Zone Administration

Zone Administration gives you access to the zone administration window, from which you can add, remove or alter current zones as well as view slots currently in use through the zone usage tab.

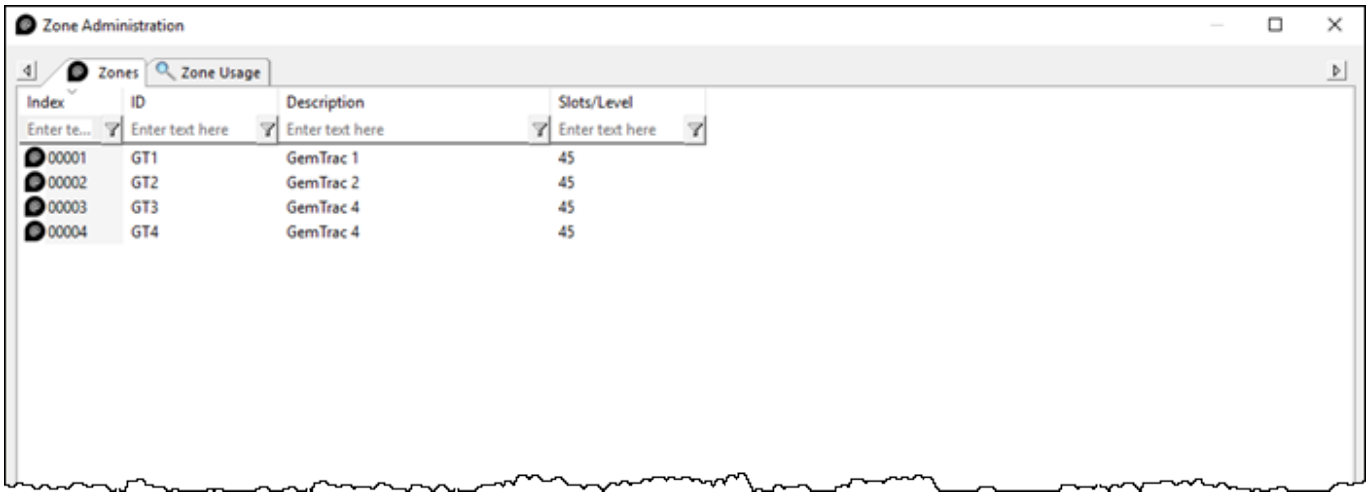
To access the Zone Administration window, from the main menu, select `Administration` → `Zone Administration`.



Only users with tapemaster rights have access to the Administrative menu.

Zone Tab

The Zone tab displays current zones index, zone ID's, descriptions and number of slots per level.

