

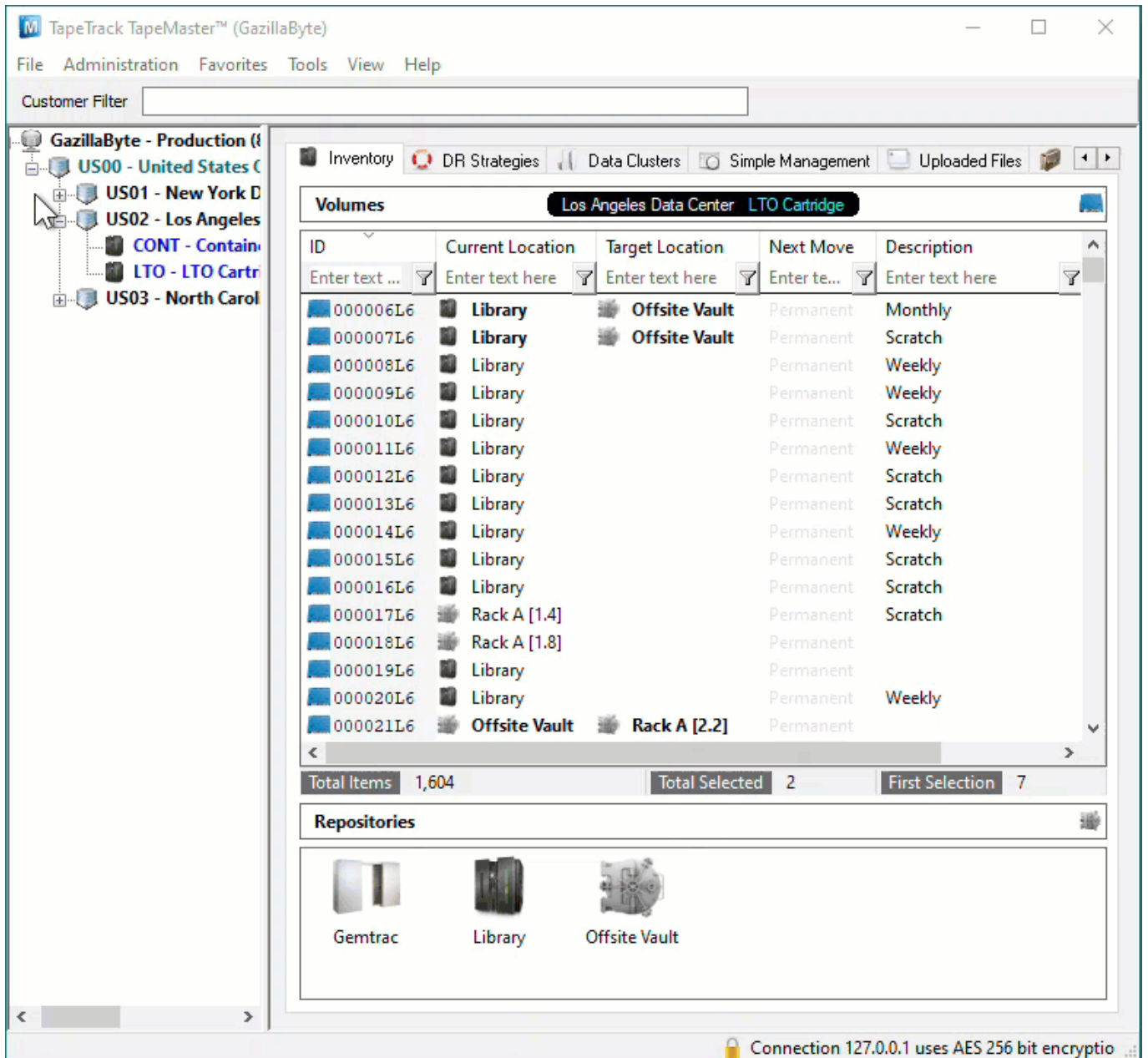
# Scan To Slot Via Special Operations Slot Allocation

To use the Allocate to [Slot](#) via the Special Operations menu, the selected [Volumes](#) must be either moving to or confirmed in a [Repository](#) with allocated [Repository](#).

While this process can be used any number of [Volumes](#), you can only select a [Slot](#) for one [Volume](#) at a time so this process is best suited to one or low number of [Volumes](#). To [Slot](#) multiple [Volumes](#) more efficiently see [Scan to assign using Repository Usage Map](#).

