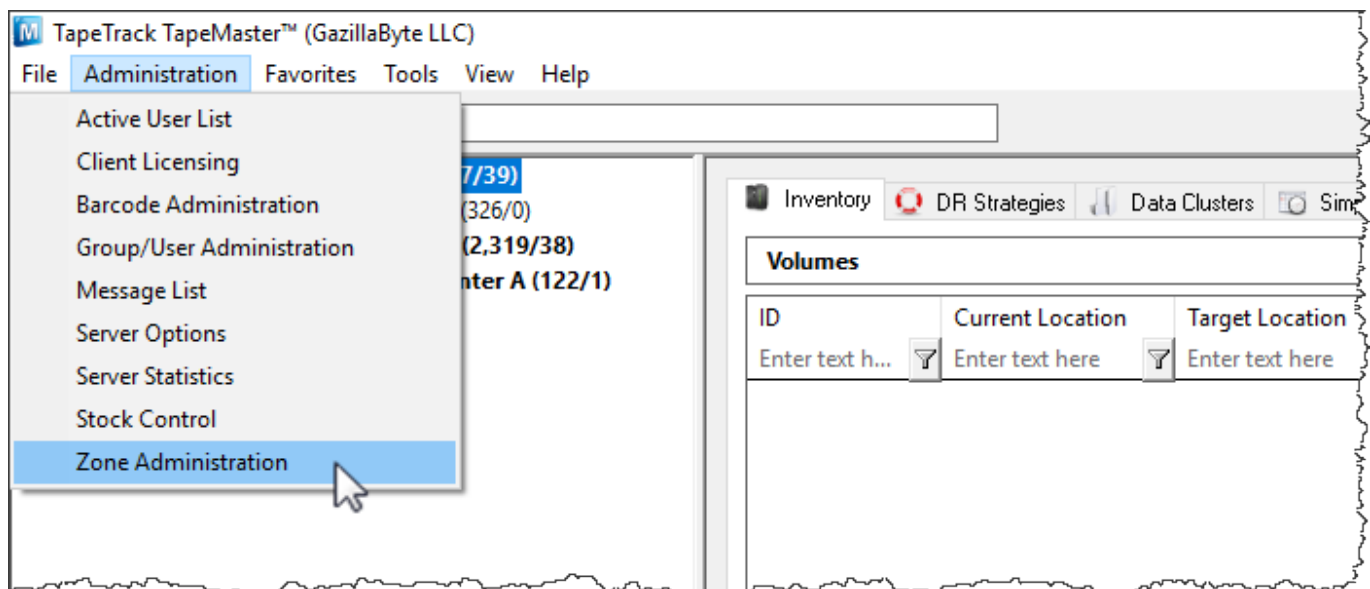


Adding and Maintaining a Zone

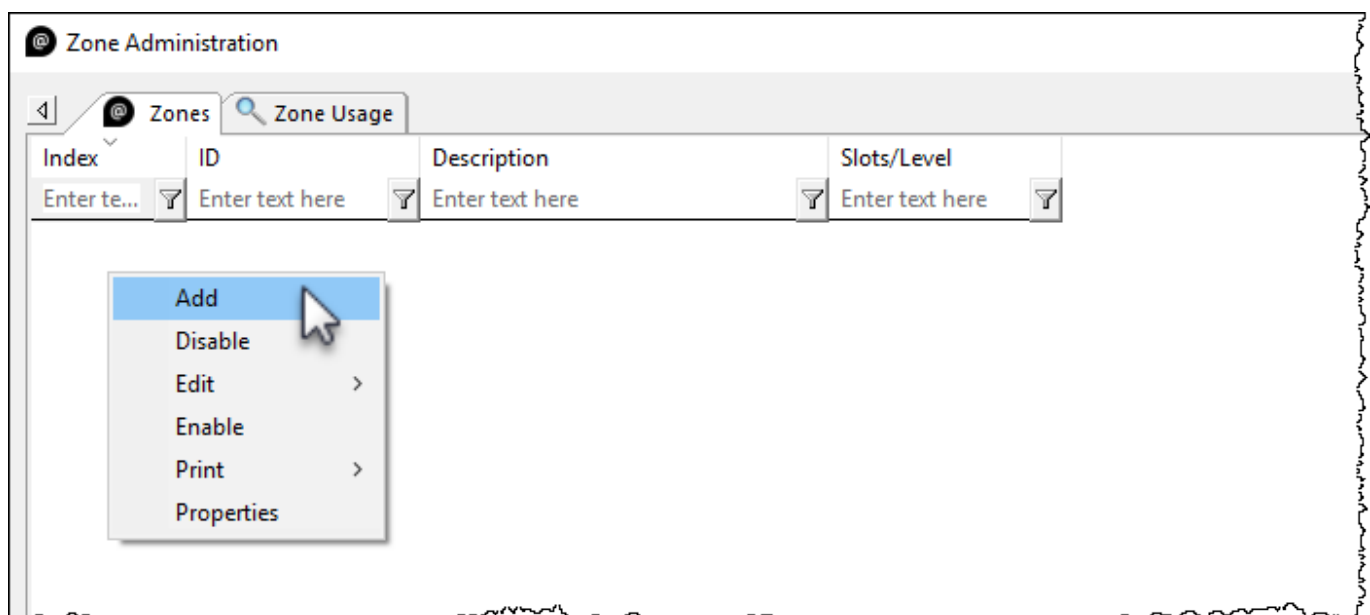
A **Zone** is a **TapeTrack Object** which represents a physical storage location. Once created a Zone is then mapped to one of more **Repositories** to facilitate one or more contiguous physical storage locations for a given virtual location.