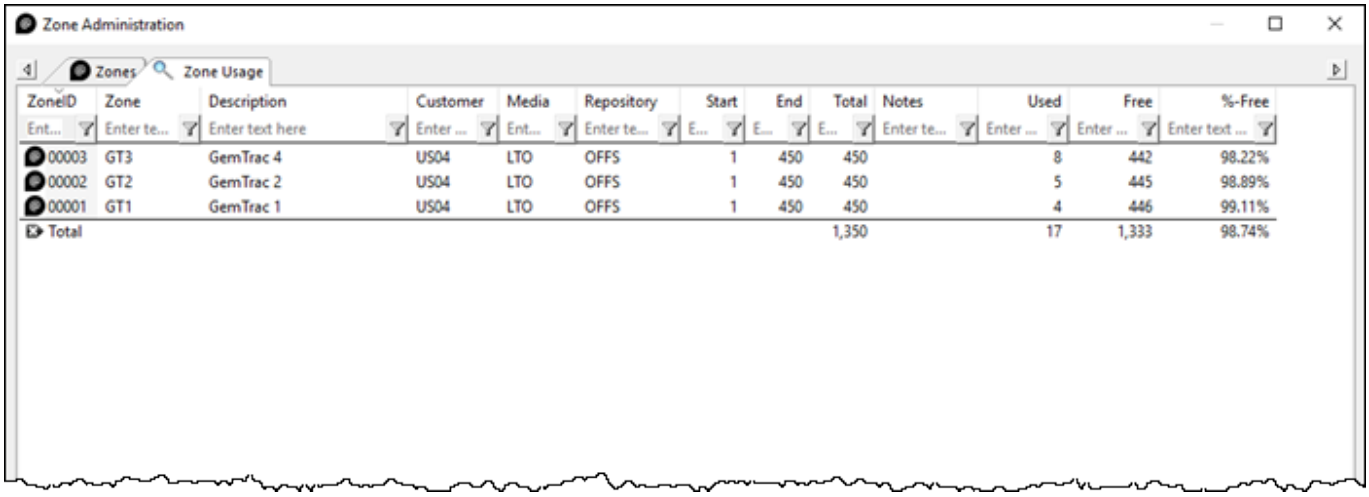


Zone Tab Right Click Options

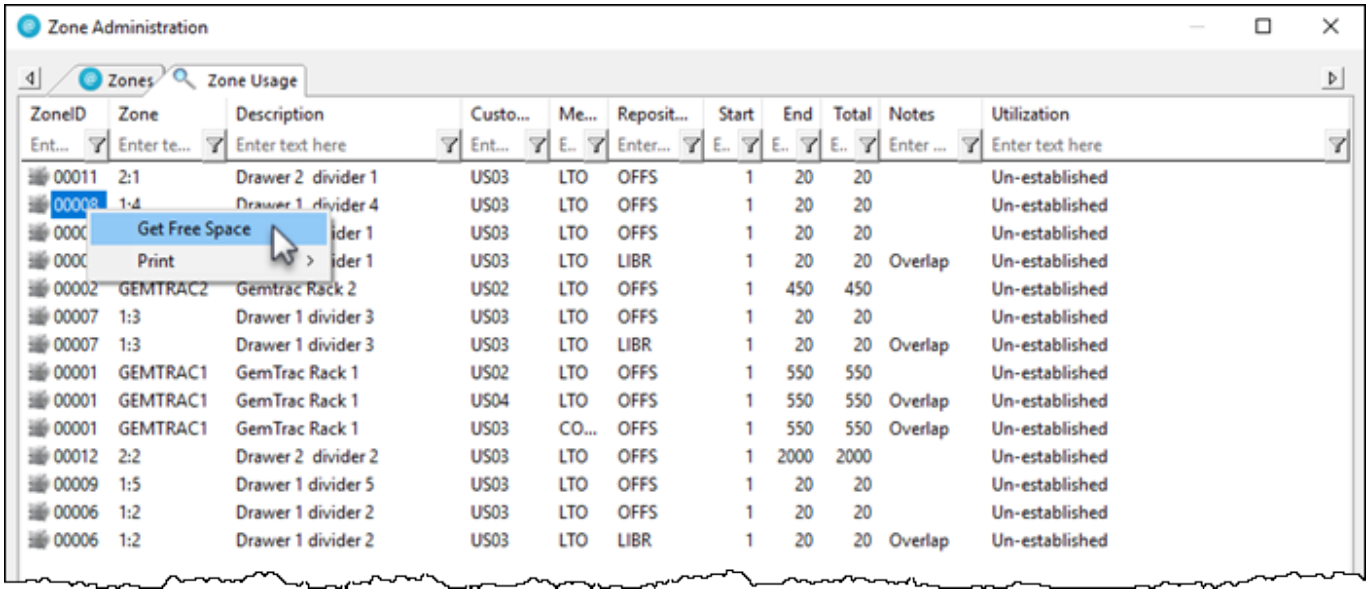
- **Add**: Adds a new zone.
- **Disable**: Disables the use of the zone.
- **Edit**
  - **Paste (Using Selected Attributes)**
- **Enable**: Enables the use of the zone.
- **Print**
  - **All**: Prints all zones and associated information.
  - **Labels**: Prints labels for use when scanning volumes into zones.
  - **Selected**: Prints selected zones and associated information.
- **Properties**: Opens **Edit Zone** window to edit zone properties and view zone usage information.

