

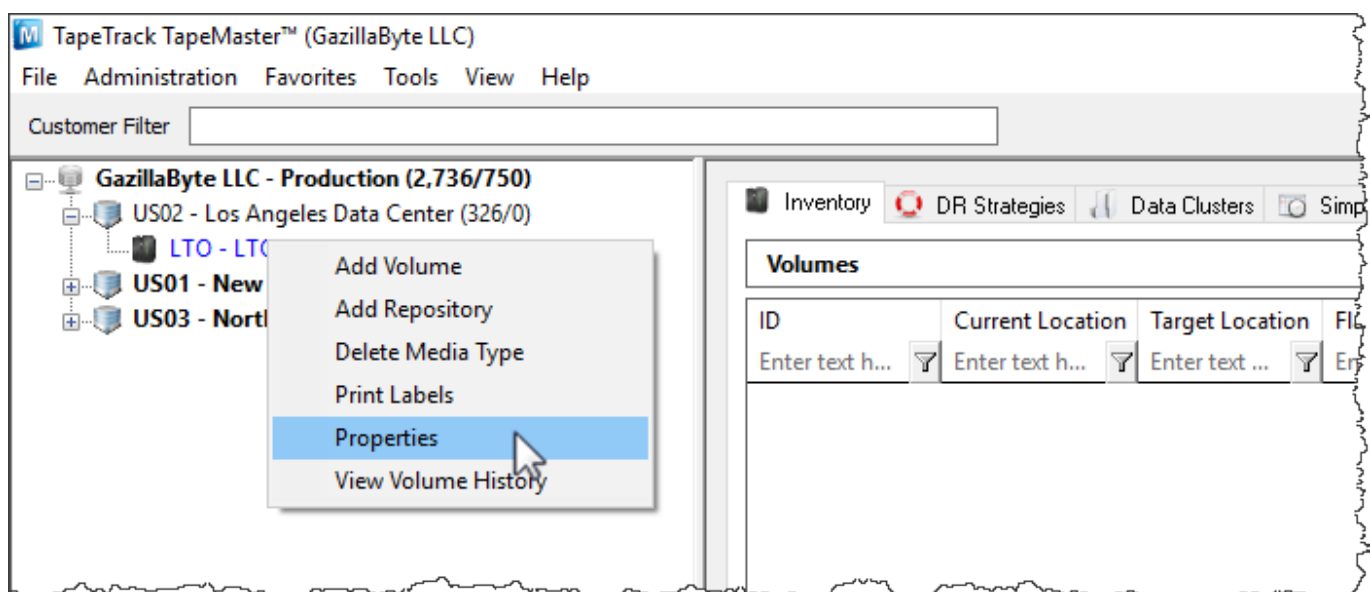
Volume Serial Building Tool

Utilize the Volume Serial Building tool to efficiently add large quantities of sequential [Volume-ID's](#) to selected [Media Types](#).

To use the Volume Serial Building tool, the Media Type must have both a valid Media-ID and Description.

Volume Serial Building Process

Right-click the [Media Type](#) that you want to add volumes to and select Properties.



Building The Volume-ID Sequence

In the Edit Media Window click the Volume-ID Building tab. Press the Insert key or right-click in the upper window and select Before or After depending on where you need the next range inserted.



Any unwanted or unneeded ranges can be removed by right-clicking the required index and selecting Delete.



Repeat this process until you have enough ranges to create the Barcodes you require. The ranges can be edited to encompass a range of numbers, letters or characters, or they can be set to a single value, such as making the last index **L5** to have all serials end in that value.

