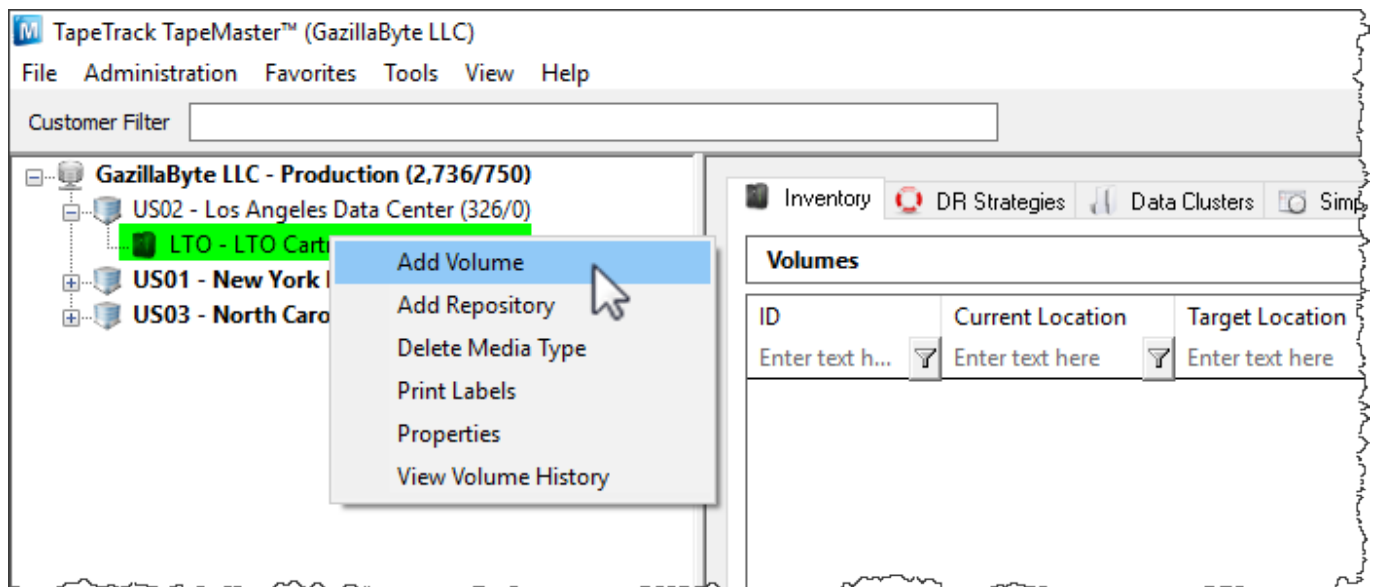


Adding and Maintaining Volumes

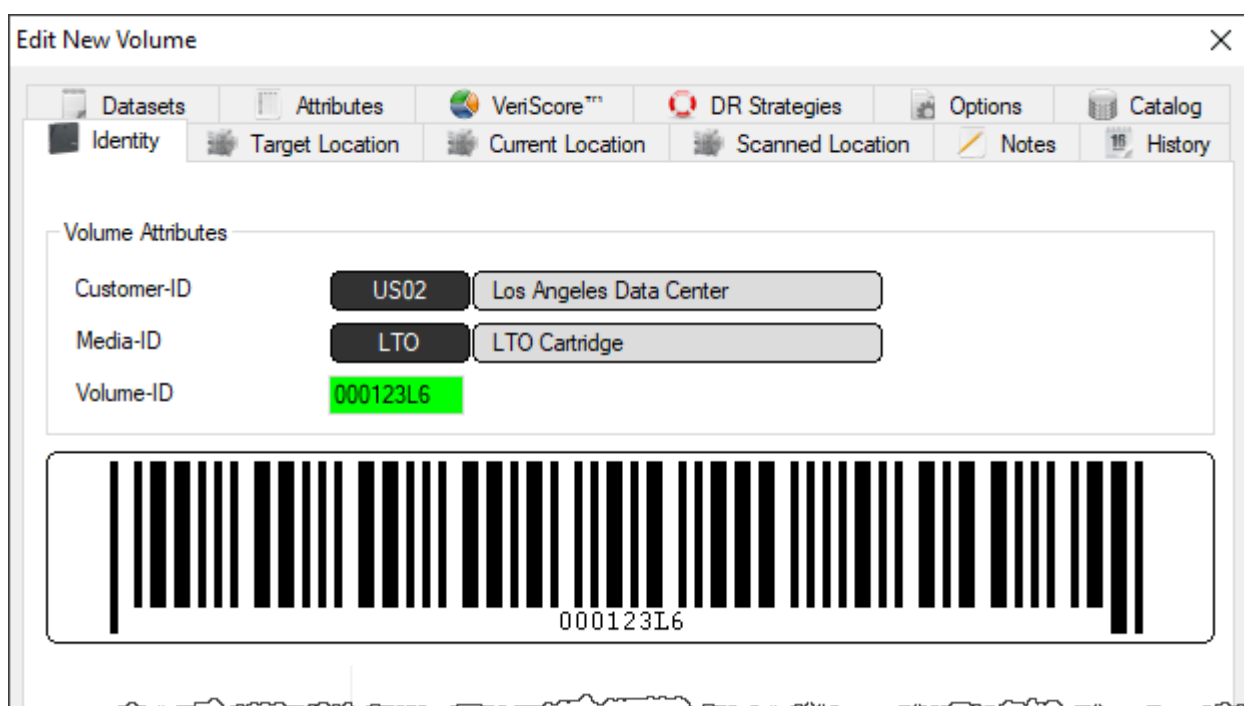
Adding Volumes

Right-Click to add volumes

To add a Volume, right-click on a [Media Type](#) and select Add Volume or press Insert on the keyboard when viewing the [Volume List](#).

