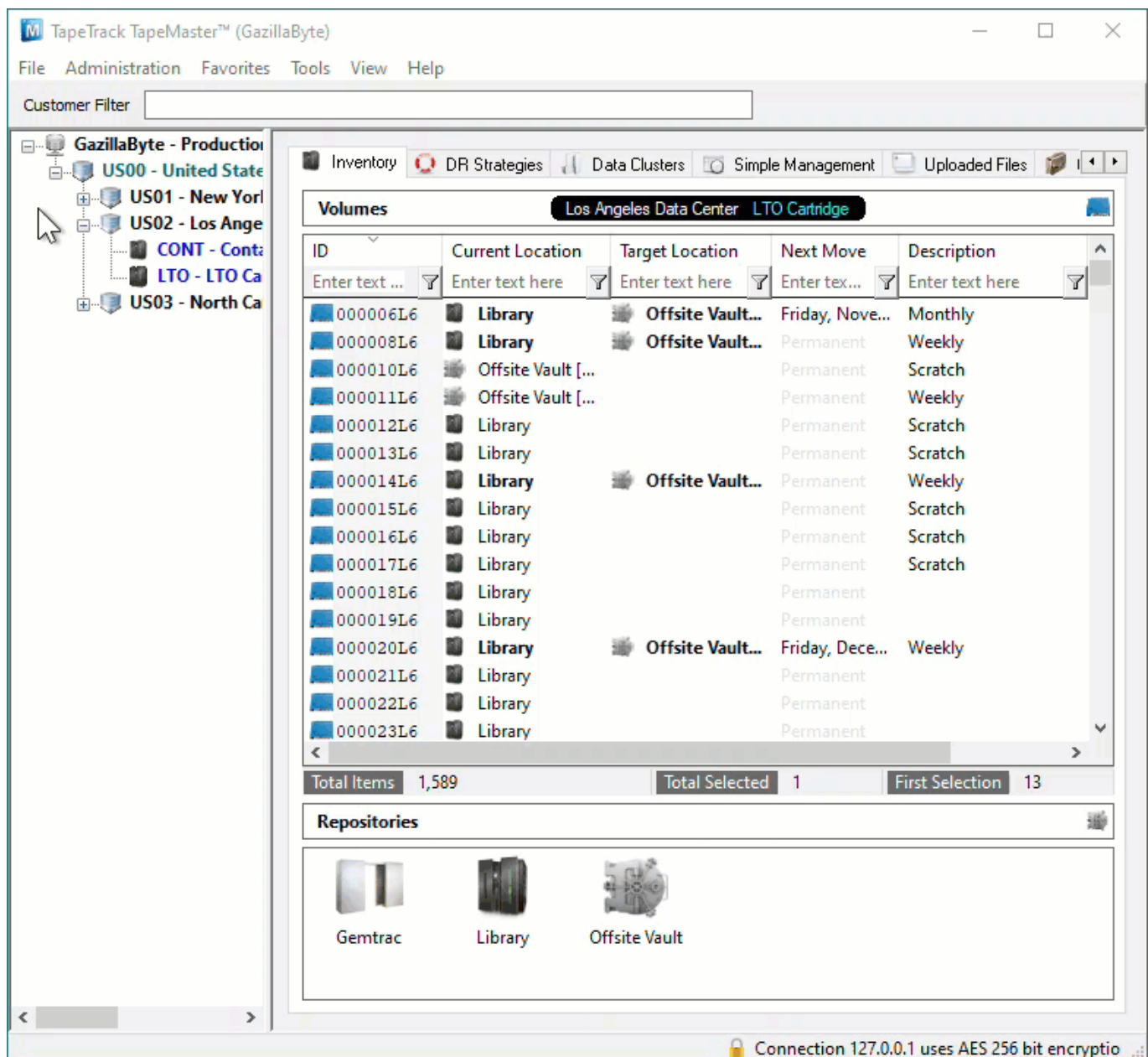


Adding and Maintaining Volumes

Adding Individual Volumes

To add a [Volume](#) either:

- Right-click on a [Media Type](#) and select Add Volume.



