Move Lists

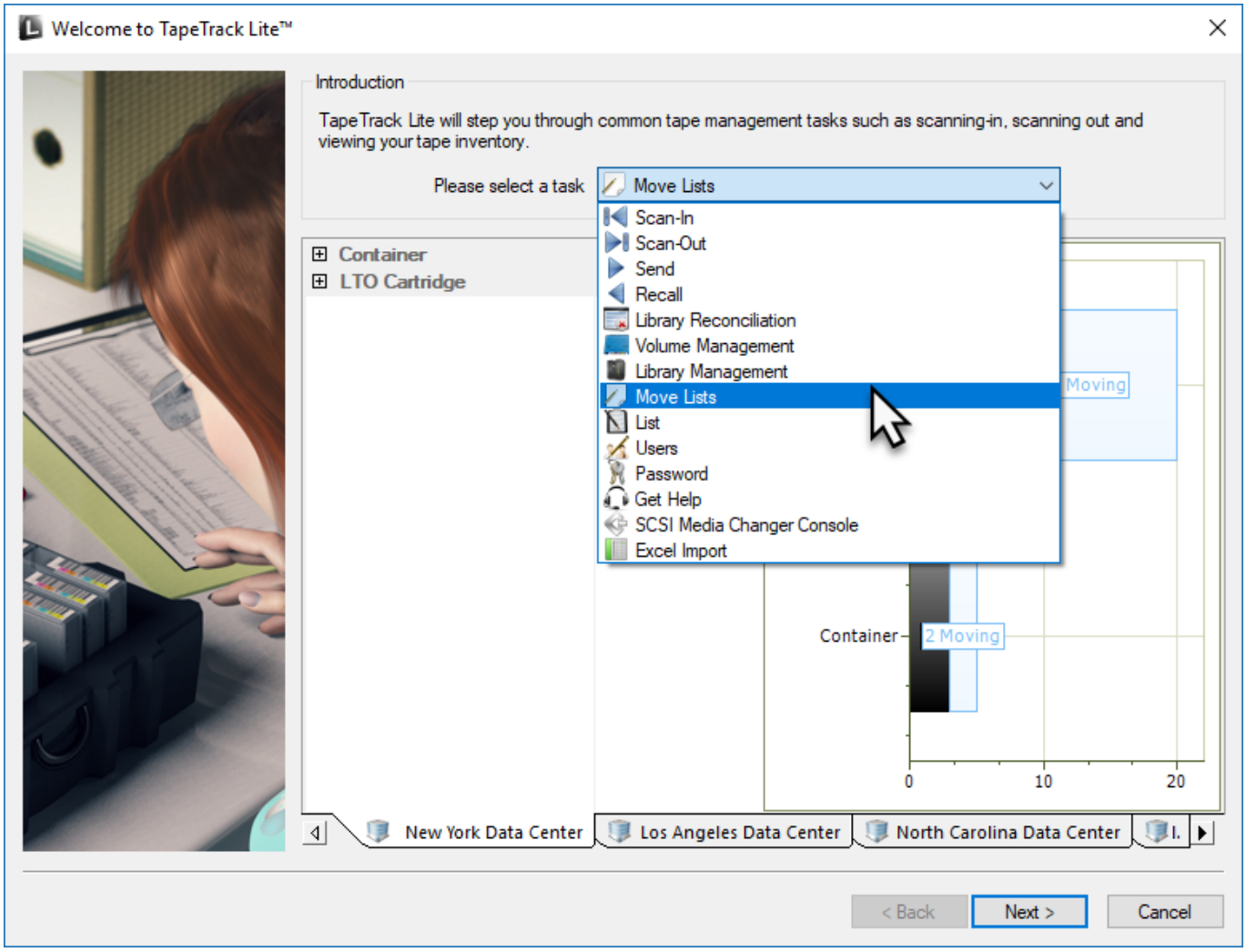
The TapeTrack Lite Move Lists function allows you to manage view moving Volumes for each Media type.

The **Move list** window displays all Volumes currently in a move status including Volume-ID, current and target location, elapsed move time, scanned out status and whether the Volume is overdue at its intended target Repository.

Move Lists Process

Select Move Lists

Select `Move Lists` from the **Task Menu** and click `Next` to continue.



