

# Adding and Maintaining Volumes

## Adding Individual Volumes

To add an individual [Volume](#) either:

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

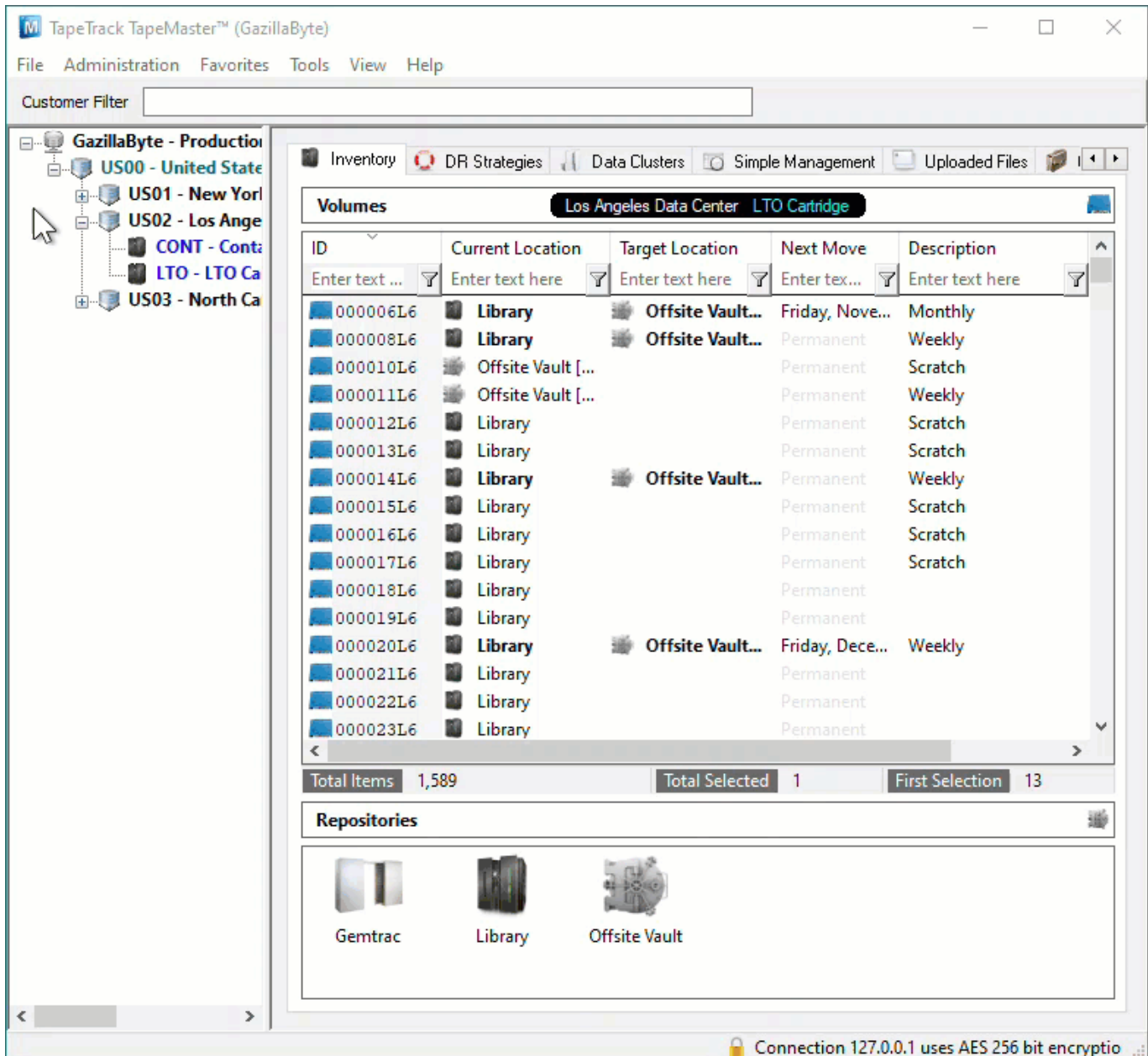
The screenshot displays the TapeTrack TapeMaster™ (GazillaByte) application window. The interface includes a menu bar (File, Administration, Favorites, Tools, View, Help) and a Customer Filter input field. The main content area is divided into several sections:

- Left Panel:** A tree view showing the hierarchy of data centers and media types, including "GazillaByte - Production", "US00 - United State", "US01 - New York", "US02 - Los Angeles", "CONT - Cont...", "LTO - LTO Ca", and "US03 - North Ca".
- Inventory Window:** A table titled "Volumes" for the "Los Angeles Data Center" and "LTO Cartridge" media type. The table has columns for ID, Current Location, Target Location, Next Move, and Description. The table contains 13 rows of data, with the first row selected.
- Summary:** A bar at the bottom of the inventory window shows "Total Items: 1,589", "Total Selected: 1", and "First Selection: 13".
- Repositories:** A section below the inventory window showing three repository types: Gemtrac, Library, and Offsite Vault, each with a corresponding icon.

