

# Hiding Media Types

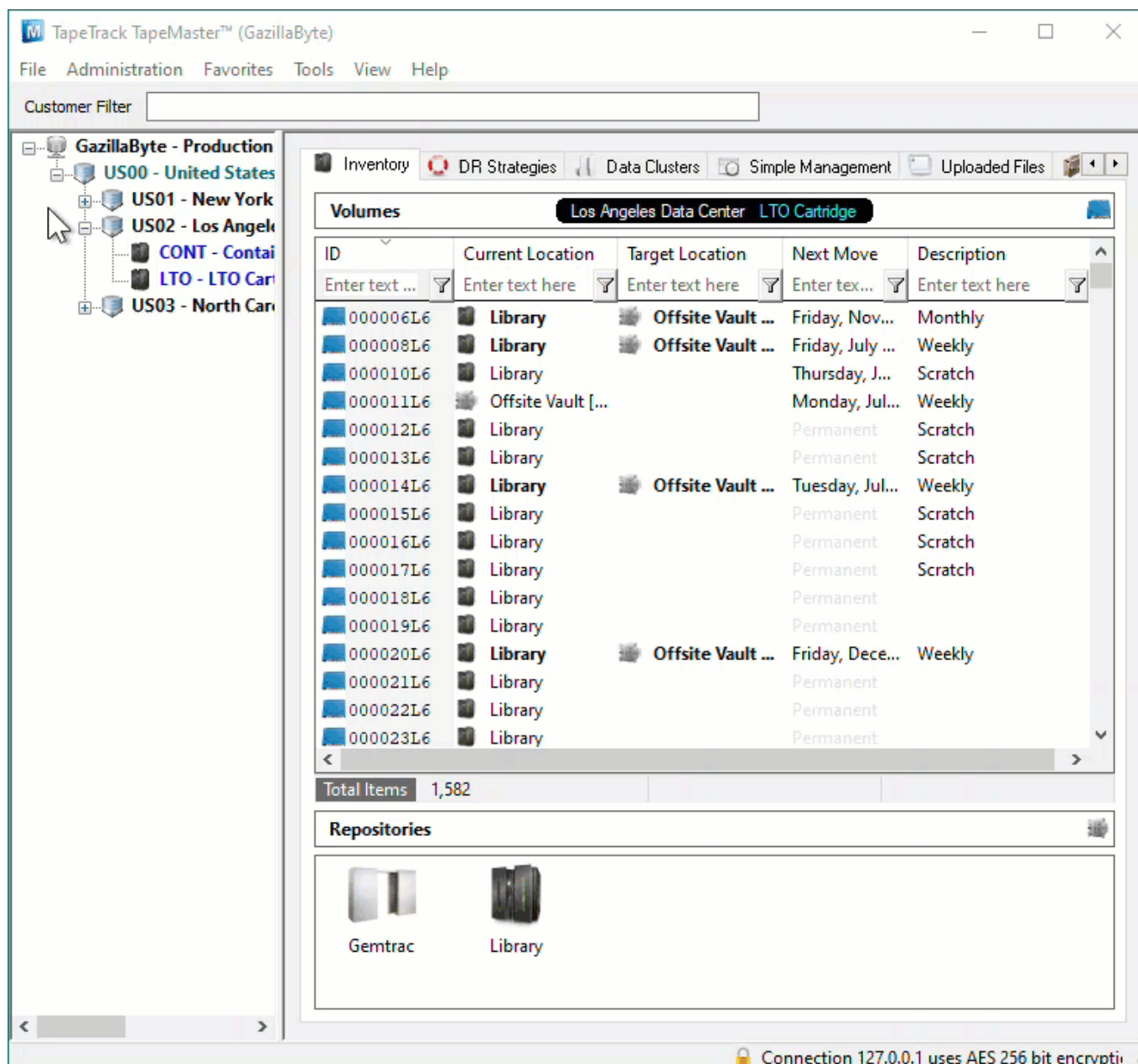
Media Types can be hidden, or removed from view, in TapeMaster, cleaning up the Customer Tree display without needing to delete old or unused Media-ID's and their associated data.

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.



The selected Media Type will now display in the Customer Tree as a greyed out entry.



### 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.



The selected Media Type will no longer display in the Customer Tree.

