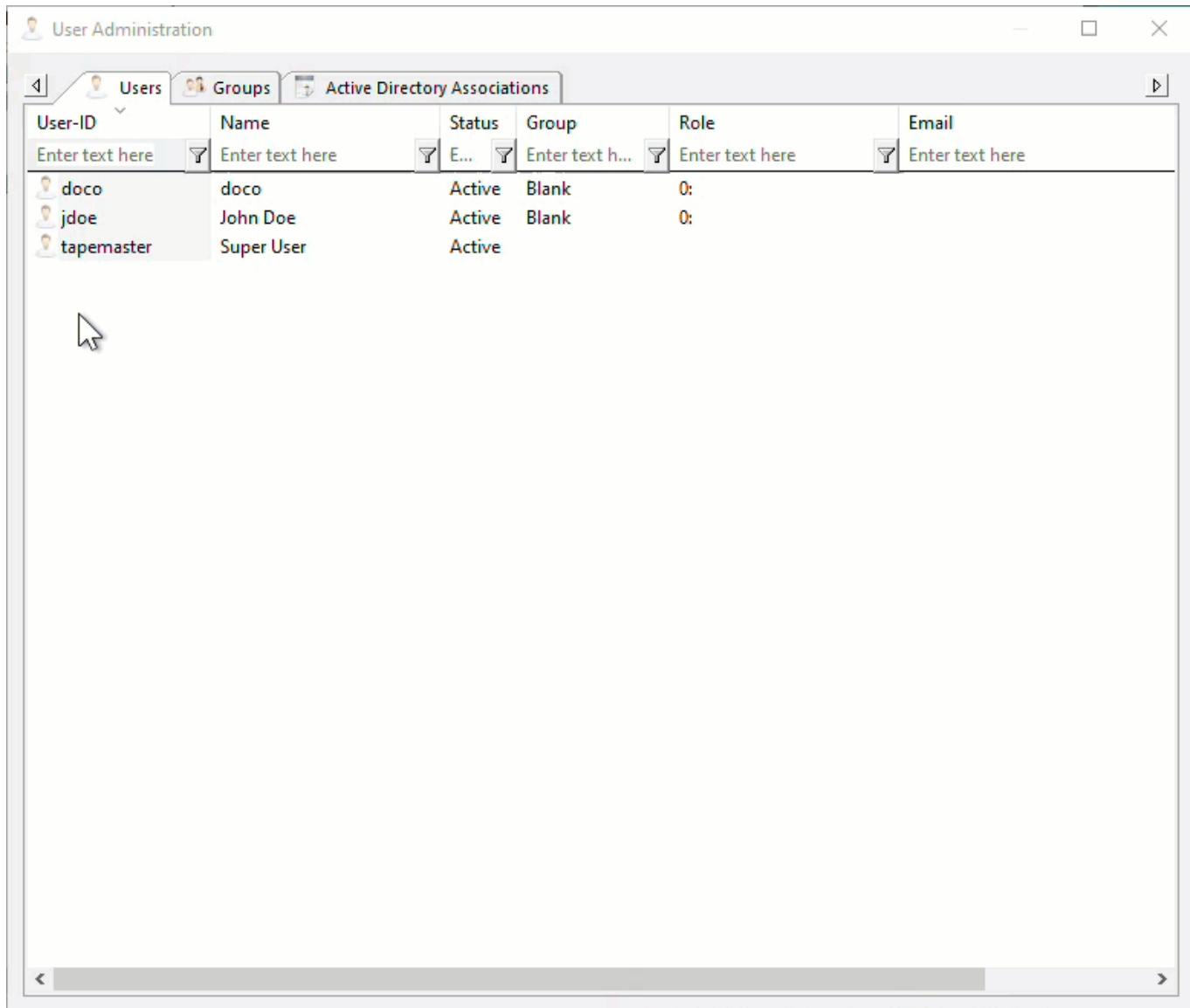
The screenshot shows the TapeTrack TapeMaster™ (GazillaByte) software interface. The left pane displays a tree view of storage locations: 'GazillaByte - Production' with branches for 'US00 - United State', 'US01 - New York', 'US02 - Los Angel', 'CONT - Conta', 'LTO - LTO Car', and 'US03 - North Car'. The right pane contains a 'Volumes' table and a 'Repositories' section. The 'Volumes' table is titled 'Los Angeles Data Center LTO Cartridge' and lists 1,585 items. The columns are 'ID', 'Current Location', 'Target Location', 'Next Move', and 'Description'. The 'Current Location' and 'Target Location' columns show 'Library' or 'Offsite Vault' for most entries. The 'Repositories' section shows icons for 'Gemtrac', 'Library', 'Transport', and 'Offsite Vault'.