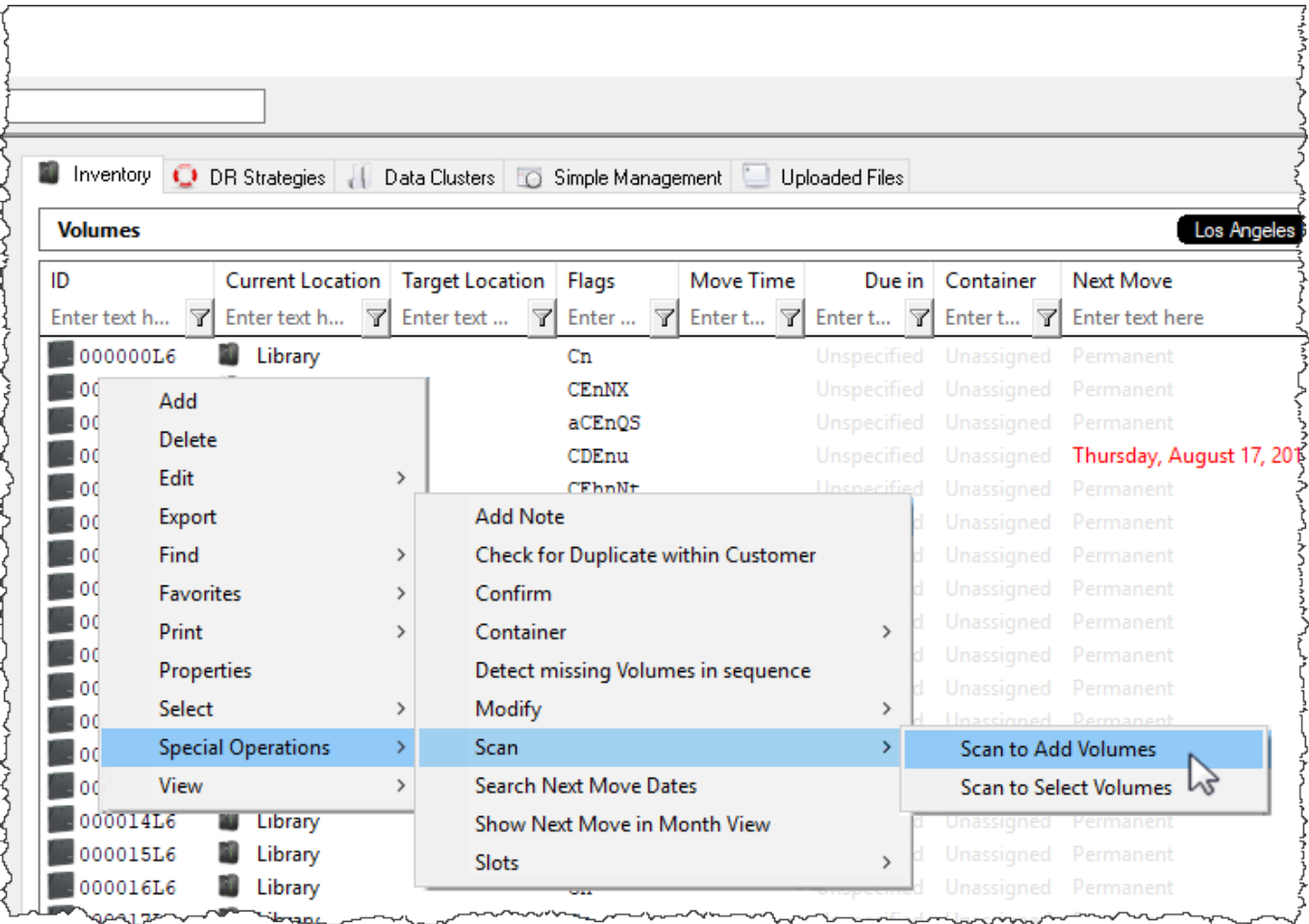


In the Edit new volume window enter the volume ID of the new volume to be added and click Save.