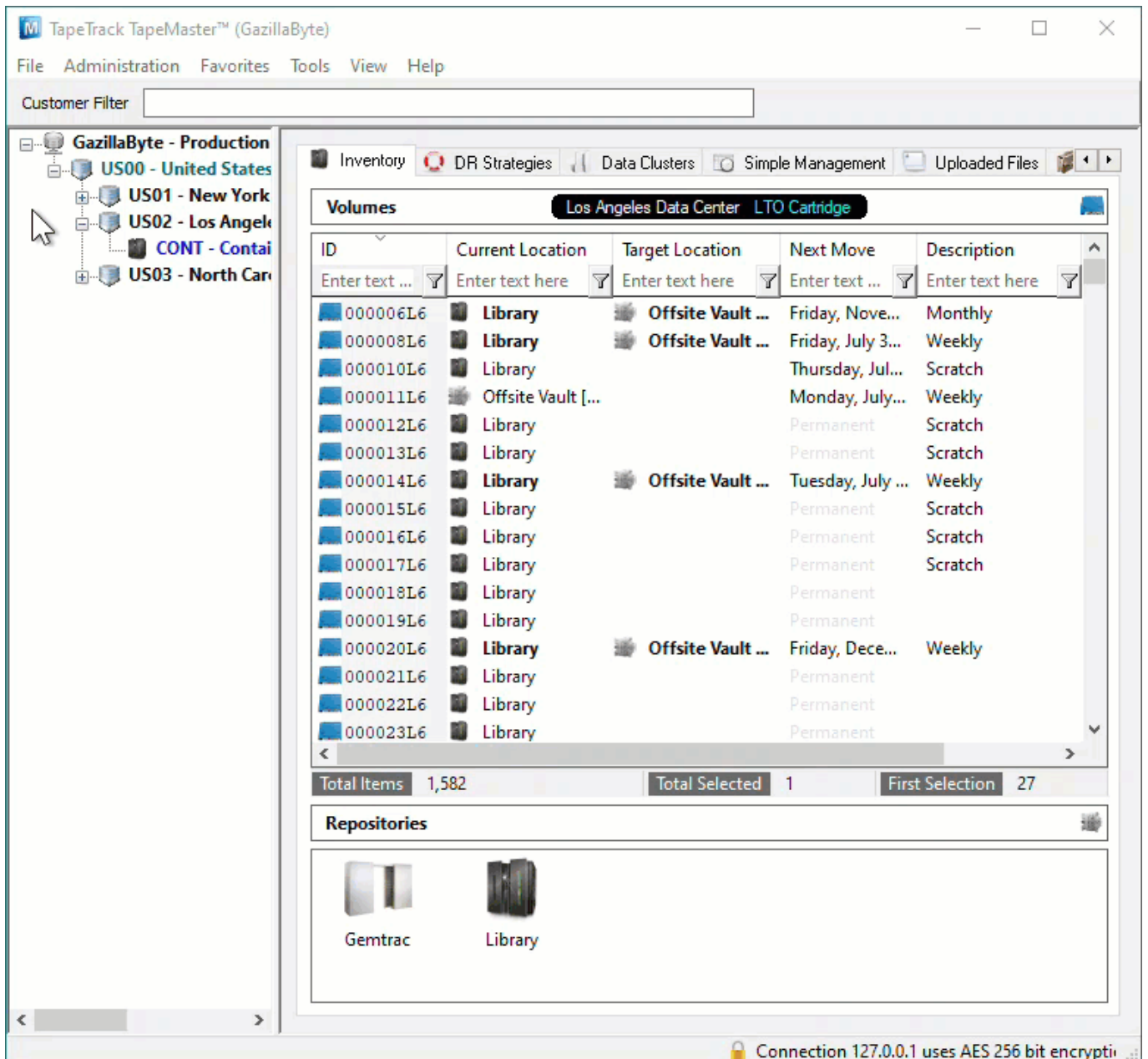


# Unhiding Media Types

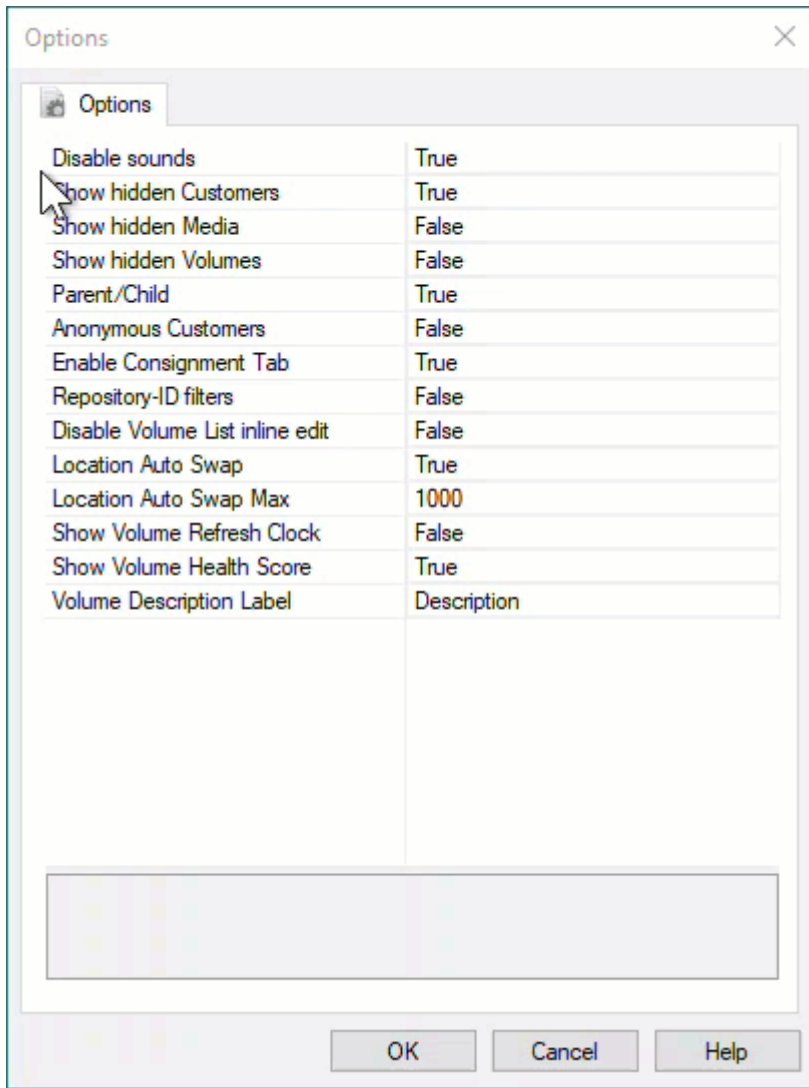
Unhiding Media types is essentially the same procedure to hiding Media types but in the reverse order.