- Right-click in the Inventory window and select Add.

TapeTrack TapeMaster™ (GazillaByte)

File Administration Favorites Tools View Help

Customer Filter

GazillaByte - Production

- US00 - United States
 - US01 - New York
 - US02 - Los Angeles
 - CONT - Contingency
 - LTO - LTO Cartridge
 - US03 - North Carolina

Inventory DR Strategies Data Clusters Simple Management Uploaded Files

Volumes Los Angeles Data Center LTO Cartridge

ID	Current Location	Target Location	Next Move	Description
Enter text ...	Enter text here	Enter text here	Enter text...	Enter text here
000006L6	Library	Offsite Vault...	Friday, Nove...	Monthly
000008L6	Library	Offsite Vault...	Permanent	Weekly
000010L6	Offsite Vault [...]		Permanent	Scratch
000011L6	Offsite Vault [...]		Permanent	Weekly
000012L6	Library		Permanent	Scratch
000013L6	Library		Permanent	Scratch
000014L6	Library	Offsite Vault...	Permanent	Weekly
000015L6	Library		Permanent	Scratch
000016L6	Library		Permanent	Scratch
000017L6	Library		Permanent	Scratch
000018L6	Library		Permanent	
000019L6	Library		Permanent	
000020L6	Library	Offsite Vault...	Friday, Dece...	Weekly
000021L6	Library		Permanent	
000022L6	Library		Permanent	
000023L6	Library		Permanent	

Total Items 1,589 Total Selected 1 First Selection 13

Repositories

Gemtrac Library Offsite Vault

Connection 127.0.0.1 uses AES 256 bit encryption

- Click in the Inventory window and press Insert on the keyboard

This will open the Edit New Volume window.

In the Edit New Volume window enter the **Volume-ID** of the new **Volume** to be added. **Volume-ID's** must be unique within a **Customer/Media Type** scope and must be between 1 and 10 alphanumeric characters long.

