Open TapeTrack Control Panel

The **TapeTrack Control Panel** can be accessed from the `File` Menu. The **TapeTrack Control Panel** is divided into two tabs: **TapeTrack Servers** and **Advanced Connection Settings**.

TapeTrack Servers

The TapeTrack Servers tab displays active server connections.

Right-Click Operations

There are four options available when right-clicking in the TapeTrack Servers tab.image

- **Add**: Launches the Server Information window to add additional connections. There are four fields in the Server Information Window.image
  - **Short Name**: How this connection will be displayed in the TapeTrack login window.
  - **Address**: The address of the TapeTrack Server.
  - **IP**: The IP of the Server.
  - **Port**: The port of the TapeTrack Server.
  - **Proxy**: If set to “true”, the HTTP Proxy Settings will need to be set in the “Advanced Connection Settings” tab. See below.
- **Delete**: Deletes the Server from the list.
- **Properties**: Launches the Server Information window above so that changes can be made to a Server.
- **Create Desktop Shortcut**: Places a shortcut to this connection on the desktop of your Windows PC.

Advanced Connection Settings

The **Advanced Connection Settings** tab provides additional settings for when a Server uses an HTTP Proxy. It has the following fields:

- **Address**: The IP Address or Name of the HTTP Proxy Server.
- **Port**: The TCP/IP Port of the HTTP Proxy Server.
- **User ID**: The User ID for Proxy Authentication (if required).
- **Password**: The Password for Proxy Authentication (if required).
- **Automatically detect HTTP Proxy**: Click this button to automatically detect an existing HTTP Proxy Connection.

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