If you can see the hidden Media types but in a greyed out format you can skip this step.

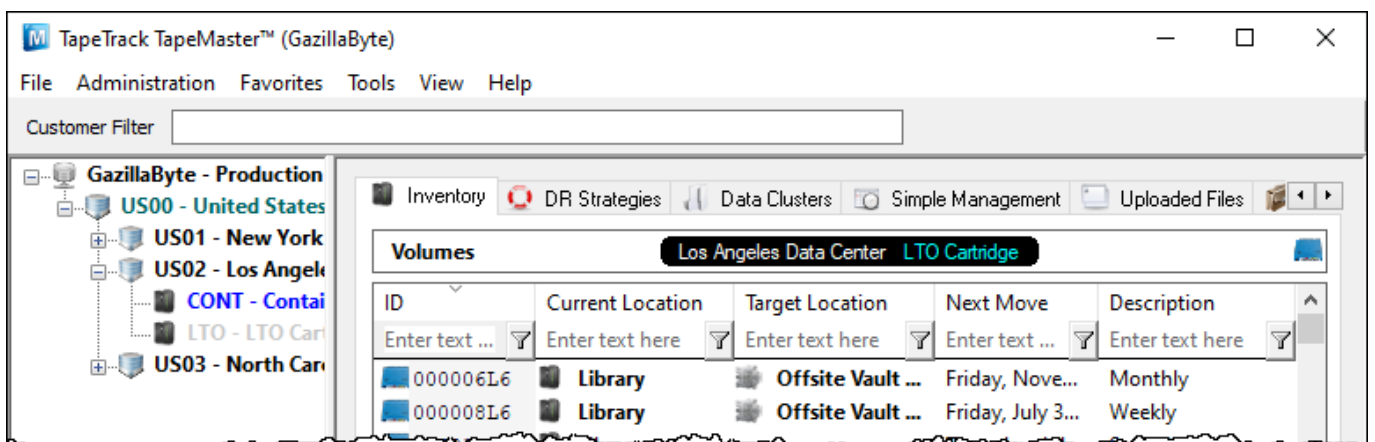
From the Main Menu click File > Preferences to open the Options tab.



Set the Option Show Hidden Media to True. Click OK to update the settings.