Volume Attributes

Customer-ID US02 Los Angeles Data Center

Media-ID LTO LTO Cartridge

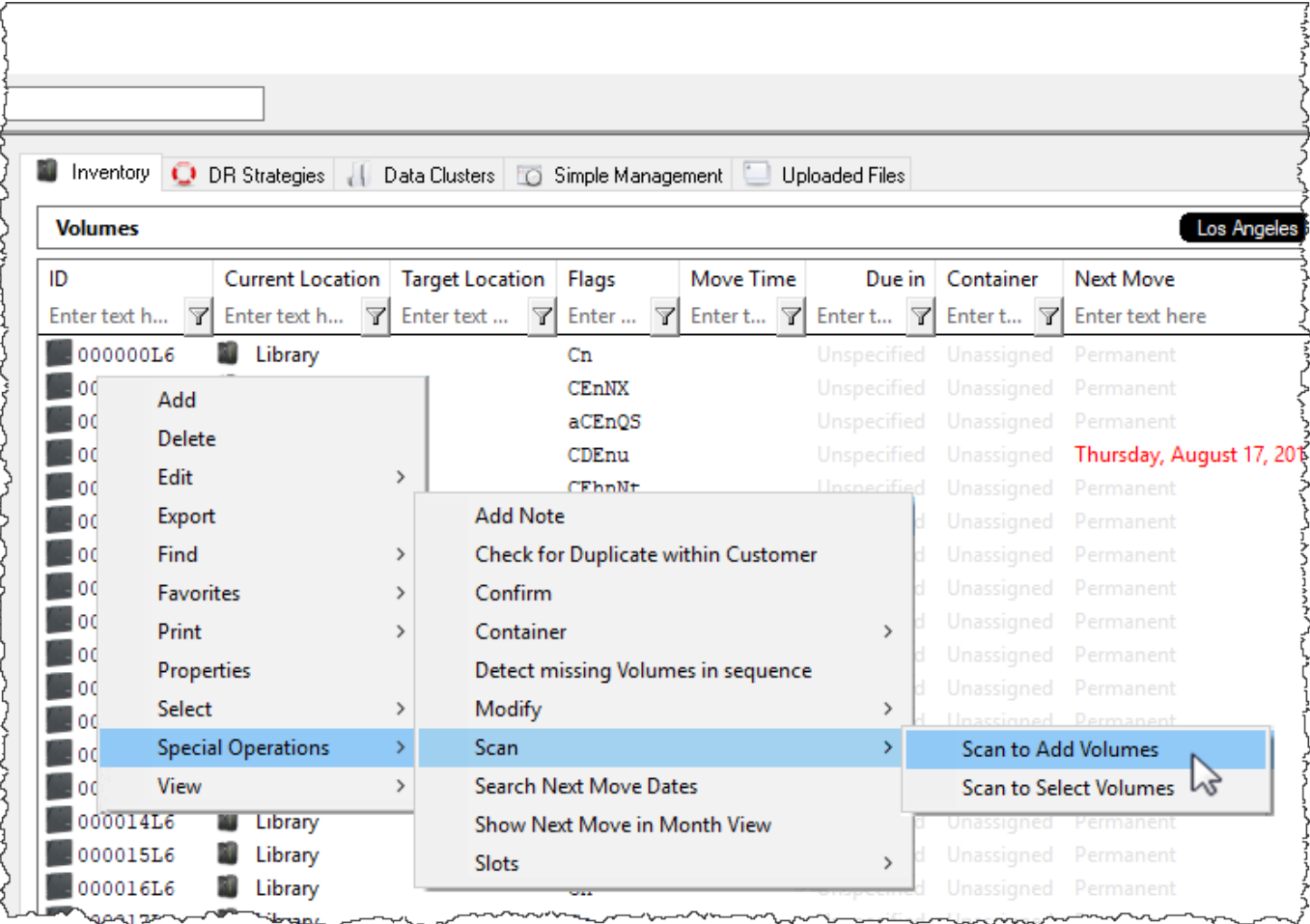
