# Hiding Media Types

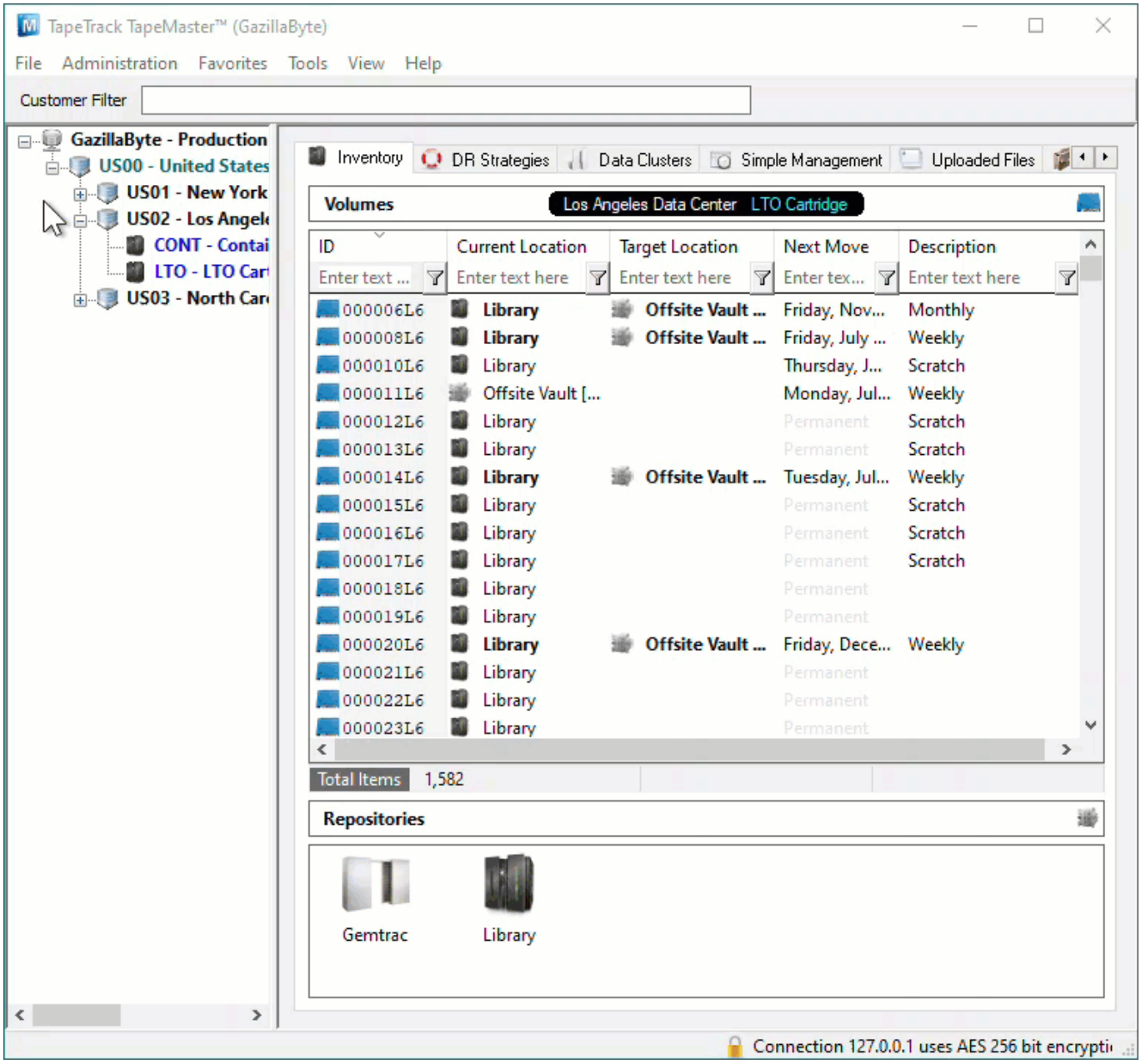
Media Types can be hidden, or removed from view, in TapeMaster, cleaning up the Customer Tree display without needing to delete old or unused Media-ID's and their associated data.