At the bottom of the application window, a status bar indicates "Connection 127.0.0.1 uses AES 256 bit encryption".

ID	Current Location	Target Location	Next Move	Description
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	Scratch
000019L6	Library		Permanent	Scratch
000020L6	Library	Offsite Vault...	Friday, Dece...	Weekly
000021L6	Library		Permanent	Scratch
000022L6	Library		Permanent	Scratch
000023L6	Library		Permanent	Scratch

or right-click in the Inventory window and select Add.



or 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](#).

## Adding Multiple Volumes

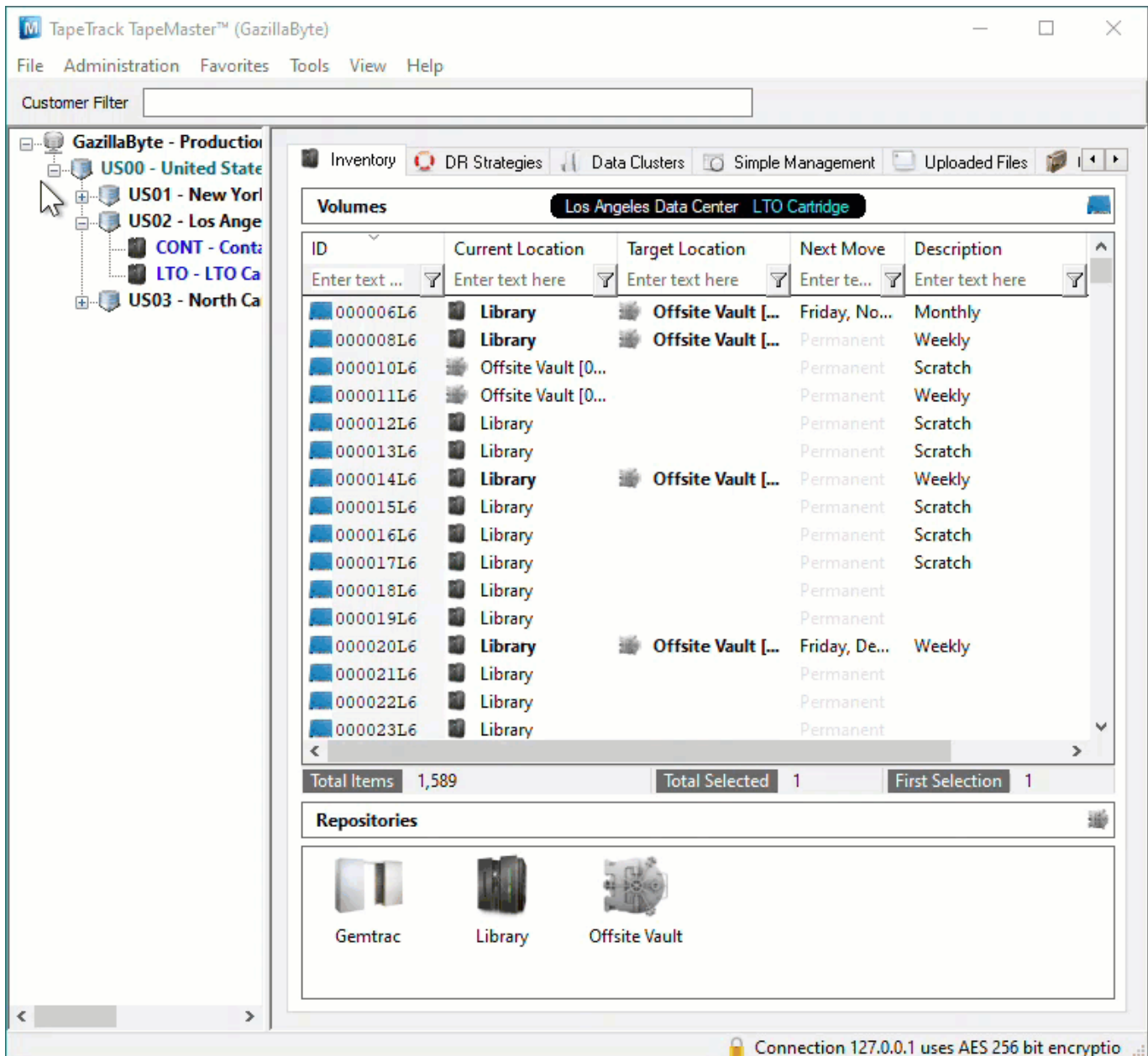
Adding multiple Volumes can be accomplished using several different methods.