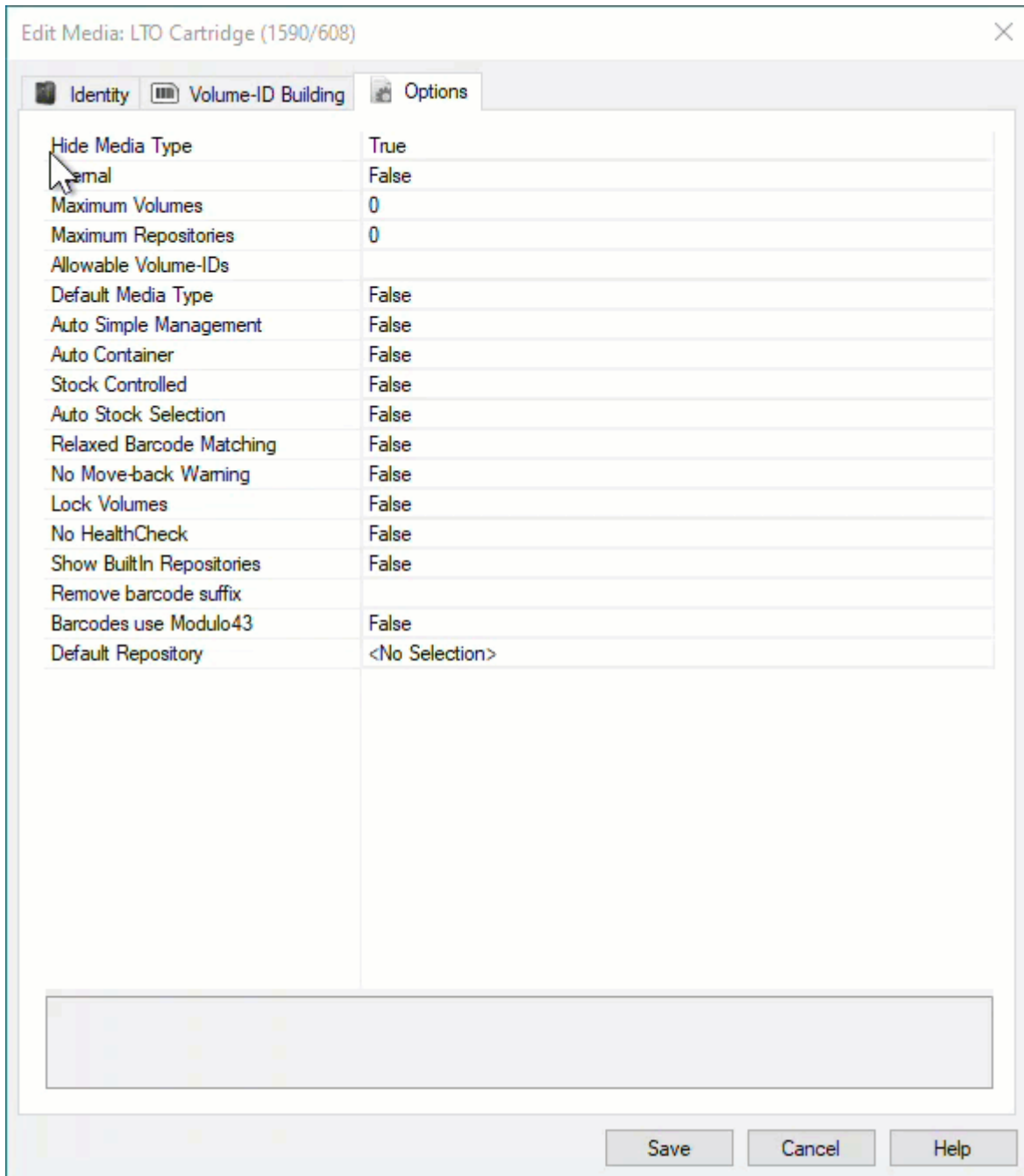
Any hidden Media types will now show in the Customer Tree as a greyed out listing.



Right click the greyed out Media Type and select Properties.

The screenshot shows the TapeTrack TapeMaster™ (GazillaByte) application window. The interface includes a menu bar (File, Administration, Favorites, Tools, View, Help), a Customer Filter input field, and a tree view on the left showing the organizational structure: GazillaByte - Production (US00 - United States, US01 - New York I, US02 - Los Angeles, CONT - Contair, LTO - LTO Cart, US03 - North Caro, LTO - LTO Cart). The main area displays a table of Volumes for the Los Angeles Data Center LTO Cartridge. The table has columns for ID, Current Location, Target Location, Next Move, and Description. Below the table, there are summary statistics: Total Items 1,582, Total Selected 1, and First Selection 27. A Repositories section at the bottom shows Gemtrac and Library icons. A status bar at the bottom right 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 ...	Friday, July 3...	Weekly
000010L6	Library		Thursday, Jul...	Scratch
000011L6	Offsite Vault [...]		Monday, July...	Weekly
000012L6	Library		Permanent	Scratch
000013L6	Library		Permanent	Scratch
000014L6	Library	Offsite Vault ...	Tuesday, July ...	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



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