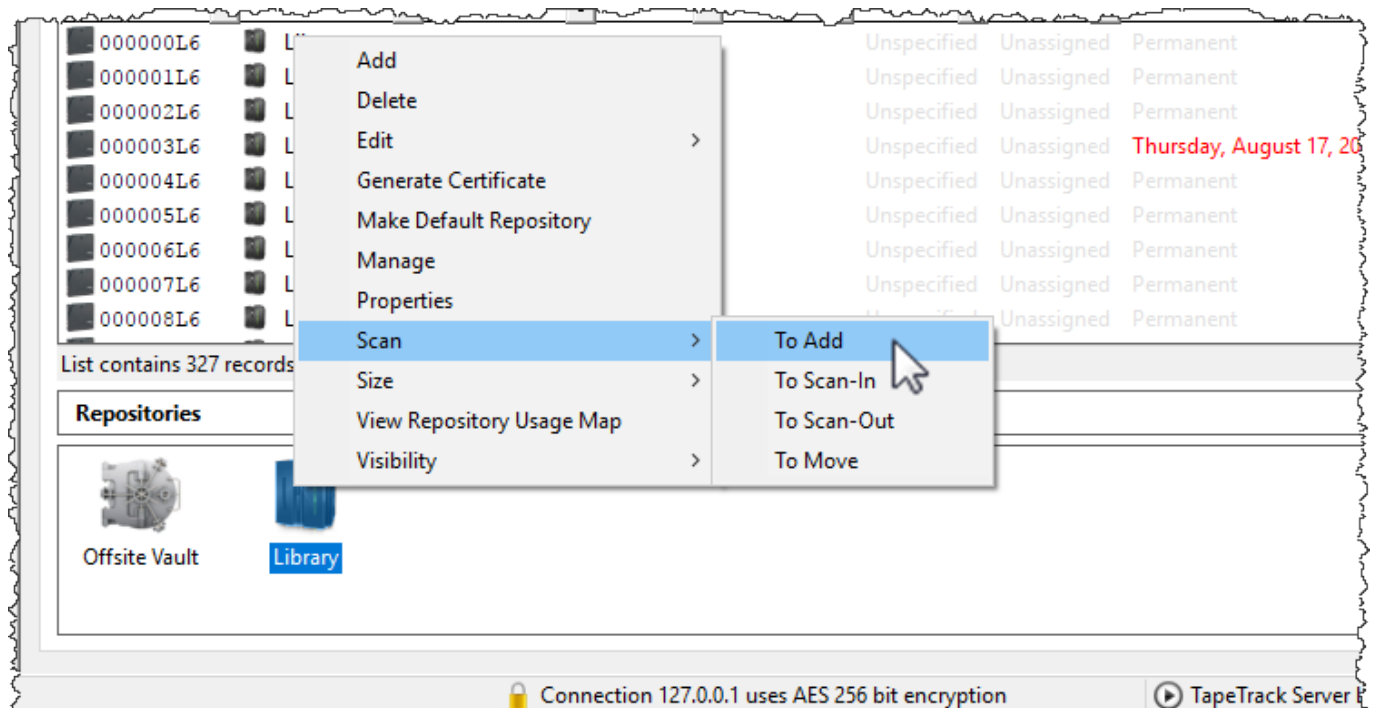


Scan to Add Volumes

Right-Click in the Volume List, navigate to Special Operations, and select Scan to Add Volumes to use a Barcode scanner to add Volumes to your default repository.

