2025/04/06 01:22 1/3 Date Aging - Expiry Date

## **Date Aging - Expiry Date**

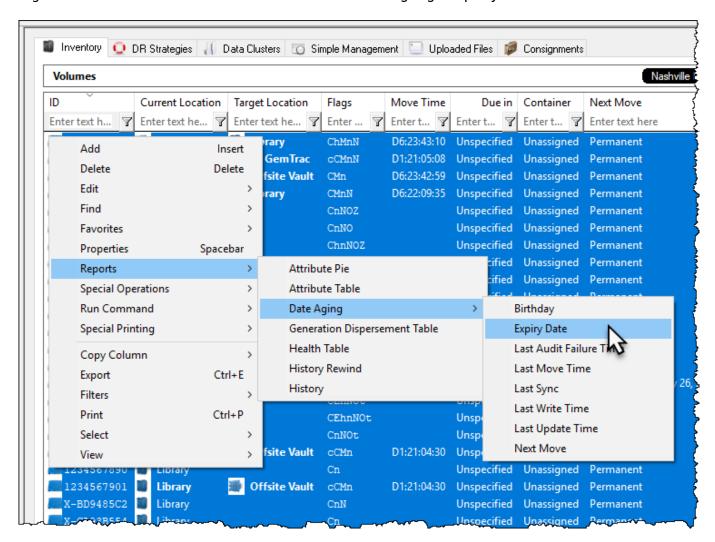
Displays a table and bar graph of selected volumes expiry date.

## **Selecting Volumes for Display**

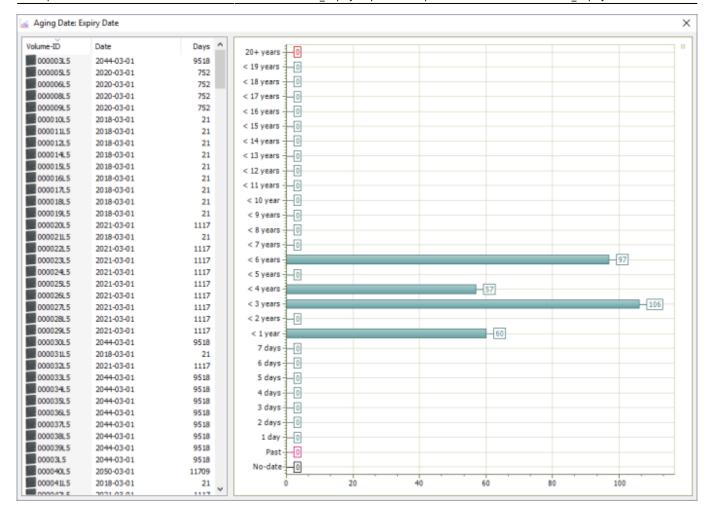
Select all volumes by right-clicking in the inventory window and select Select→All, or using shift+click and/or control+click select the range of tapes required.

## **Display Volume Birthday**

Right-click the selected volumes and click View→Date Aging→Expiry Date.



Volumes and associated information can be reordered by Volume ID, Date or Days until expiry by clicking on column headings. Clicking on the same heading will change the displayed order between ascending and descending order.



## **Right-Click Options**

Right-clicking in the table (left) side of the report gives you the options:

- Edit
  - **Copy**: Copies the selected volume ID's to the clipboard.
- Export
  - To Email: Adds a fixed with text file with Volume IDs, Date and time of creation and days since creation to email
  - **To Text File**: Exports Volume IDs, Date and time of creation and days since creation to fixed width text file.
- Print
  - All: Prints all volumes with Date and time of creation and days since creation.
  - Selected: Prints selected volumes with Date and time of creation and days since creation.

Click the X in the top right of the window to close.

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From:

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Last update: 2025/01/21 22:07