Adding a Zone

From the Main Menu, select Administration→Zone Administration.



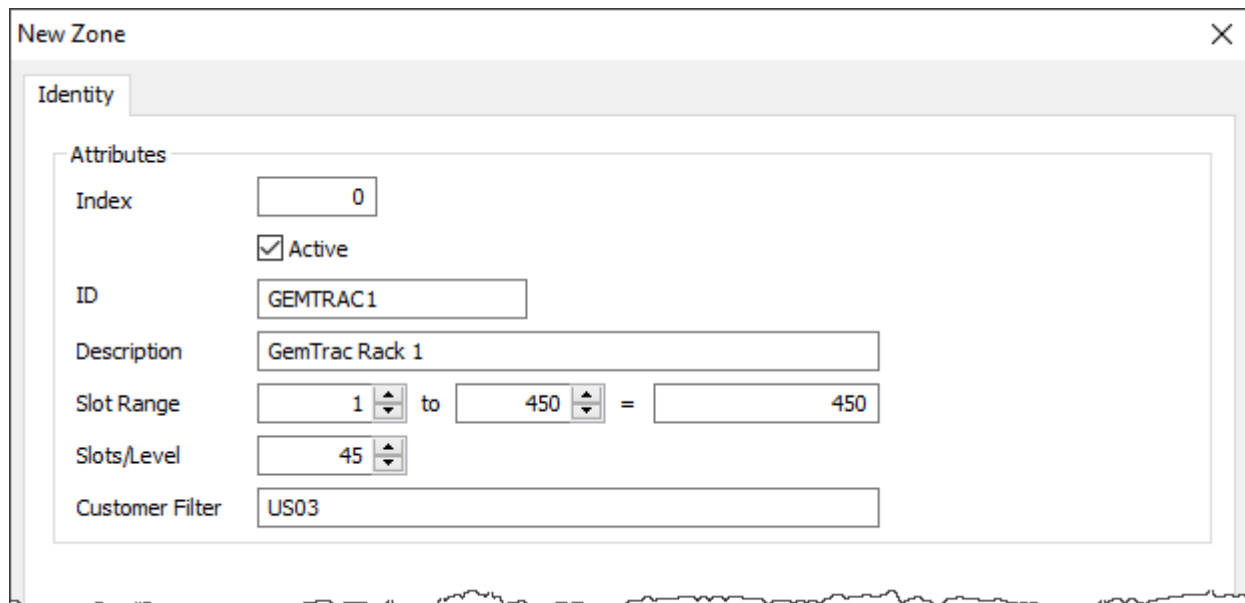
From the Zone Tab, click in the Zone List Window, and then Right click to select Add from the Context Menu.



The Identity Tab

In the Identity tab the Zone properties are:

- **Zone ID** this represents a 1 to 10 character assignable ID for the Zone.
- **Zone description** this represents a long form description of the Zone.
- **Total number of slots** this represents the total number of slots that the Zone contains.
- **Number of slots per row (optional)** this represents the number of slots in each row of the Zone.
- **Customer filter (optional)** this defines which Customers will see the specific Zone when assigning Zones to a Repository.



The screenshot shows a 'New Zone' dialog box with a close button (X) in the top right corner. The 'Identity' tab is selected. Below the tab is a section titled 'Attributes' containing several form fields:

- Index:** A text input field containing the value '0'.
- Active:** A checkbox that is checked, with the label 'Active'.
- ID:** A text input field containing the value 'GEMTRAC1'.
- Description:** A text input field containing the value 'GemTrac Rack 1'.
- Slot Range:** A range selector with three input fields: '1', '450', and an equals sign followed by '450'.
- Slots/Level:** A text input field containing the value '45'.
- Customer Filter:** A text input field containing the value 'US03'.

The Zone Usage Tab

Saving the new properties

Click Save.

Associated Instructions

Once created, Zones can be then be [mapped](#) to one or more Repositories

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