Hiding Media Types is a two part process:

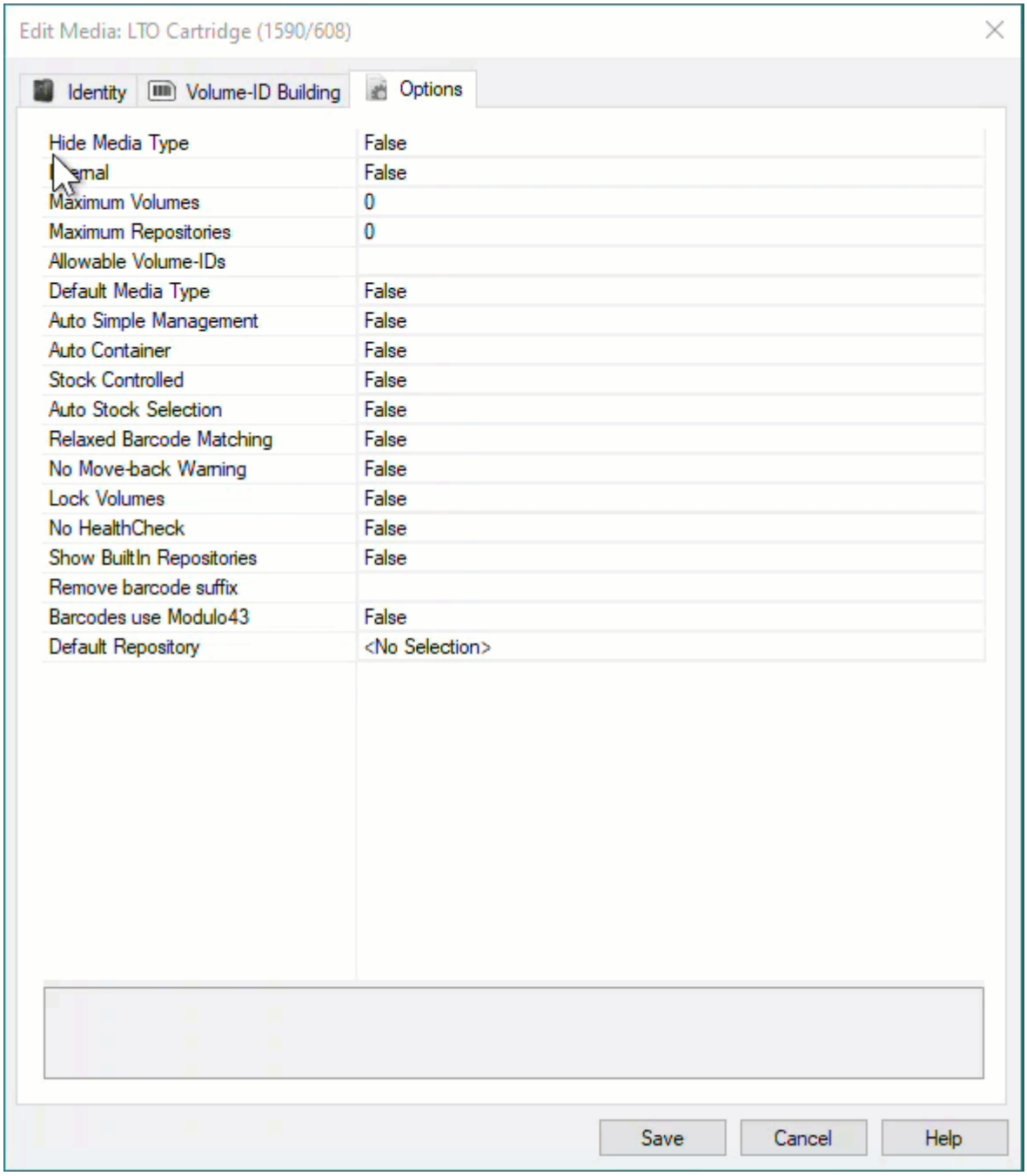
- Setting the required Media's `Hide Media` Option to True.
- Removing the Hidden Media Type from display via the TapeMaster Preferences.

