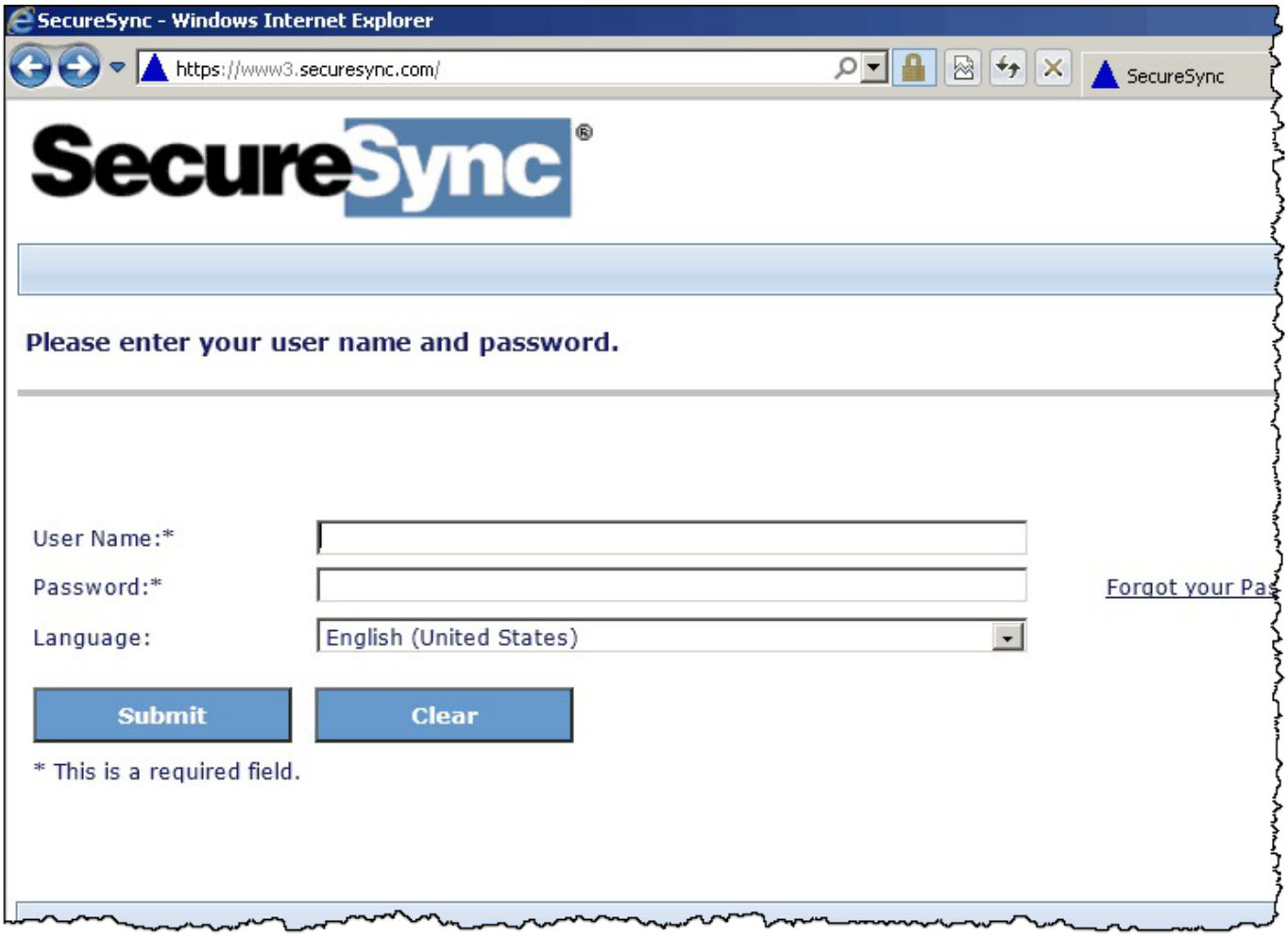
Iron Mountain Inventory

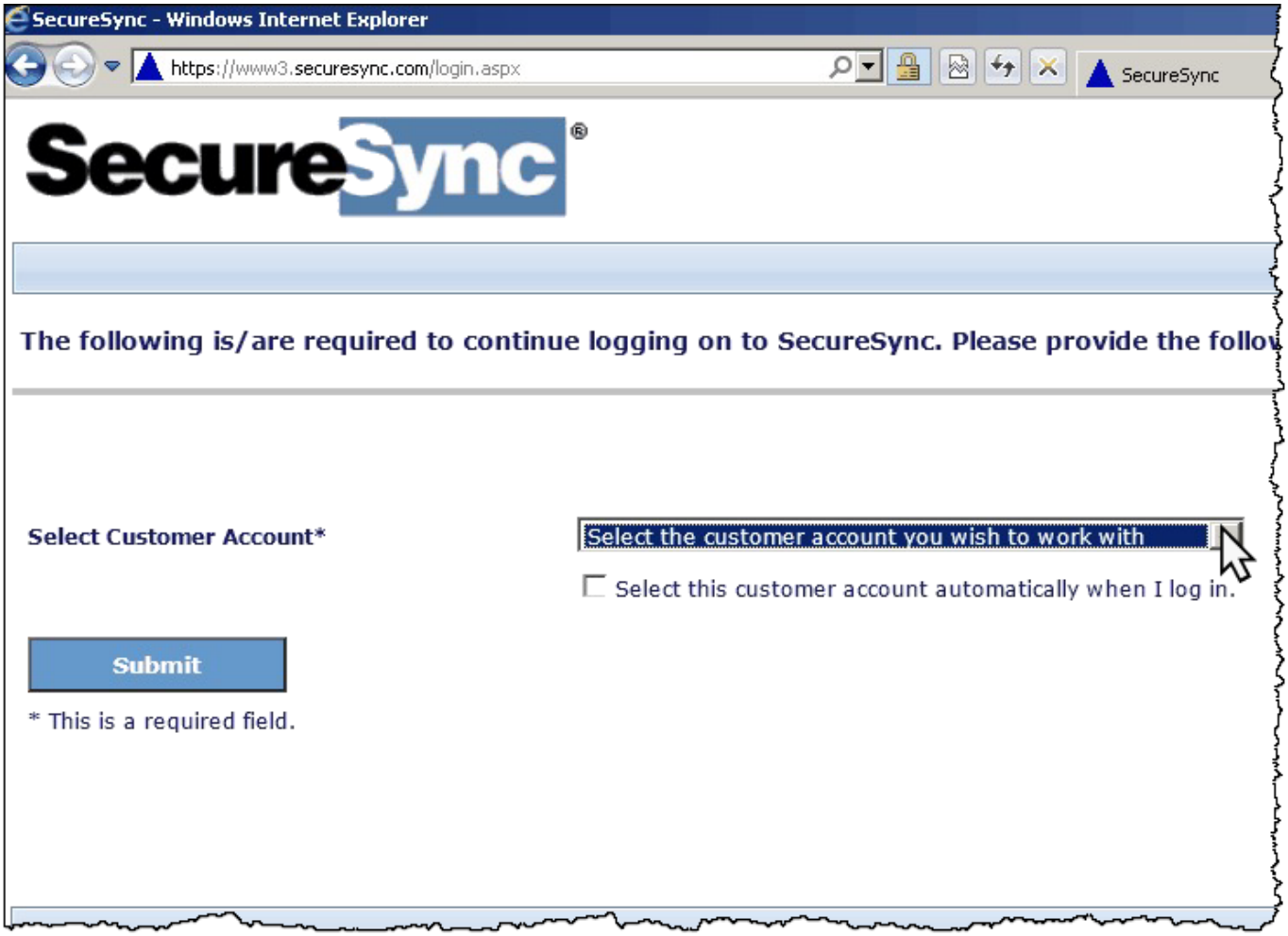
While waiting on Iron Mountain to enable SFTP file transfer to your inventory report, TapeTrack's synchronization of your offsite media can be executed using a manually downloaded CSV file from your Iron Mountain securesync interface.