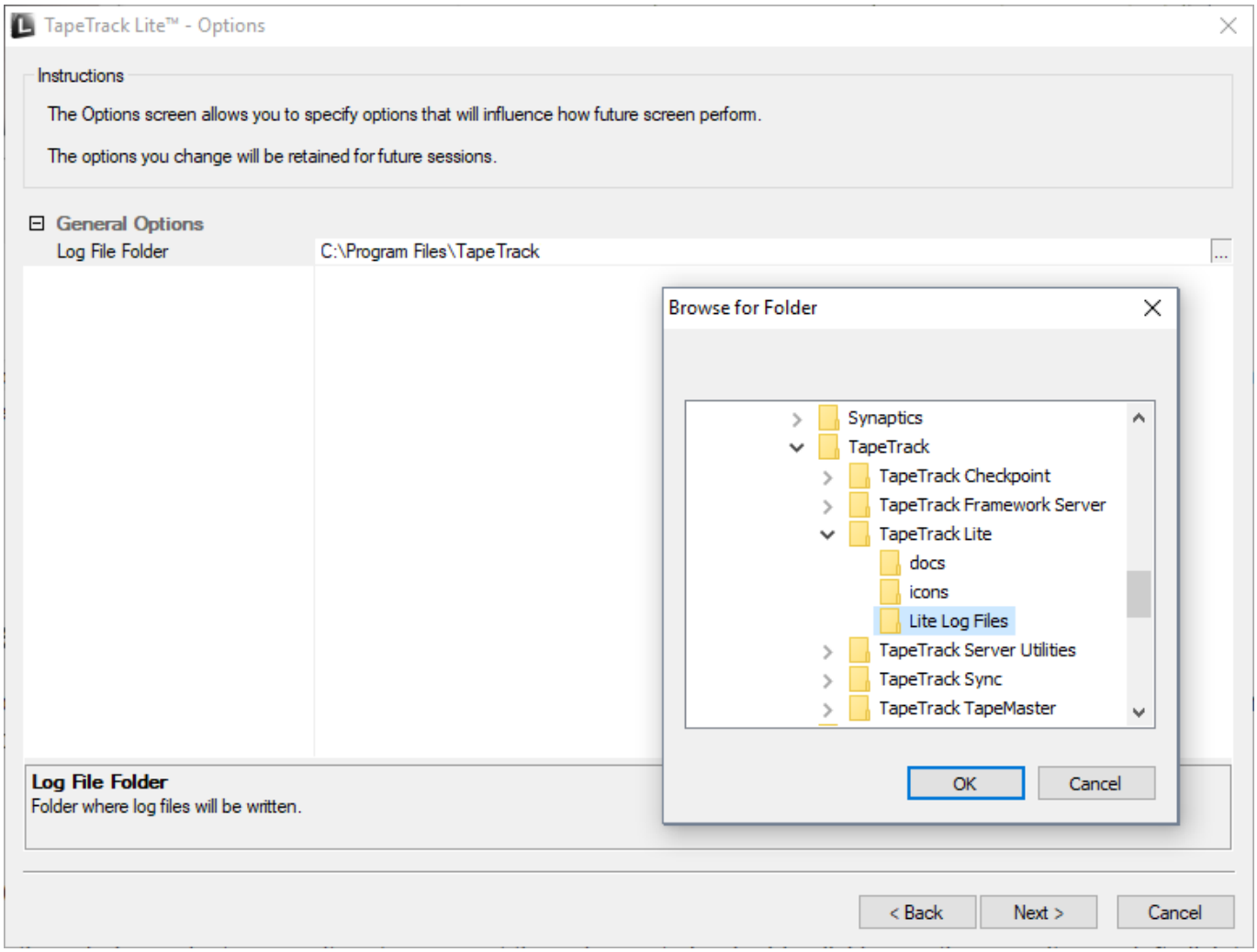
Options

This will open the **Options** window. If required you can set the location for the log files to be written

to, or leave the default.