## Media Properties Options

To hide a Media Type, expand the Customer in the Customer Tree, right click on the required Media Type and select `Properties`.



Set the `Hide Media` to `True` and click `Save` to update data.



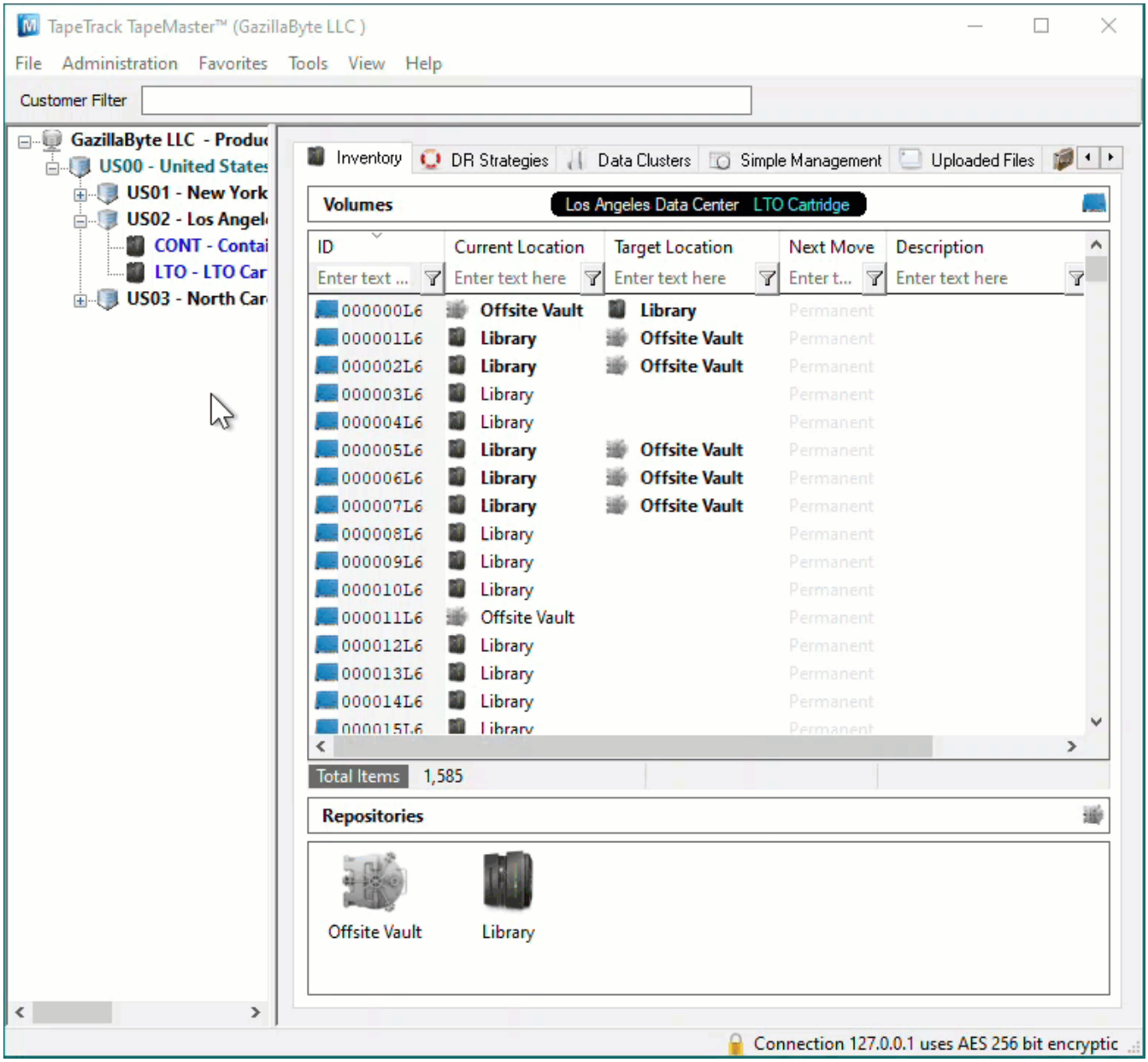

# Display Or Hide Media Type From Customer Tree

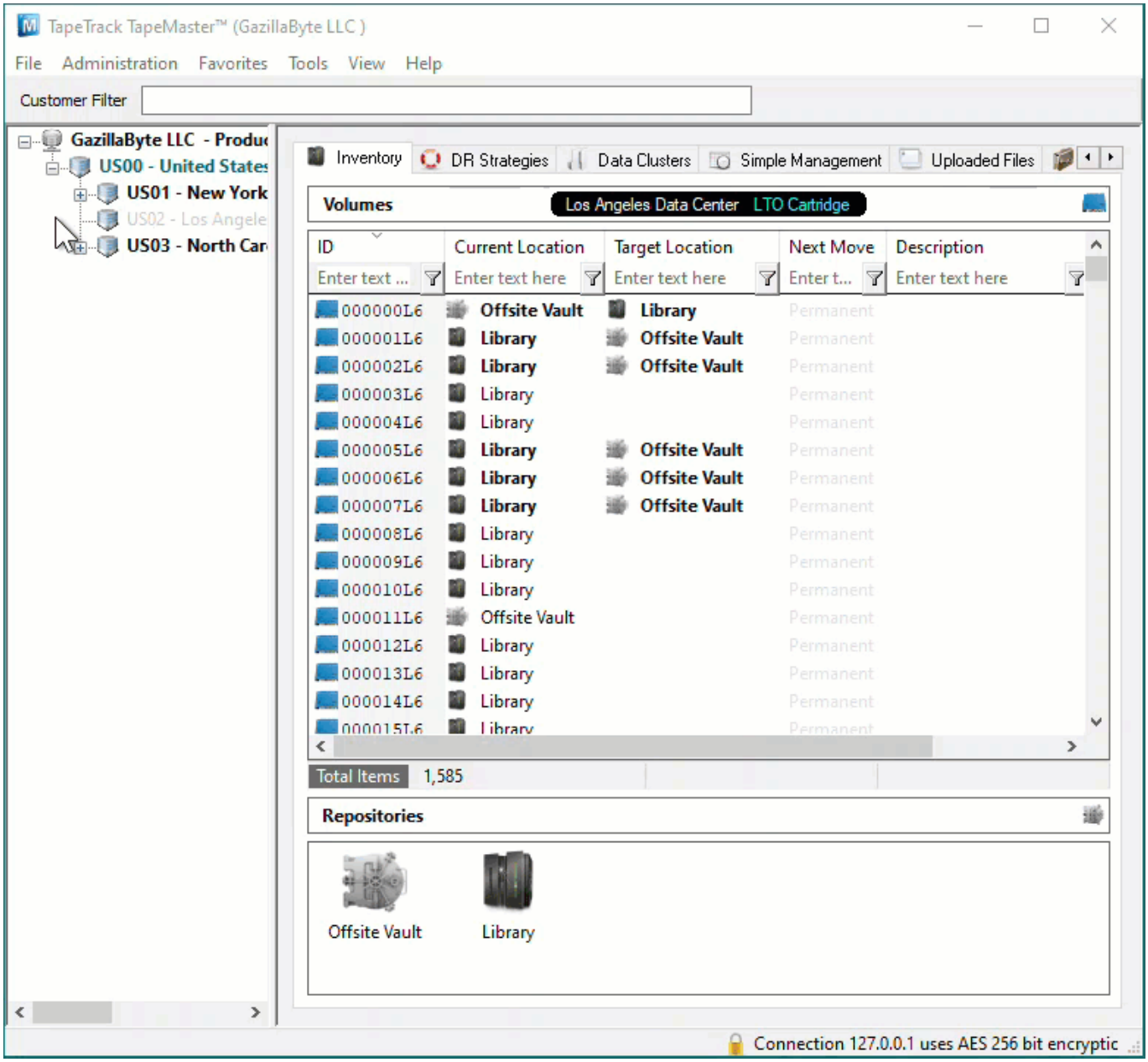
Depending on TapeMaster Preferences, the Hidden Media Type can be set to either be greyed out and inactive (not clickable) or completely removed from display. Having the Hidden Media Type greyed out is the default installation setting, how your display functions will depend on what you have the preferences set.