Zone Usage Tab

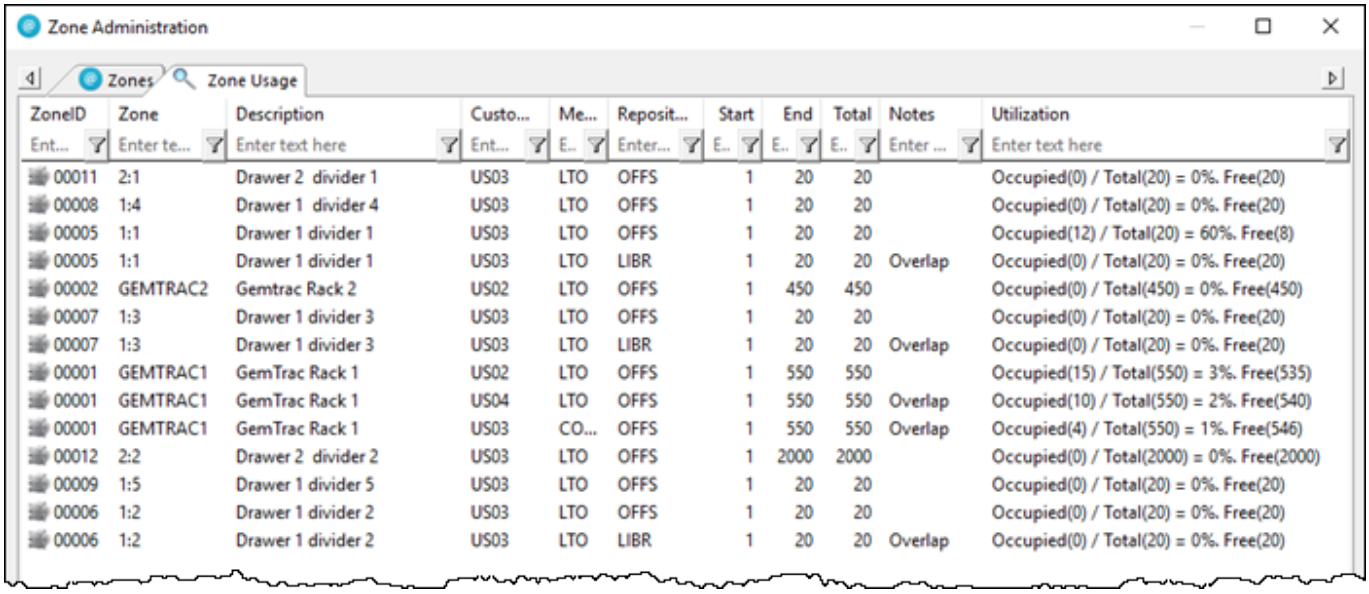
The Zone Usage tab displays the current zone index, zones ID's, Descriptions, assigned Customer and Media and Repository ID's, start and end and total slot numbers, notes and utilization figures of all zones mapped to customers repositories.



When first opened the utilization column will display **Un-established**, this is a feature to allow a quick load time of the rest of the zone data. If the utilization numbers are required, right click any zone and select `Get free space`.

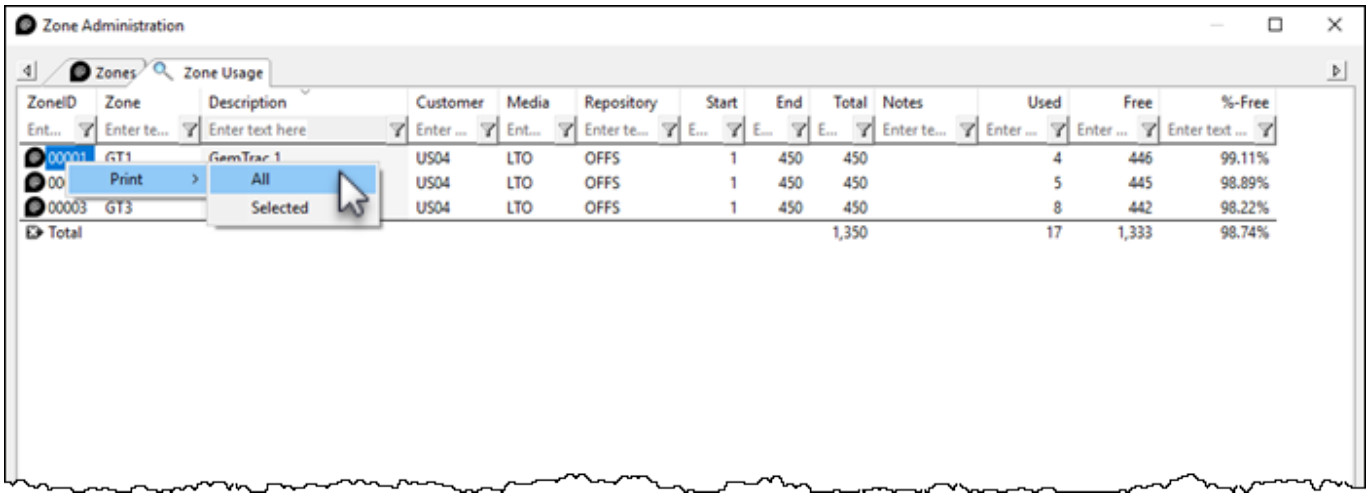


The utilization column will now display the number of slots occupied, total slots allocated, percentage of slots used and the number of slots free (or unoccupied).