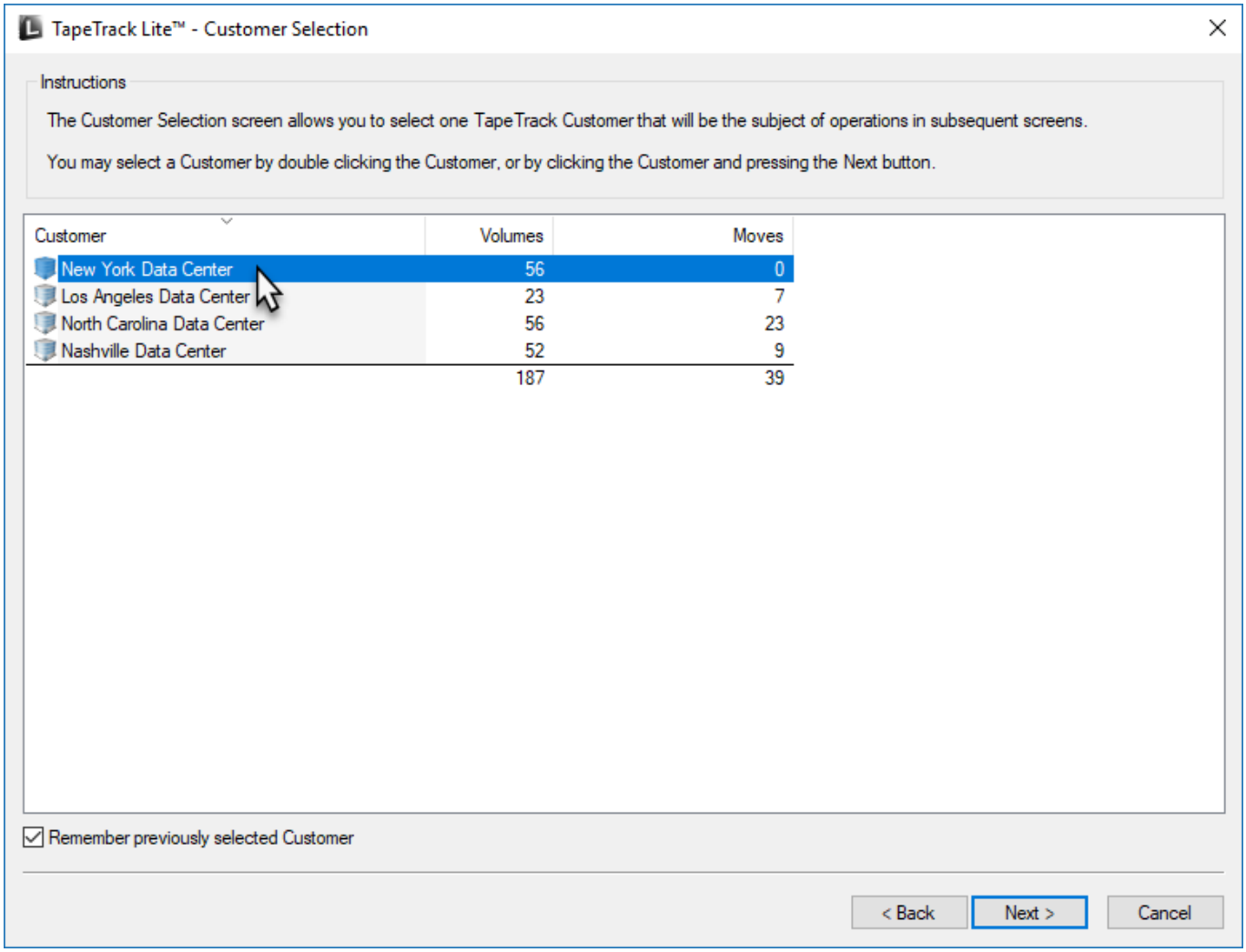
To change the default directory, click in the field to the right of the Log File Folder and click on the (…) button and select directory.

Click `Next` to continue.



Customer Selection

Select the Customer that you want to manage Volumes for by double-clicking the Customer-ID or left-clicking the Customer-ID and clicking `Next` at the bottom of the page.