Volume-ID

Save Cancel Help

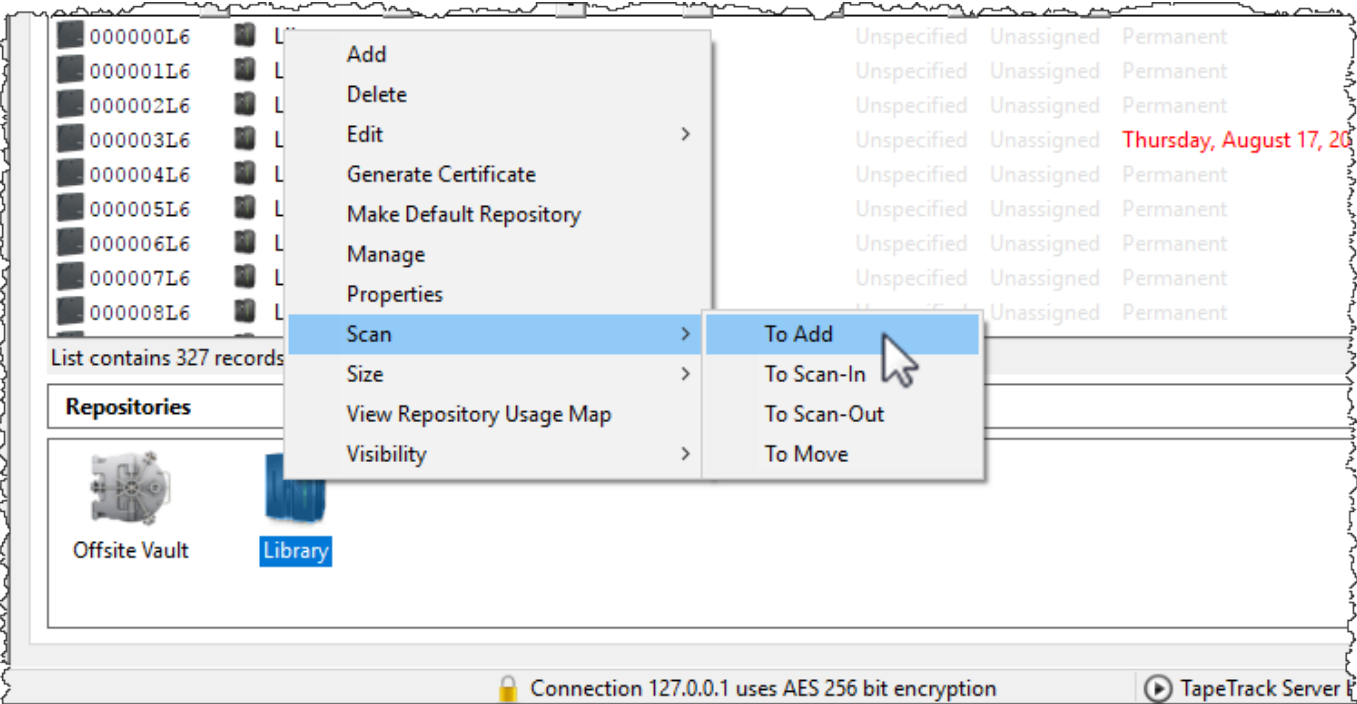
Click Save to add [Volume](#).