ID	Current Location	Target Location	Next Move	Description
0000001L6	Offsite Vault	Library		Permanent
0000011L6	Library	Offsite Vault		Permanent
0000021L6	Library	Offsite Vault		Permanent
0000031L6	Library			Permanent
0000041L6	Library			Permanent
0000051L6	Library	Offsite Vault		Permanent
0000061L6	Library	Offsite Vault		Permanent
0000071L6	Library	Offsite Vault		Permanent
0000081L6	Library			Permanent
0000091L6	Library			Permanent
0000101L6	Library			Permanent
0000111L6	Offsite Vault			Permanent
0000121L6	Library			Permanent
0000131L6	Library			Permanent
0000141L6	Library			Permanent
0000151L6	Library			Permanent
0000161L6	Offsite Vault	Library		Permanent
0000171L6	Offsite Vault	Library		Permanent

Right click on the required User-ID and select from the popup menu, Management → Reset Password to open the **Password Change** window.



If you don't see the Management menu when right clicking on a User-ID, please see [Previous releases method](#) for resetting passwords



The screenshot shows a software application window titled "User Administration". The "Users" tab is selected. A table displays three user entries:

User-ID	Name	Status	Group	Role	Email
doco	doco	Active	Blank	0:	
jdoe	John Doe	Active	Blank	0:	
tapemaster	Super User	Active			

In the Password Change window to set a known password value, insert new password in the New Password field.

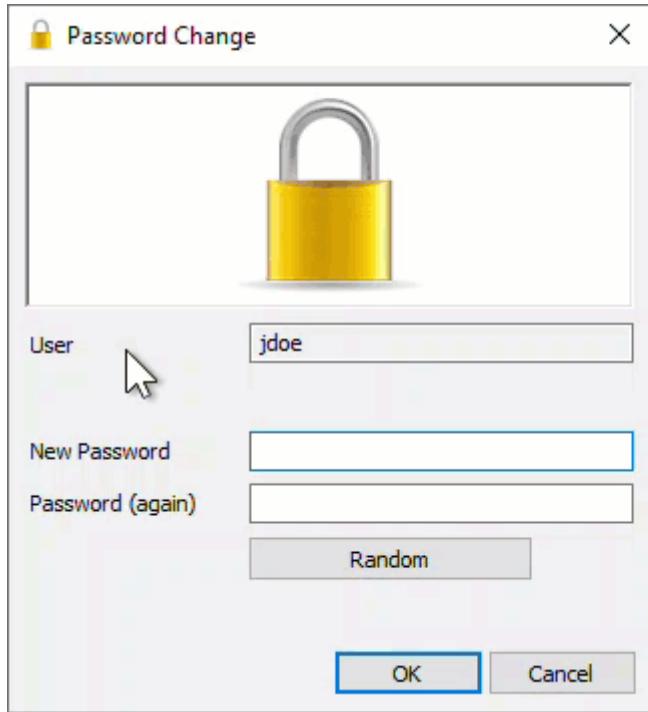
Type password in the Password (again) field to confirm the password value.



Alternatively, if you would like to set a randomly generated password click the Random button to enter a randomly generated password into the password fields. This will also open a Random Password Set window displaying the password value. To aid you recording this password value, you have the options:

- Click the Copy password button to copy generated password to your clipboard.
- Clicking the Copy message button will give you the text “ A new TapeTrack User-ID has been created for you to use. You can access this account using the User-ID (Current User) and the password(B@7Npj%7GR)” copied to your clipboard for convenience when sending a message to the user with login details.
- Clicking the Email message button will open up your default email client with the same text as Copy message.

Click OK to close the Random Password Set window.



Click OK to close the Password Change window and return to the "User Administration window. Update any other User's if required, click X" at the top right of the window to exit back to TapeMaster.

It is a good practice to have any user you change the password for to have them [reset](#) their password the next time they logon.

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



Permanent link:
https://rtfm.tapetrack.com/master/set_password

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