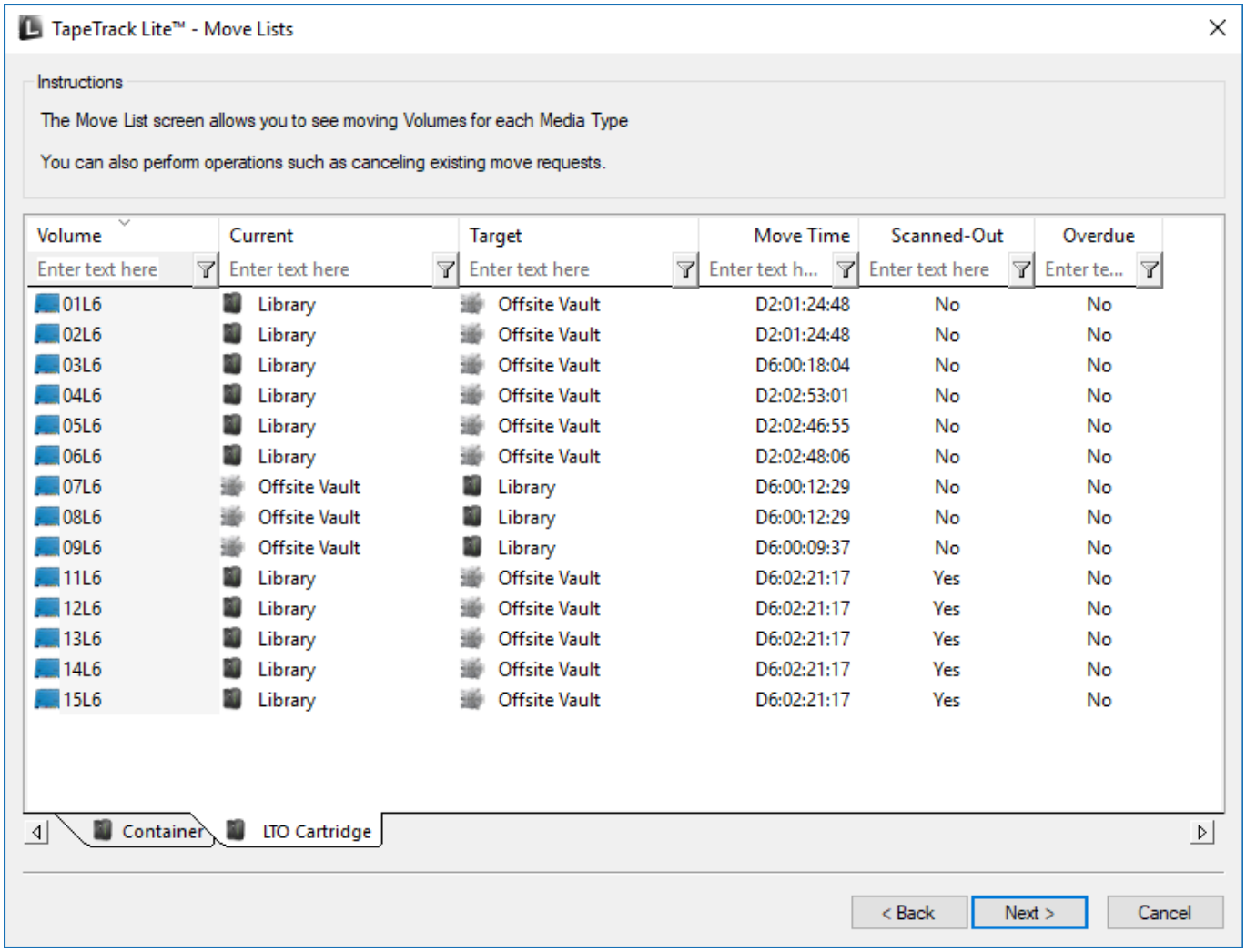


Move List

The **Move Lists** window displays moving Media separated into tabs by Media type