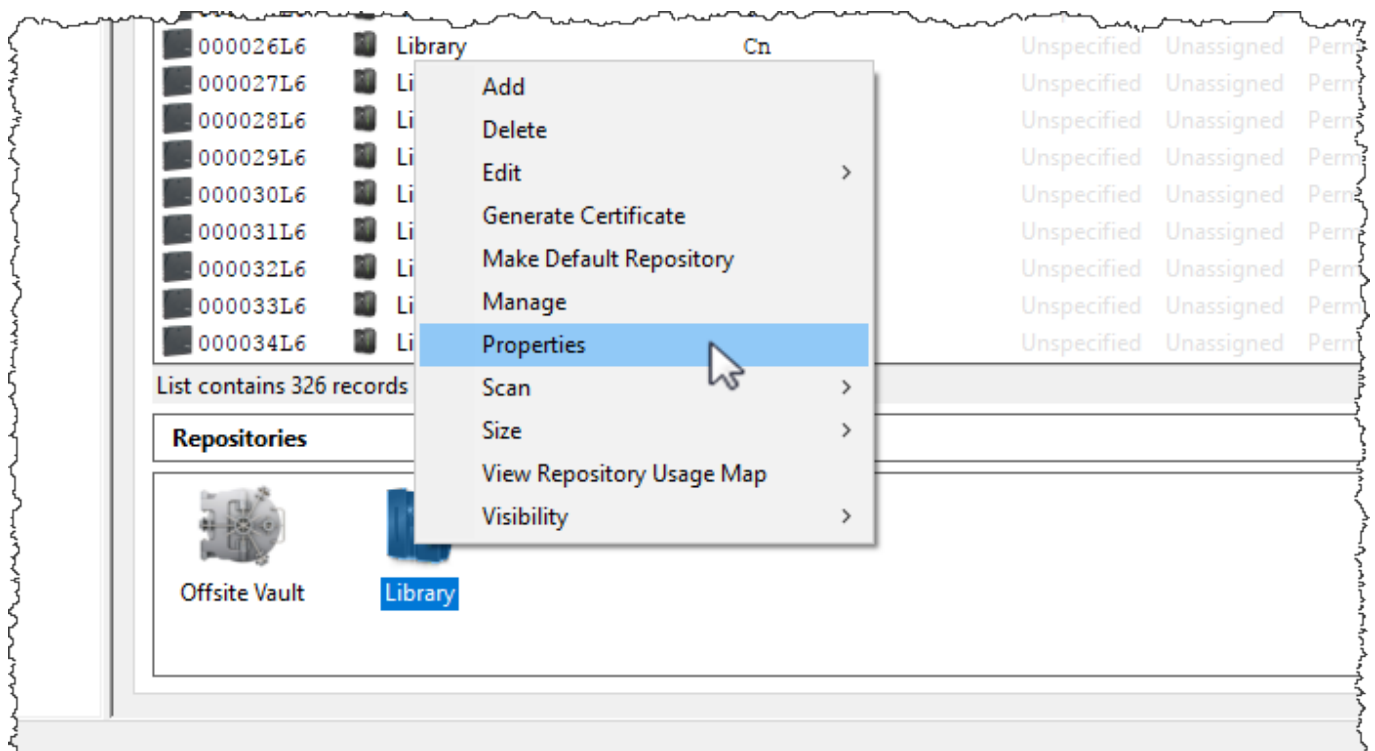


To add volumes to a repository other than your default, right click the required repository and select Scan → To Add and scan volumes to be added.



Deleting Volumes


To delete a Volume Allow Deletes must be set to True for the repository the relevant Volume is residing in. To enable this right click on the Repository and select Properties or double click the repository.



Under the Options tab, set **Allow Deletes** to True and Save.



Set **Allow Deletes** back to False when finished removing required volumes to stop

 accidental deletion of any other volumes.

Edit Repository: Library

IdentityZonesSlot UsageOptionsUsage HistoryMovement HistoryCertification

GUIDs

Local	55533033-0000-0000-4c54-4f004c494252
Remote	00000000-0000-0000-0000-000000000000
Allowable Volume-IDs	
Type	Library
Scratch Mode	No Change
Scratch Priority	0
Offsite	False
Primary	False
No Distribution	False
Internal	False
Sort Sequence	0
Force Simple Management	False
No Next Repository	True
Allow Deletes	True
Allow Overlaps	False

Select a volume. Right-click and select Delete. A Delete Confirmation window will be displayed. Select Delete this Item to delete the volume.


To delete multiple Volumes, select the volumes in the Volume List, Right-click, and select Delete. Then select Delete All Items.