Scan to Add Volumes

Right-Click in the Volume List, navigate to Special Operations, and select Scan → 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.



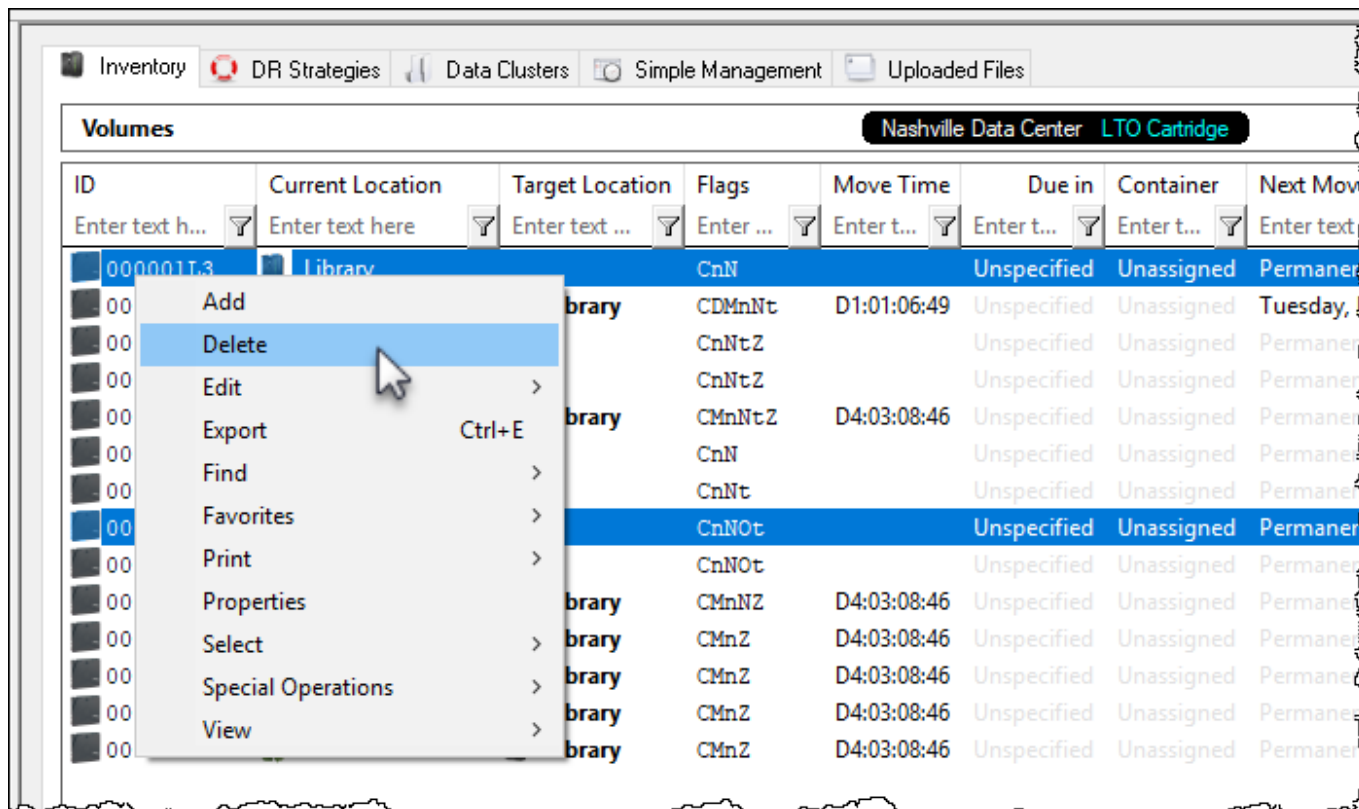
Deleting Volumes



You must have **Alter** rights to delete [Volumes](#)

Select the required [Volume](#) , or range of [Volumes](#) from the inventory window you want to delete.

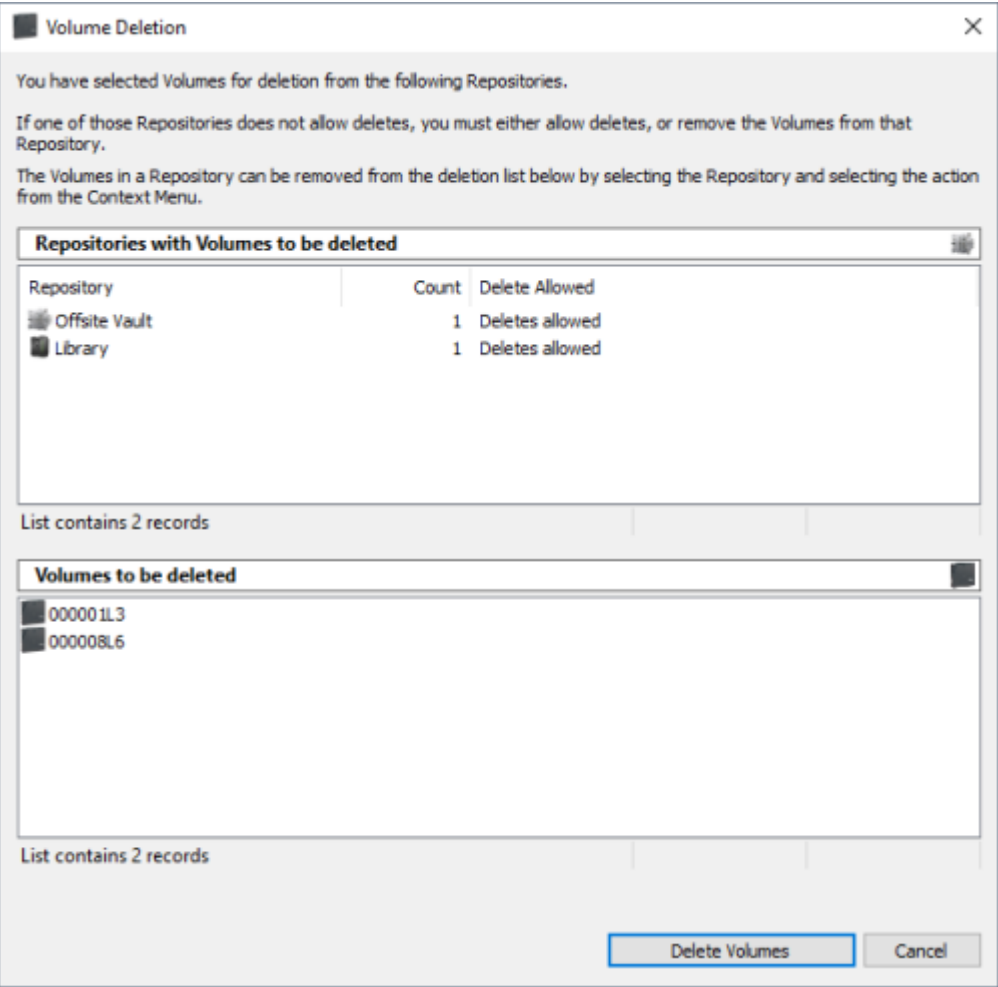
Right-click highlighted [Volumes](#) and select Delete, or press Delete (DEL) on the keyboard.