- [Scanning Volumes using the "Scan To Add"](#) process, best suited to adding small groups of Volumes with a scanner, keyboard or [GazillaByte CloudScan App](#).
- Pasting in Volumes from Windows Clipboard or file, best suited to adding new Volumes from emailed or file lists of Volume-ID's.
- [Importing Volumes from Excel file](#), best suited to adding Volumes and additional data from Excel sheets.
- [Creating Volumes using the "Volume-ID Building" tool](#).
- Importing Volumes from your Backup Software with TMSS10Sync.
  - [Backup Exec](#)
  - [Commvault](#)
  - [Data Protector](#)

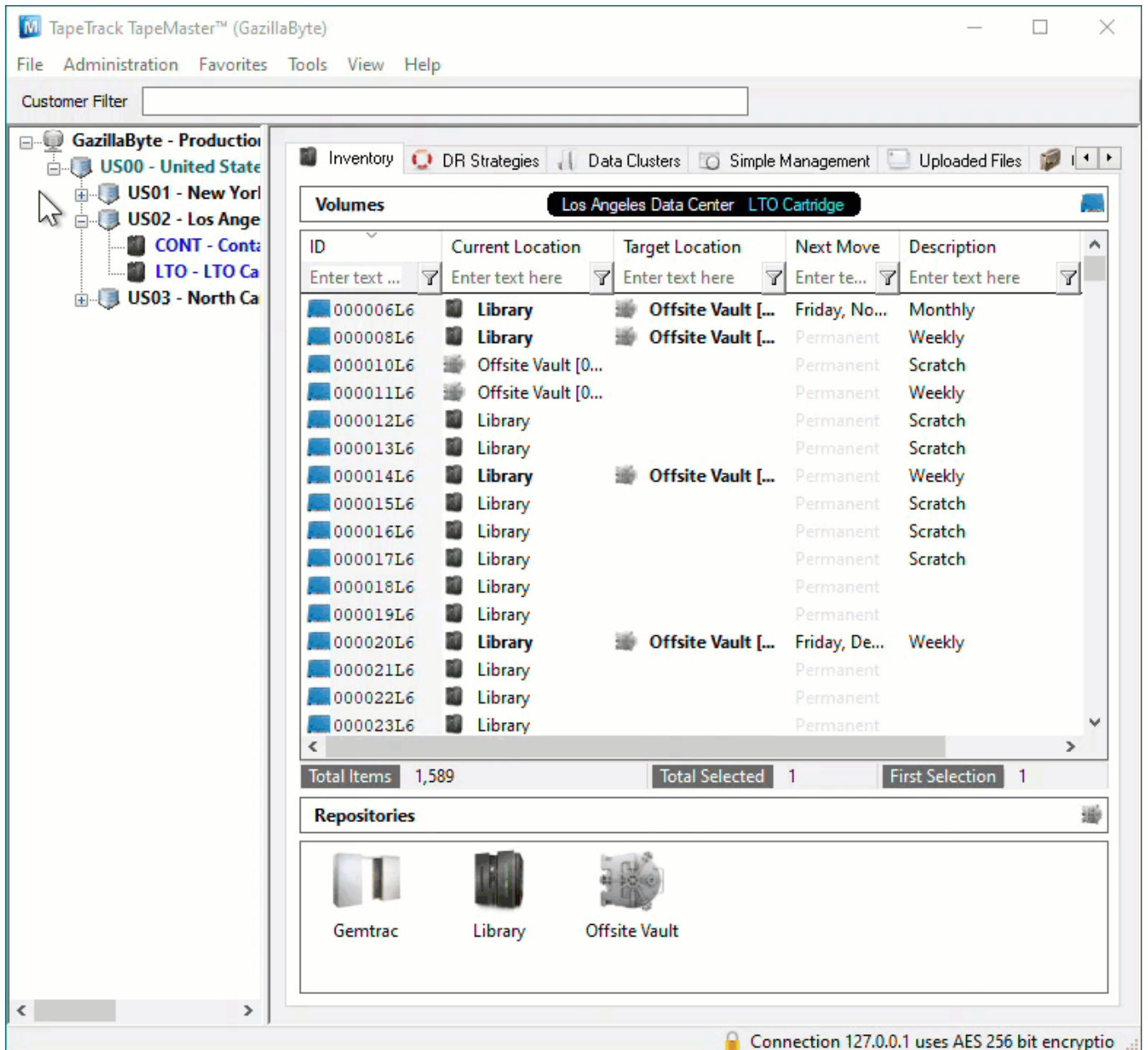
- [Netbackup](#)
- [Networker](#)
- [Tivoli Storage Manager](#)
- [VEEAM](#)

## Scan To Add

To add [Volumes](#) to your default [Repository](#) (or Initial [Repository](#) if no default is set) right-click in the Volume List, navigate to Special Operations, and select Scan → Scan to Add Volumes to open the Scan In window.