InventoryDR StrategiesData ClustersSimple ManagementUploaded Files

Volumes

Nashville Data CenterLTO Cartridge

ID	Current Location	Target Location	Flags	Move Time	Due in	Container	Next Mov
Enter text h...	Enter text here	Enter text ...	Enter ...	Enter t...	Enter t...	Enter t...	Enter text
00000113	Library		CnN		Unspecified	Unassigned	Permaner
00		brary	CDMnNt	D1:01:06:49	Unspecified	Unassigned	Tuesday,
00			CnNtZ		Unspecified	Unassigned	Permaner
00			CnNtZ		Unspecified	Unassigned	Permaner
00		brary	CMnNtZ	D4:03:08:46	Unspecified	Unassigned	Permaner
00			CnN		Unspecified	Unassigned	Permaner
00			CnNt		Unspecified	Unassigned	Permaner
00			CnNOT		Unspecified	Unassigned	Permaner
00			CnNOT		Unspecified	Unassigned	Permaner
00		brary	CMnNZ	D4:03:08:46	Unspecified	Unassigned	Permaner
00		brary	CMnZ	D4:03:08:46	Unspecified	Unassigned	Permaner
00		brary	CMnZ	D4:03:08:46	Unspecified	Unassigned	Permaner
00		brary	CMnZ	D4:03:08:46	Unspecified	Unassigned	Permaner
00		brary	CMnZ	D4:03:08:46	Unspecified	Unassigned	Permaner
00		brary	CMnZ	D4:03:08:46	Unspecified	Unassigned	Permaner

 If a deleted Volume is added back in to the database, all it's history will remain.

<https://rtfm.tapetrack.com/>

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See [Special Operations Menu](#) for further information.

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