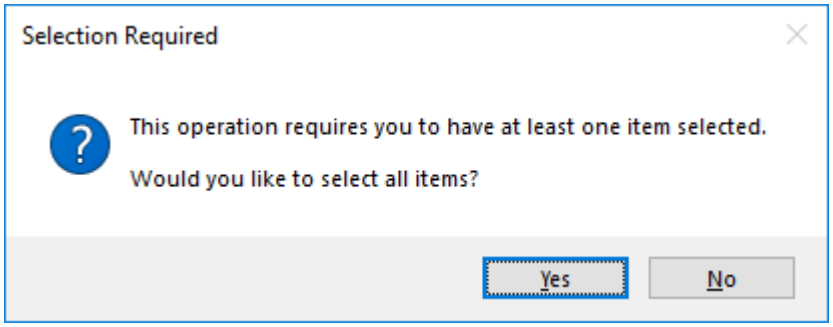
ZoneID	Zone	Description	Custo...	Me...	Reposit...	Start	End	Total	Notes	Utilization
00011	2:1	Drawer 2 divider 1	US03	LTO	OFFS	1	20	20		Occupied(0) / Total(20) = 0%. Free(20)
00008	1:4	Drawer 1 divider 4	US03	LTO	OFFS	1	20	20		Occupied(0) / Total(20) = 0%. Free(20)
00005	1:1	Drawer 1 divider 1	US03	LTO	OFFS	1	20	20		Occupied(12) / Total(20) = 60%. Free(8)
00005	1:1	Drawer 1 divider 1	US03	LTO	LIBR	1	20	20	Overlap	Occupied(0) / Total(20) = 0%. Free(20)
00002	GEMTRAC2	Gemtrac Rack 2	US02	LTO	OFFS	1	450	450		Occupied(0) / Total(450) = 0%. Free(450)
00007	1:3	Drawer 1 divider 3	US03	LTO	OFFS	1	20	20		Occupied(0) / Total(20) = 0%. Free(20)
00007	1:3	Drawer 1 divider 3	US03	LTO	LIBR	1	20	20	Overlap	Occupied(0) / Total(20) = 0%. Free(20)
00001	GEMTRAC1	GemTrac Rack 1	US02	LTO	OFFS	1	550	550		Occupied(15) / Total(550) = 3%. Free(535)
00001	GEMTRAC1	GemTrac Rack 1	US04	LTO	OFFS	1	550	550	Overlap	Occupied(10) / Total(550) = 2%. Free(540)
00001	GEMTRAC1	GemTrac Rack 1	US03	CO...	OFFS	1	550	550	Overlap	Occupied(4) / Total(550) = 1%. Free(546)
00012	2:2	Drawer 2 divider 2	US03	LTO	OFFS	1	2000	2000		Occupied(0) / Total(2000) = 0%. Free(2000)
00009	1:5	Drawer 1 divider 5	US03	LTO	OFFS	1	20	20		Occupied(0) / Total(20) = 0%. Free(20)
00006	1:2	Drawer 1 divider 2	US03	LTO	OFFS	1	20	20		Occupied(0) / Total(20) = 0%. Free(20)
00006	1:2	Drawer 1 divider 2	US03	LTO	LIBR	1	20	20	Overlap	Occupied(0) / Total(20) = 0%. Free(20)

Selected zones can be printed by right clicking highlighted zones and selecting `Print` → `Selected`, or `Print` → `All` to print all zones.



ZoneID	Zone	Description	Customer	Media	Repository	Start	End	Total	Notes	Used	Free	%-Free
00001	GT1	GemTrac 1	US04	LTO	OFFS	1	450	450		4	446	99.11%
00002	GT2	GemTrac 2	US04	LTO	OFFS	1	450	450		5	445	98.89%
00003	GT3	GemTrac 3	US04	LTO	OFFS	1	450	450		8	442	98.22%
Total								1,350		17	1,333	98.74%

To export to a file press `Ctrl` → e.



Select `Yes` on the Selection Required window.

Then select the output format from:

- Comma Delimited File (CSV)
- Microsoft Excel
- Text file
- XML File

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Last update: **2025/01/21 22:07**