## Hidden Media Type Greyed Out

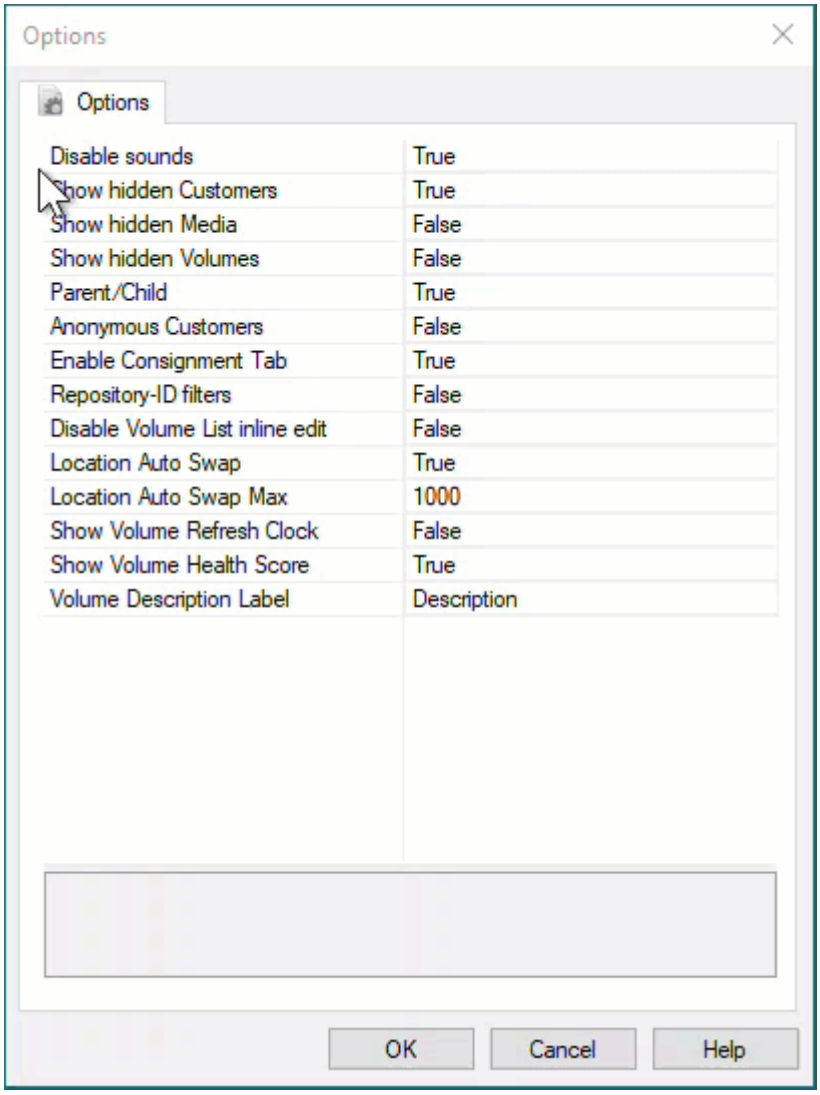
To have the hidden Media Type displayed in a greyed out format, from the main menu, click `File` >