The **Volume Deletion** window will display the [Repository](#) where the [Volumes](#) to be deleted are located in the top pane and [Volume-ID's](#) in the lower pane.



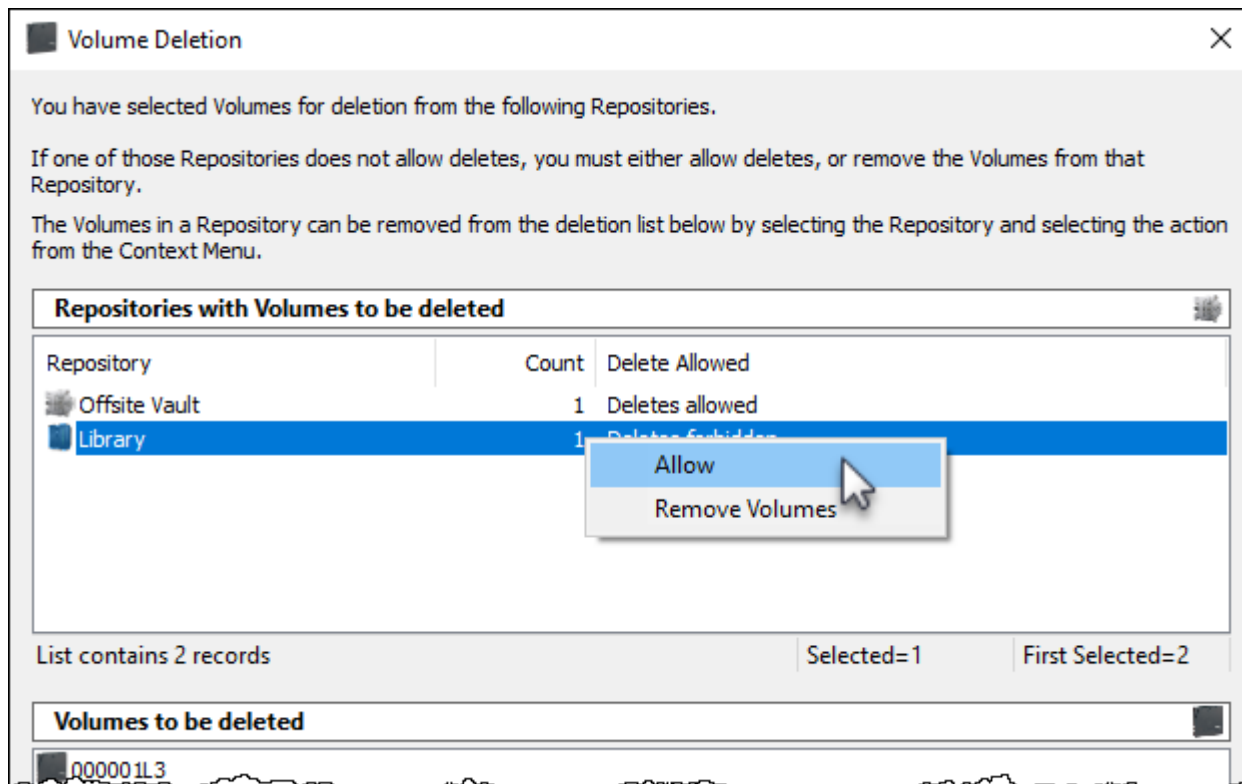
If the **Volume Deletion** window is not displayed it is because you are running an outdated version of TapeMaster. Instructions to delete [Volumes](#) in older versions of TapeMaster can be found [here](#)