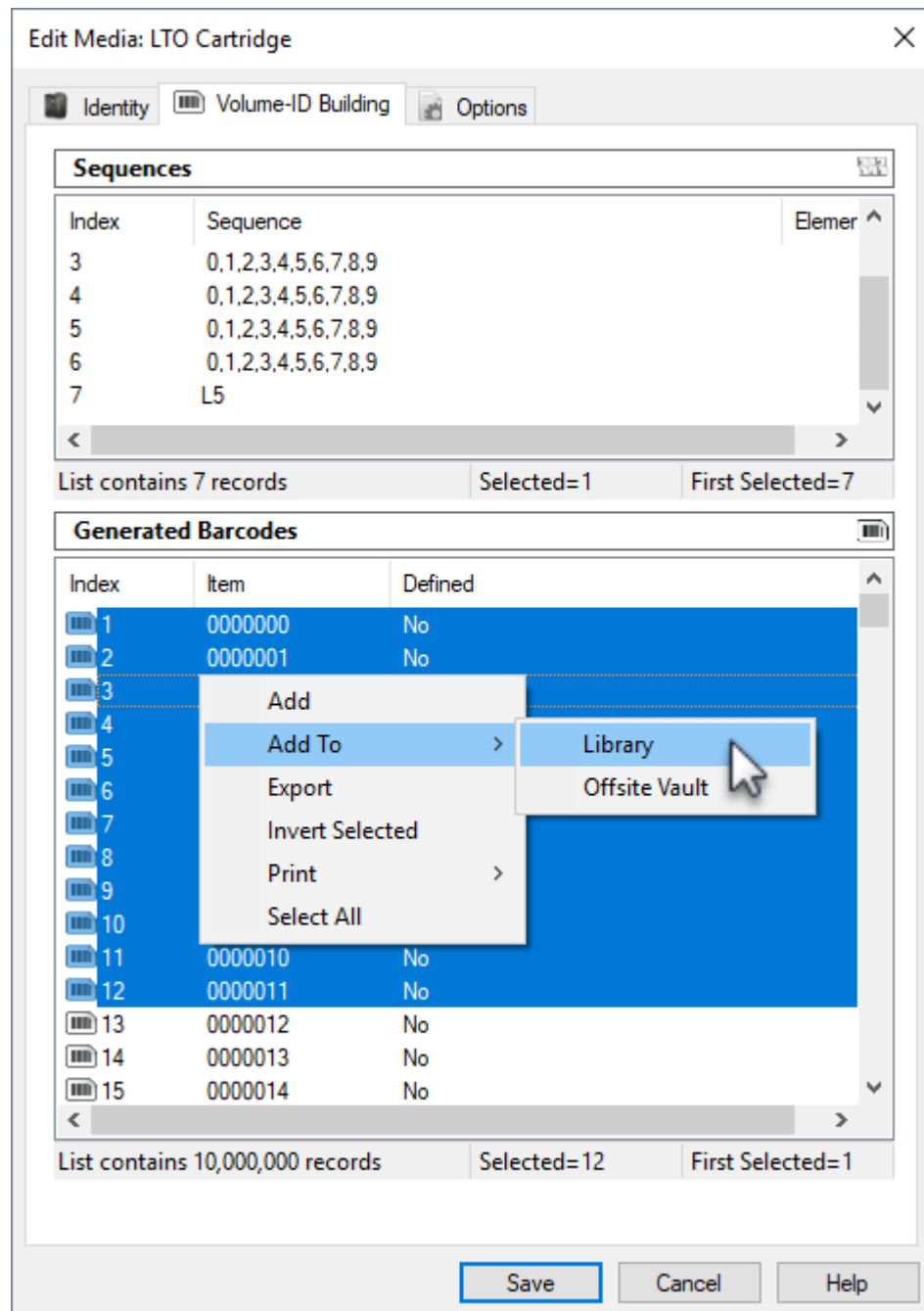
Add Volume-ID's

The lower window displays the constructed index, the series of [Volume-ID's](#) and whether the [Volume-](#)

ID's is defined (already exists as a [Volume-ID](#) in the media type) or undefined (does not already exist as a [Volume-ID](#) in the media type).

Select the range required in the lower window, ensuring selecting just the undefined [Volume-ID](#)'s.

Right-click the highlighted range and select Add to add the [Volumes](#) to your default [Repository](#) or Add To and select the required [Repository](#).



Alternative Methods

Alternative methods for adding [Volume-ID](#)'s:

- [Excel Import Tool](#)
- [Copy and paste](#)

- [Scan To Add](#)

[cookbook](#)

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