Downloading Inventory To CSV

Log in to Iron Mountains securesync interface at https://www3.securesync.com with your credentials.

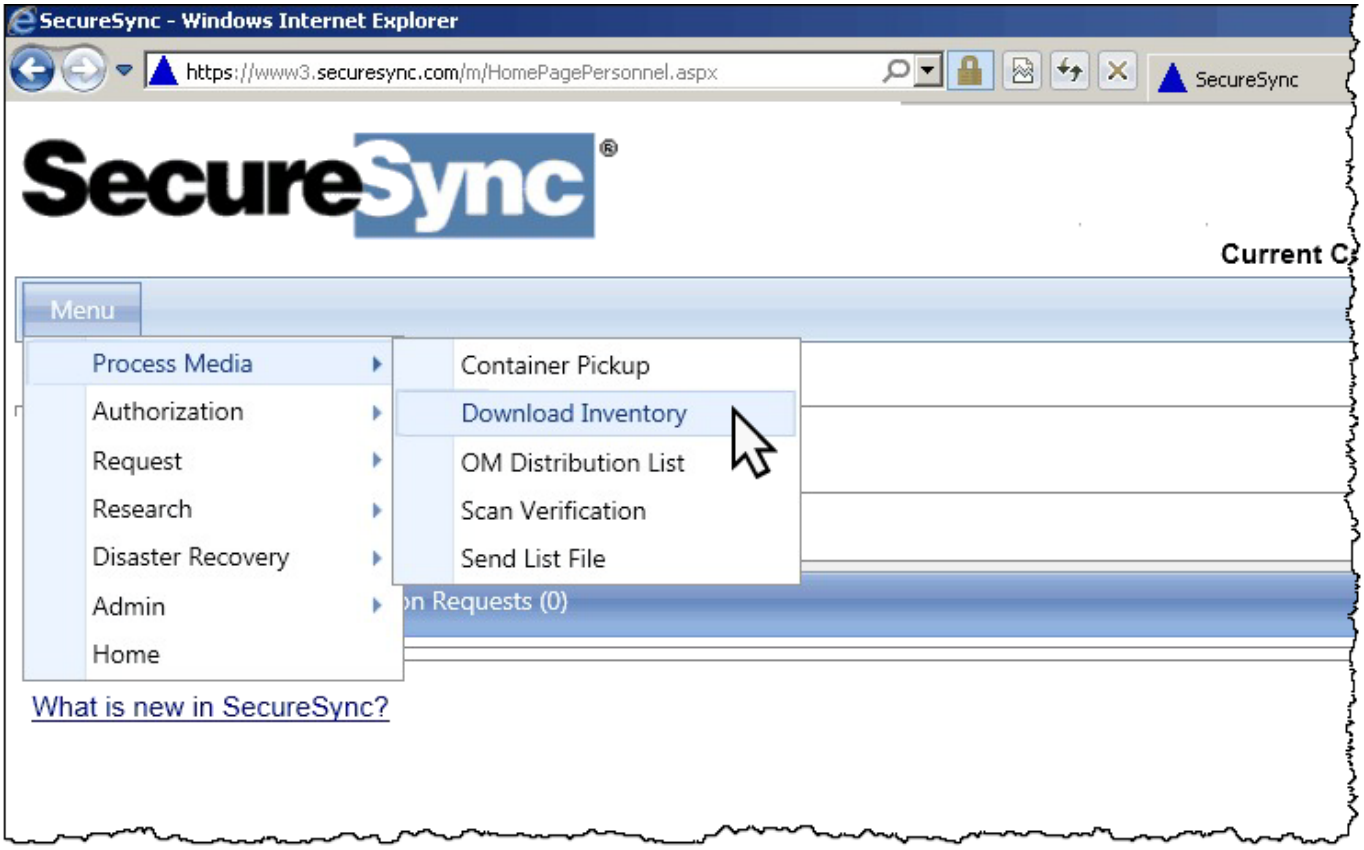


Select the required customer.