## Preferences



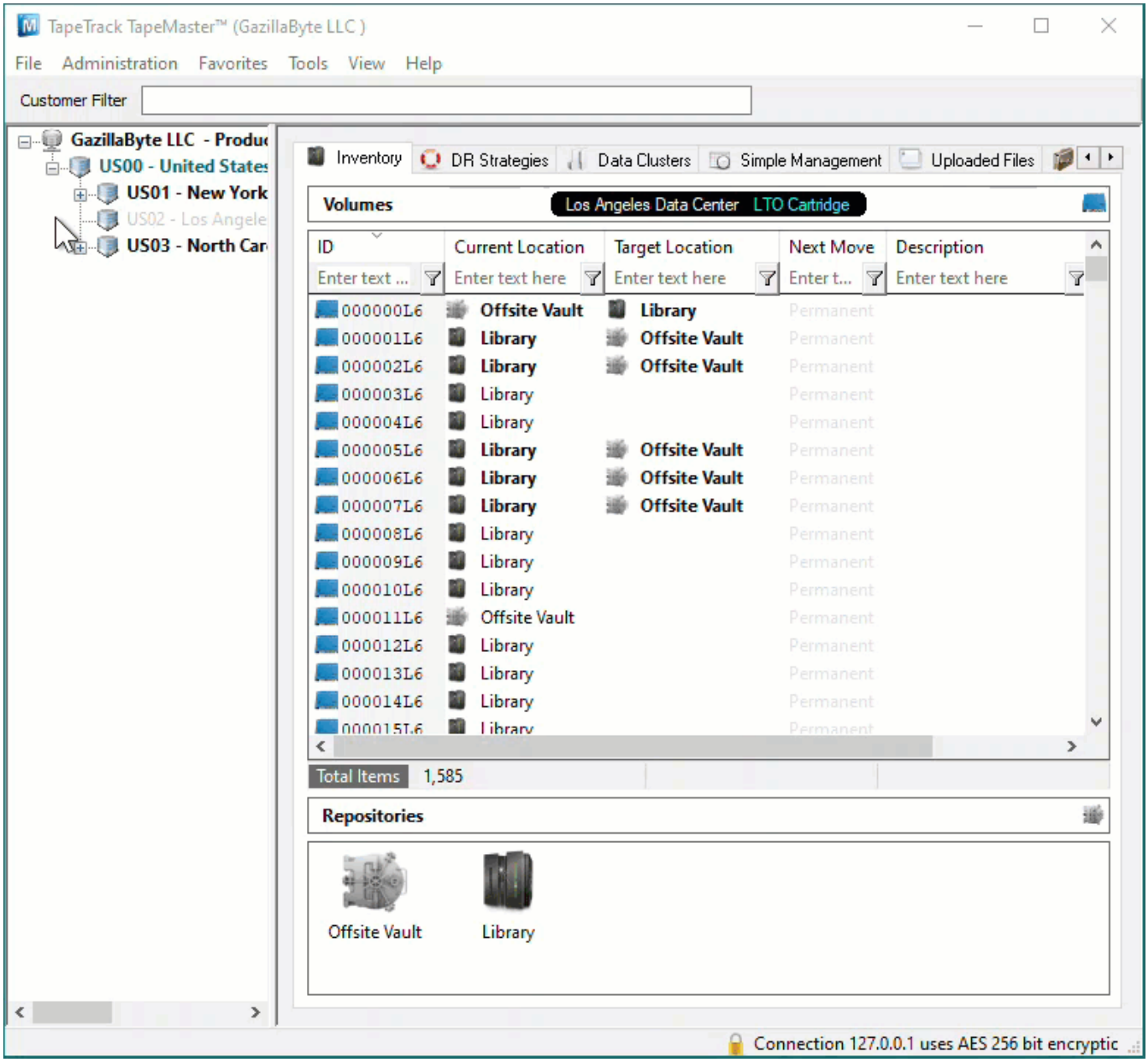



In the options window, set `Show Hidden Media` to `True` and click `OK` to update data.