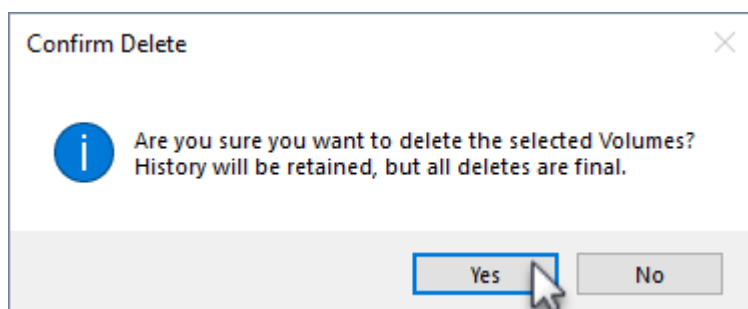
Each row in the top pane will, along with the [Repository Description](#) (or ID), list the number of [Volumes](#) for deletion and the delete status of either **Deletes Allowed** or **Deletes Forbidden**.

For any [Repository](#) listed with a status of **Deletes Forbidden** you must either:

- Right-clicking the row and selecting Allow to change status to **Deletes Allowed**
- Right-clicking the row and selecting Remove to remove the [Volumes](#) before deletion of any [Volumes](#) located in a [Repository](#) with **Deletes Allowed** status.



Click **Delete Volumes** and **Yes** to the delete confirmation to delete the **Volumes**.



As deleting **Volumes** is permanent, clicking **No** to the delete confirmation is your last opportunity to cancel the delete function.

When a **Volume** is deleted its historical entries remain in the database. If a deleted **Volume** is added back into the database, all previous history records including when deleted and added back, are listed under that **Volumes History** tab.

Edit Volume: 000017L5

Datasets		Attributes		VeriScore™		DR Strategies		Options		Catalog	
Identity		Target Location		Current Location		Scanned Location		Notes		History	
Date	Type	From	To								
Enter text here	Enter text here	Enter text here	Enter text here								
2018-06-12 09:18:58	Scanned-In	Scratch Volumes	Library								
2018-06-12 09:18:51	Target	Scratch Volumes	Library								
2018-06-12 09:18:42	Scanned-In	Offsite Vault [000020]	Scratch Volumes								
2018-06-12 09:18:35	Target	Offsite Vault [000020]	Scratch Volumes								
2018-06-12 09:18:28	Scanned-In	Library	Offsite Vault [000020]								
2018-06-12 09:18:22	Target	Offsite Vault	Offsite Vault [000020]								
2018-06-12 09:18:14	Target	Library	Offsite Vault								
2018-06-12 09:18:07	Added	Library	Library								
2018-05-03 09:04:20	Deleted	Library	Offsite Vault								
2018-05-02 12:49:28	Target	Library	Library								
2018-04-19 11:26:28	Added										

As setting **Repository** to **Allow Deletes** alters the properties of that **Repository**, if required, reset the **Repository** to **no deletes** by right-clicking the required **Repository**, selecting Properties and change the Allow Deletes field in the Options tab to false.

Edit Repository: Offsite Vault

Identity		Zones		Slot Usage		Options		Usage History		Movement History		Certification	
GUIDs													
Local	55533031-0000-0000-4c54-4f004f464653												
Remote	00000000-0000-0000-0000-000000000000												
Allowable Volume-IDs													
Type	Vault												
Scratch Mode	No Change												
Scratch Priority	0												
Offsite	True												
Primary	False												
No Distribution	False												
Internal	False												
Sort Sequence	0												
Force Simple Management	False												
No Next Repository	False												
Allow Deletes	False												
Allow Overlaps	True												
De-assign from Container	False												
Empty Container	False												
Do not slot if Container	False												
Do not slot	False												
Require Tag	False												

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

From:

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

Permanent link:

<https://rtfm.tapetrack.com/master/volumes?rev=1627951491>

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