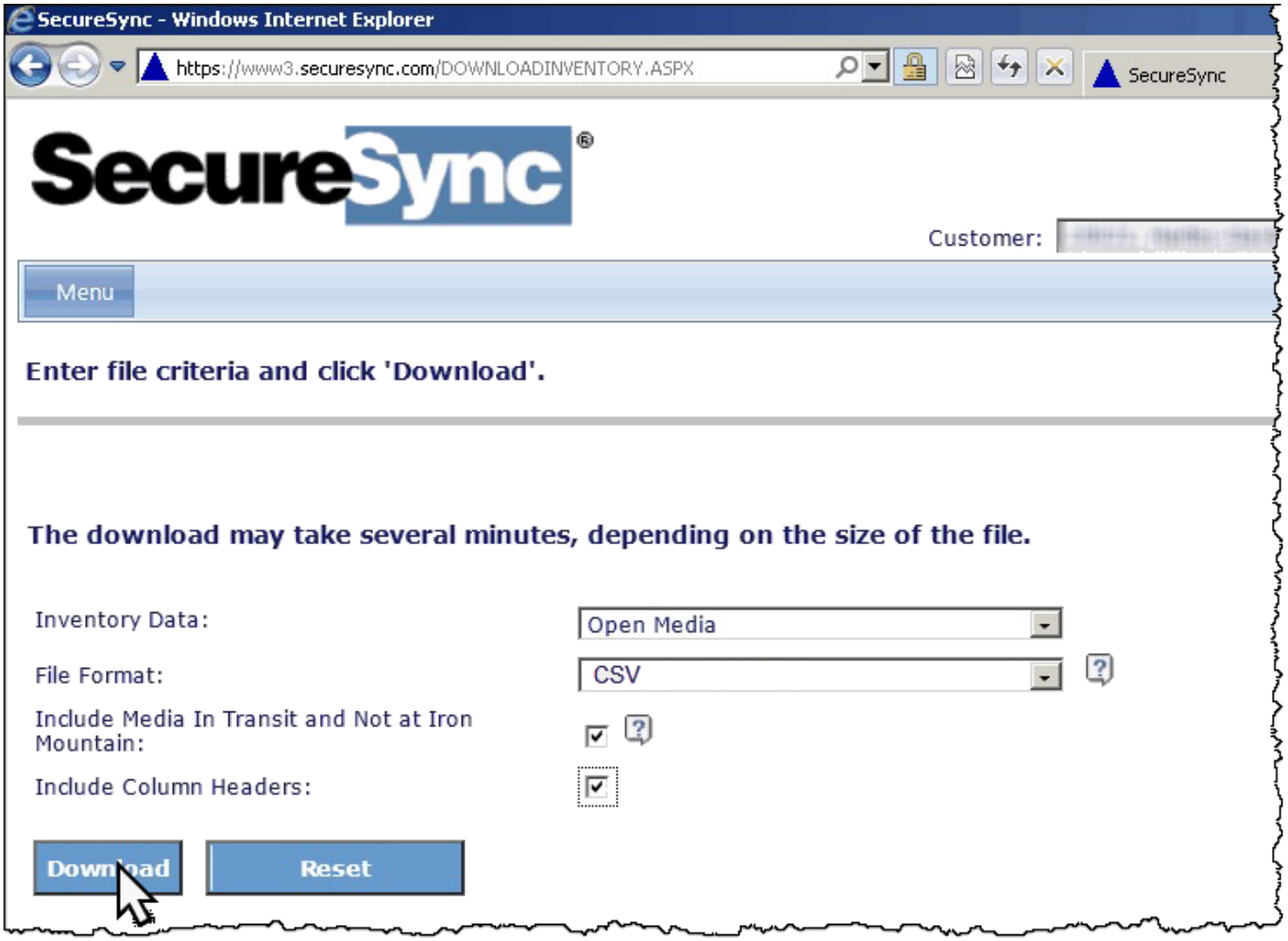
From the homepage, select the Menu in the top left corner.

In the dropdown menu, choose `Process Media` → `Download Media`.



Select the type of inventory data you need: Open Media.

Ensure the file format is set to CSV.



Click Download to start the download process. Depending on the size of your inventory, this may take a few minutes

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