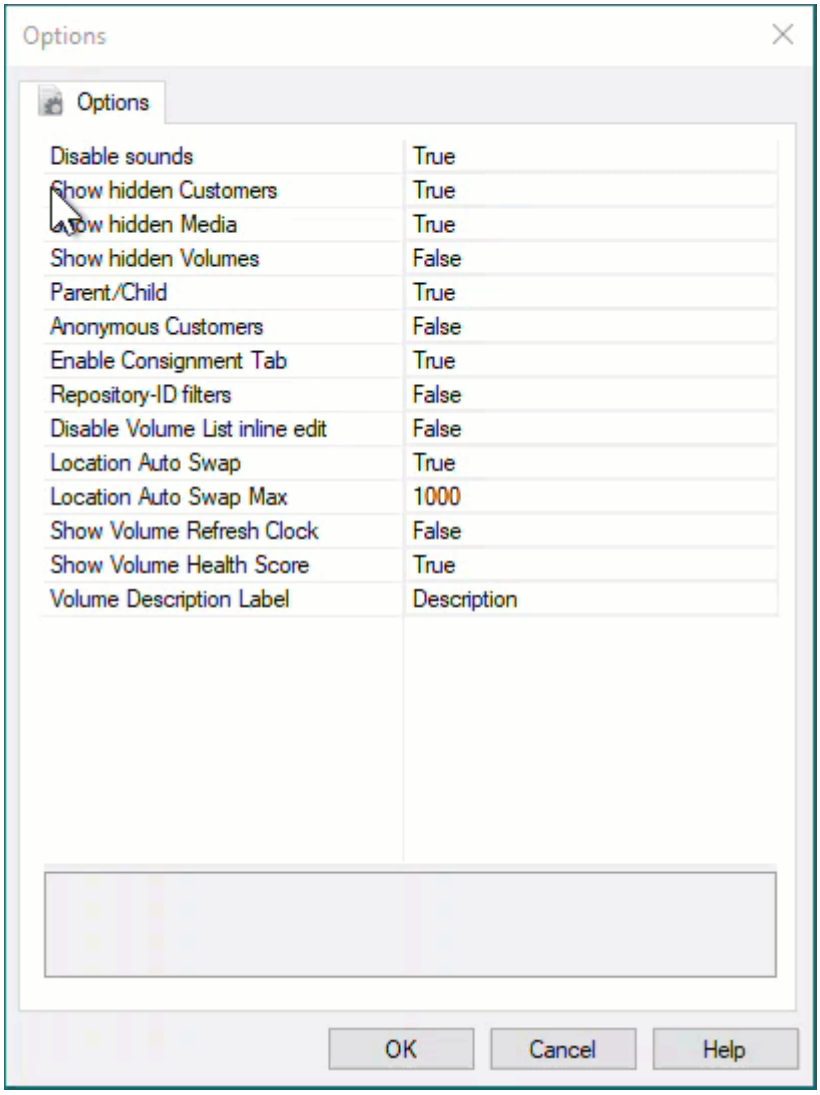



## Hidden Media Type Removed From Display

To have the hidden Media Type removed from display, from the main menu, click `File` > `Preferences`




In the options window, set `Show Hidden Media` to `False` and click `OK` to update data.




# Unhiding Media Types

update doco, hiding, media, technote

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

Permanent link:
**https://rtfm.tapetrack.com/technote/hiding_media_ids?rev=1626830947**

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