





## Right-Click Options

Right clicking on the left window will present a menu of extra functions:

- 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.
- Count Unique Values
  - Volume - ID: Counts unique selected [Volume-ID's](#) column values and displays them in a Pie Chart and table.
  - Date: Counts unique selected Dates column values and displays them in a Pie Chart and table.
  - Days: Counts unique selected Days column values and displays them in a Pie Chart and table.
- Export: Opens Export window to export selected [Volume-ID's](#) to file.
- 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.

2021/08/20 00:37 · Scott Cunliffe

[insert](#)

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

Permanent link:  
[https://rtfm.tapetrack.com/master/view/date\\_expiry?rev=1629428980](https://rtfm.tapetrack.com/master/view/date_expiry?rev=1629428980)

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