## Select Volumes To Slot

Select [Volumes](#) from the Inventory window by clicking on one [Volume](#) or using Shift+Click and Ctrl+Click to select a range of [Volumes](#).



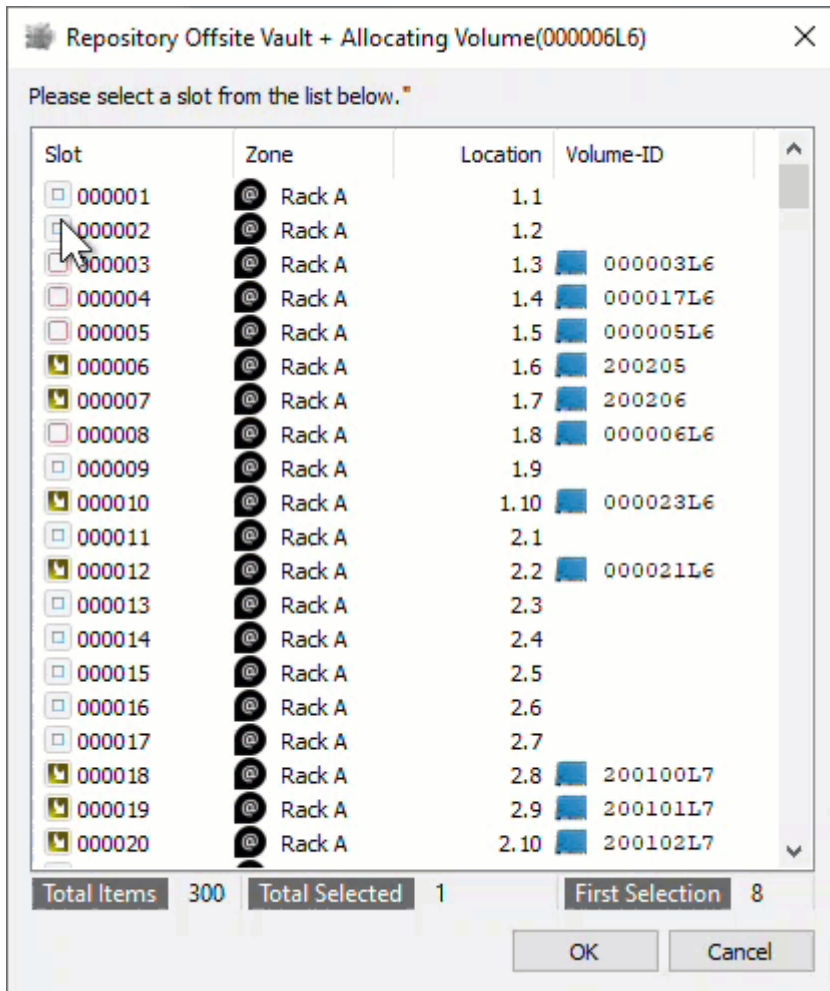
## Select Slots

Right click highlighted **Volumes** and select Special Operations > Slots > Allocate To Slot

ID	Current Location	Target Location	Next Move	Description
000006L6	Library	Offsite Vault	Permanent	Monthly
000007L6	Library	Offsite Vault	Permanent	Scratch
000008L6	Library		Permanent	Weekly
000009L6	Library		Permanent	Weekly
000010L6	Library		Permanent	Scratch
000011L6	Library		Permanent	Weekly
000012L6	Library		Permanent	Scratch
000013L6	Library		Permanent	Scratch
000014L6	Library		Permanent	Weekly
000015L6	Library		Permanent	Scratch
000016L6	Library		Permanent	Scratch
000017L6	Rack A [1.4]		Permanent	Scratch
000018L6	Rack A [1.8]		Permanent	
000019L6	Library		Permanent	
000020L6	Library		Permanent	Weekly
000021L6	Offsite Vault	Rack A [2.2]	Permanent	

