

- **Properties:** Opens [Volume Properties](#), if multiple [Volumes](#) are selected [Volume Properties](#) will open sequentially for each one.
- **Copy Column**
 - **Volume - ID:** Copies selected [Volume-ID's](#) column values to Windows Clipboard.
 - **Date:** Copies selected [Volume-ID's](#) Dates column values to Windows Clipboard.
 - **Days:** Copies selected [Volume-ID's](#) Days column values to Windows Clipboard.
- **Export:** Opens Export window
- **Filters**
 - **Clear All**
 - **Restore**
 - **Save**
- **Print:** Prints selected [Volumes](#) to PDF.
- **Select**
 - **All:** Selects all [Volumes](#).
 - **Invert:** Inverts [Volume](#) selection.
 - **Random:** Opens dialog to select a number of random [Volumes](#) (input number or percentage to be selected)
- **View**
 - **Icon:** Displays list in Icon format.
 - **List:** Displays [Volume-ID's](#) in List format.
 - **Report:** Displays list in Report format including [Volume-ID](#), Date and Days.
 - **Small Icon:** Displays list in Small Icon format.
 - **Extras**
 - **Balance Columns:** Balances column spacing in report.
 - **Display Gridlines:** Adds Gridlines to rows in report.
 - **Display Pyjama Paper Style:** Adds Pyjama paper style shading to rows in report.

insert

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