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.



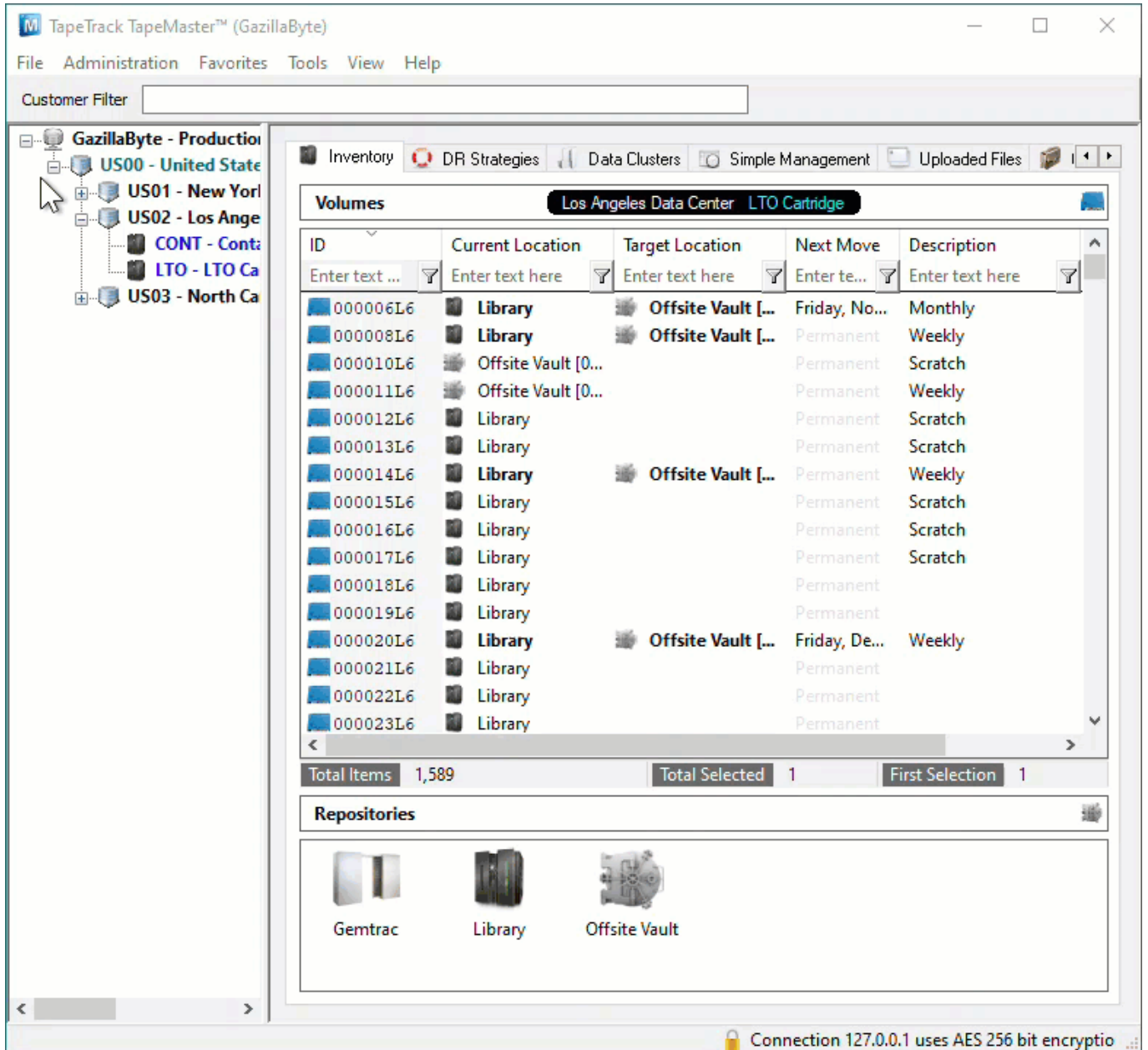
Scan your Volume Barcodes using a Barcode scanner to add [Volumes](#) to TapeTrack.