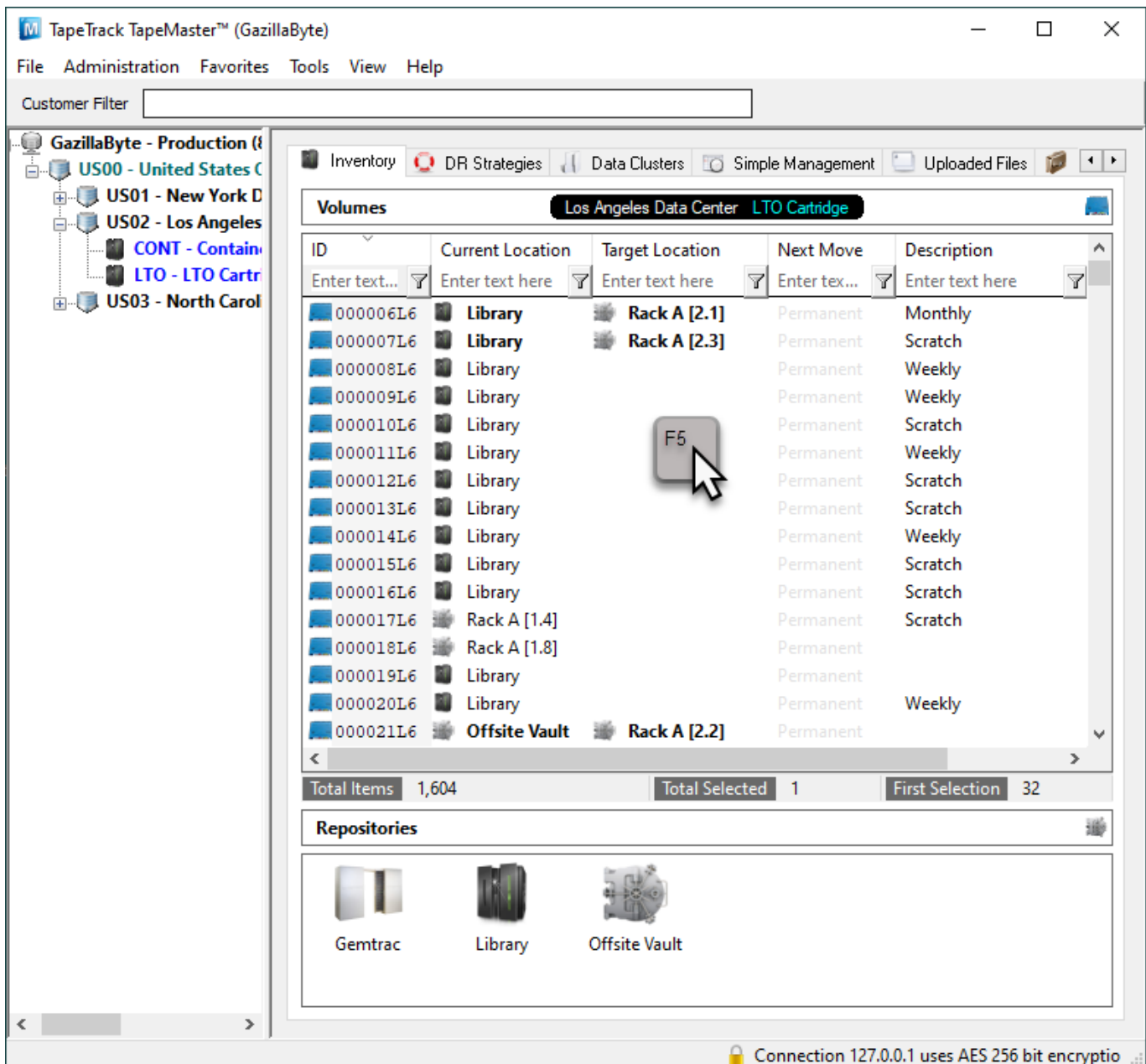
The **Slot Selection** window will display the Current **Repository** the **Volume** is being Slotted in and the **Volume-ID** currently being allocated in the top header. The main window will display **Slot** numbers, **Zones**, **Slot Location**, **Volume-ID** if **Slot** is occupied.

To allocate the current **Volume** to a **Slot**, click on an empty or unallocated **Slot** and then click OK. If you have only one **Volume** to Slot, the window will close. If you have multiple **Volumes** to Slot the window will refresh to show the next **Volume-ID** in the top header, following the same process for each **Volume**, select a **Slot** and press OK.



## Refresh Display

Click in the Inventory window in TapeMaster and press F5 to update the display. The Scanned Volumes will now show in a move to the allocated Slots.



[technote](#), [slotting](#), [master](#)

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