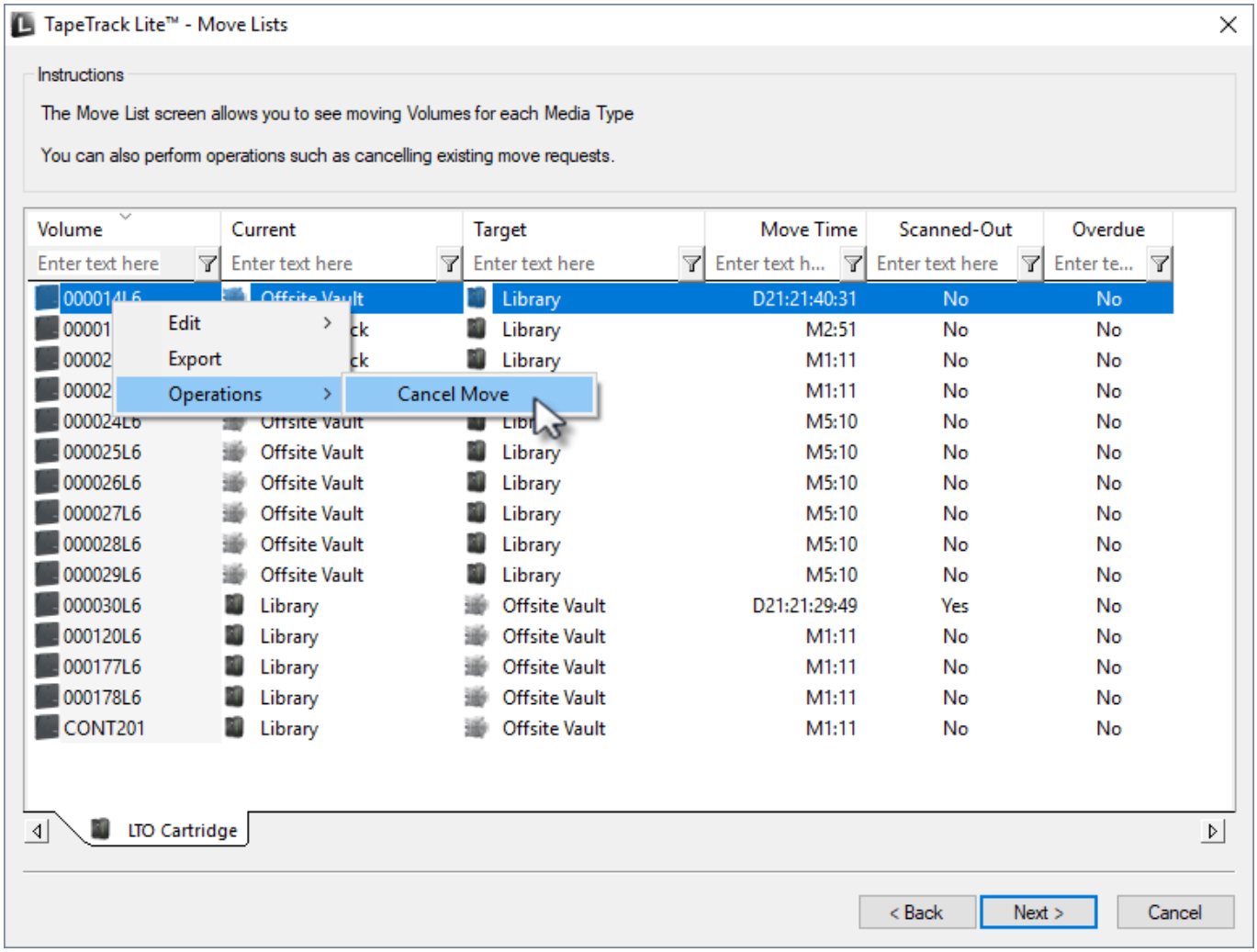
Each **Move Lists** tab displays:

- Volume-ID
- Current Repository
- Target Repository
- Move Time
- Scanned-Out status
- Overdue status



Move List Right-Click Options

- **Edit**
  - **Copy**: Volume-ID's can be copied to the Windows clipboard by selecting the required volumes and right-clicking the highlighted Volume/s and selecting `Edit → Copy`.
- **Export**: Reports can be exported by selecting the required volumes and right-clicking the highlighted Volume/s and selecting `Export`.
- **Operations**
  - **Cancel Move**: Volumes can have their move revoked or canceled by right-clicking highlighted Volumes and selecting `Operations → Cancel Move` and clicking OK to the **Failed Operations** window (warning shows because Volume/s are being moved back to current Repository without being confirmed at target Repository)