Once all Volumes have been scanned, close the Scan In window by clicking the X at the top right corner.

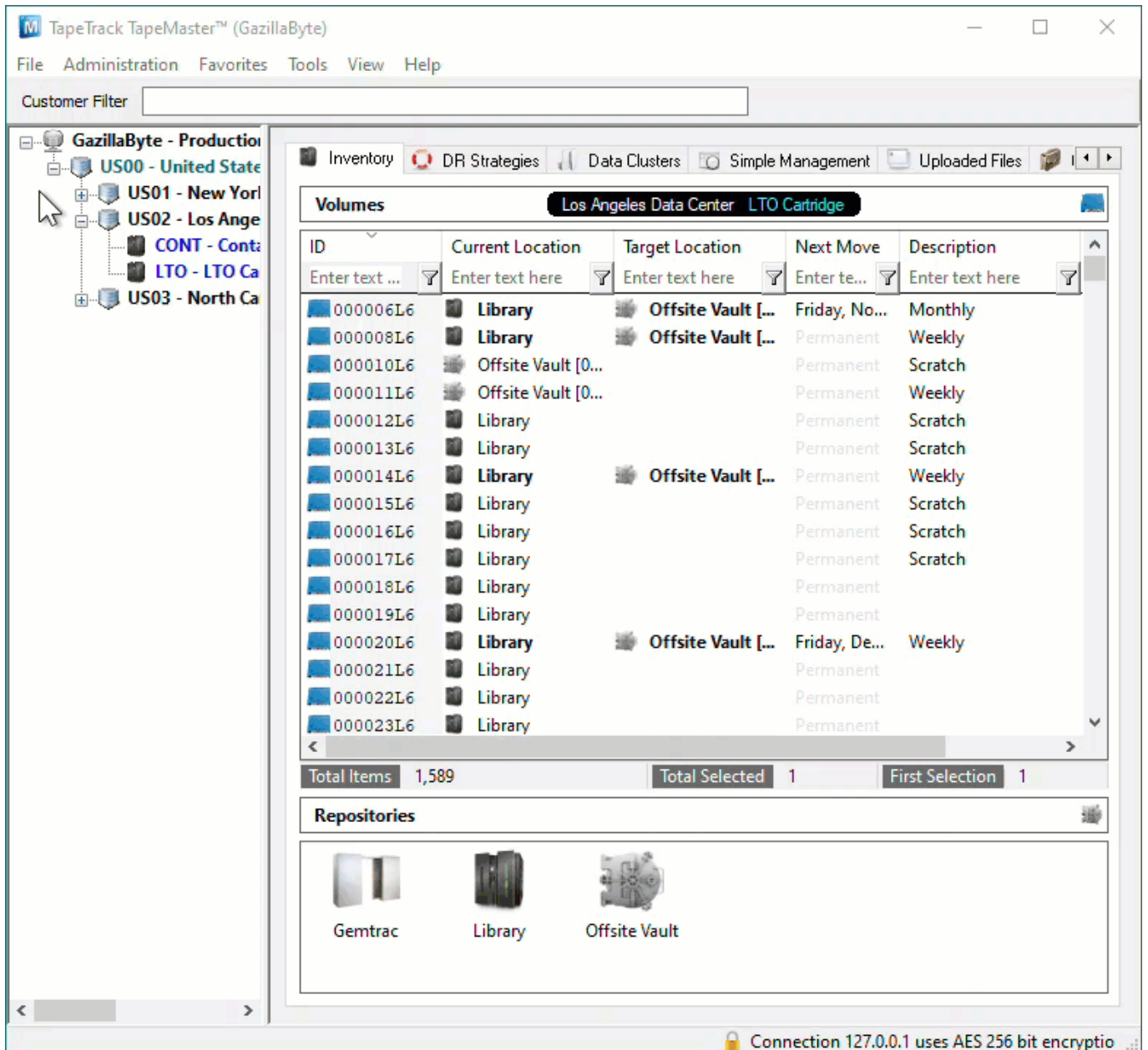
## Paste Volumes To Add

Copy Volume-ID's to windows clipboard.

To add [Volumes](#) to your default [Repository](#) (or Initial [Repository](#) if no default is set) right-click in the Volume List, navigate to Special Operations, and select Scan → Scan to Add Volumes to open the Scan In window.



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.



Click the Clipboard icon on the Scan Window to paste in Volume-ID's

## Deleting Volumes

For information on deleting Volumes see [Deleting Volumes](#)

[update doco](#), [scan](#), [master](#)

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Permanent link: <https://rtfm.tapetrack.com/master/volumes?rev=1676412442>

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