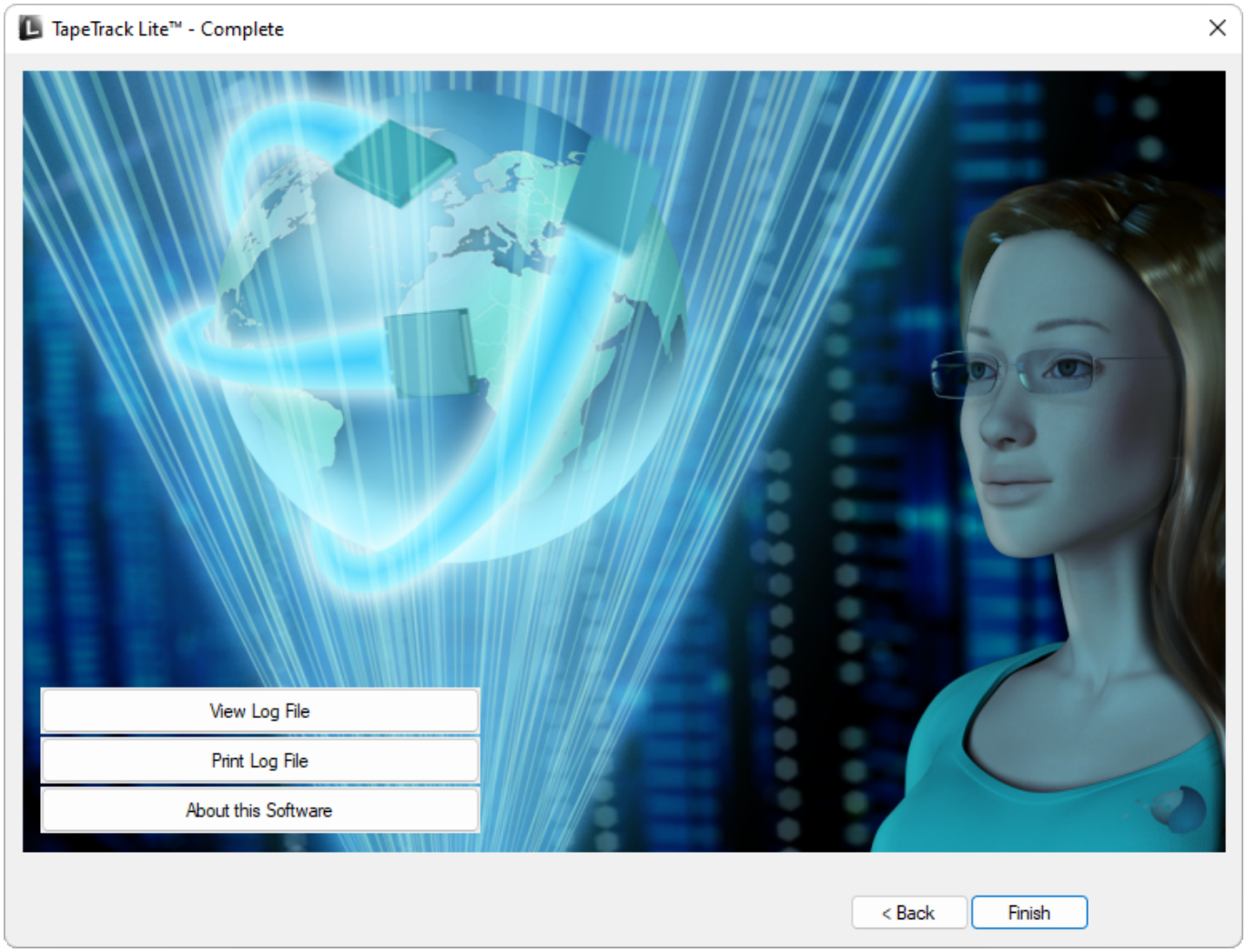


Click `Next` to continue.

Complete

This will bring up the **Complete** window, from here you can:

- Click `View Log File` to view the log file of the last completed process..
- Click `Print Log File` to save a PDF of the log file to print from your PDF viewer.
- Click `About this Software` to view product and support (email, phone & website) information.
- Click `Back` button to return to start menu and select another task.
- Click `Finish` button or X at the top right of the window to exit TapeTrack Lite.



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