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.

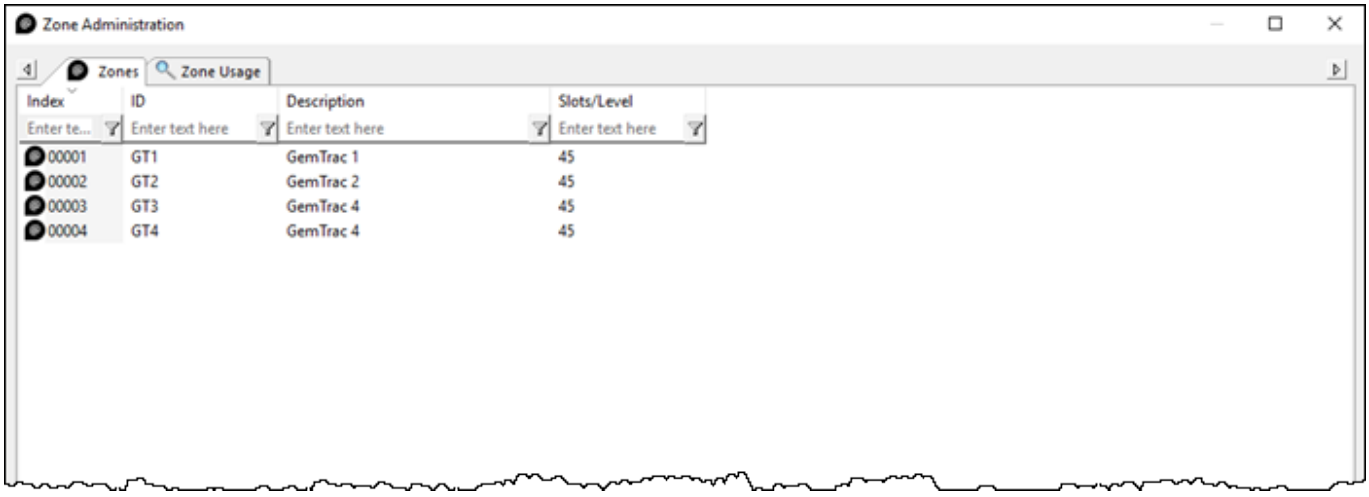
To access the Zone Administration window, from the Main Menu, select Administration → Zone Administration.



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

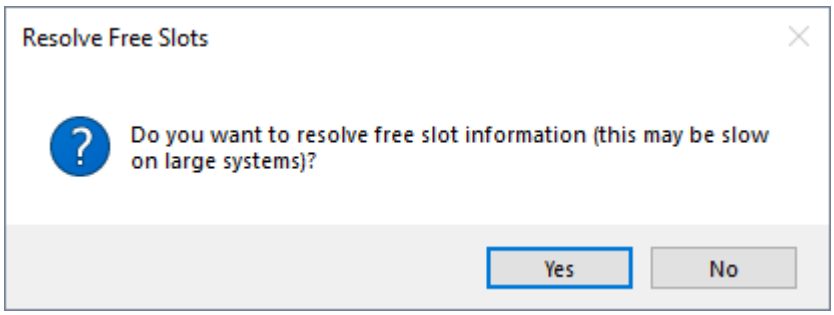
- **Add**: Adds a new zone.
- **Disable**: Disables the use of the zone.
- **Edit**
  - **Paste (Using Selected Attributes)**
- **Enable**: Enables the use of the zone.
- **Properties**: Opens **Edit Zone** window to edit zone properties and view zone usage information.

Zone Usage Tab

The Zone Usage tab displays the current zone index, zones ID's, Descriptions, assigned Customer and

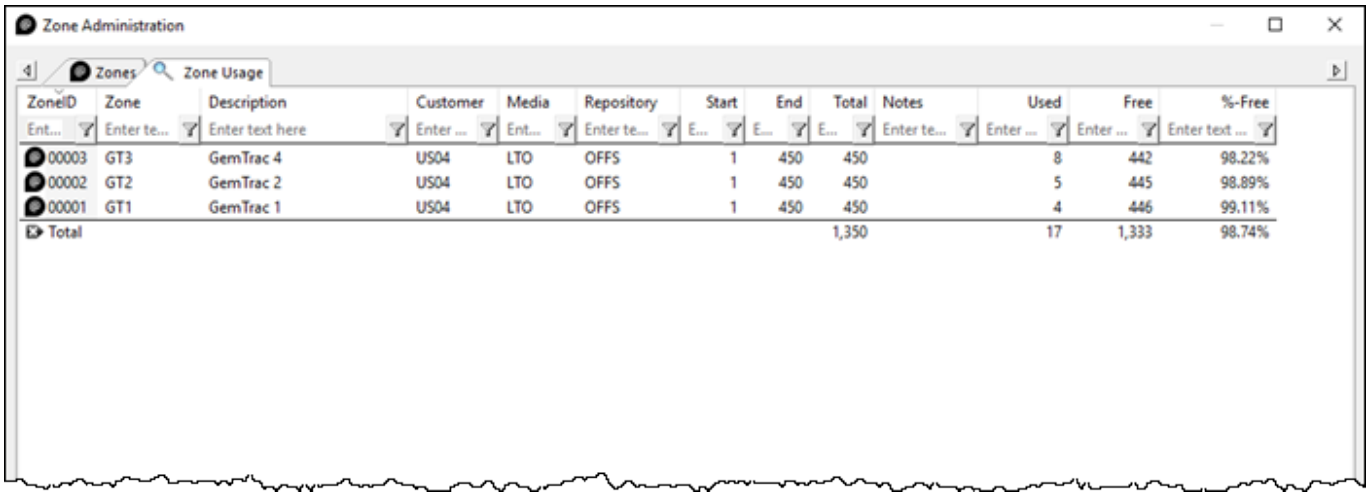
Media and Repository-ID's, start and end and total slot numbers, notes, number of used slots, number of free slots and percentage of free slots.

To view the zone usage data, select the Zone Usage tab and click Yes to the **Resolve Free Slots** popup.



Data in the columns can be displayed in ascending or descending order by clicking the column headings.

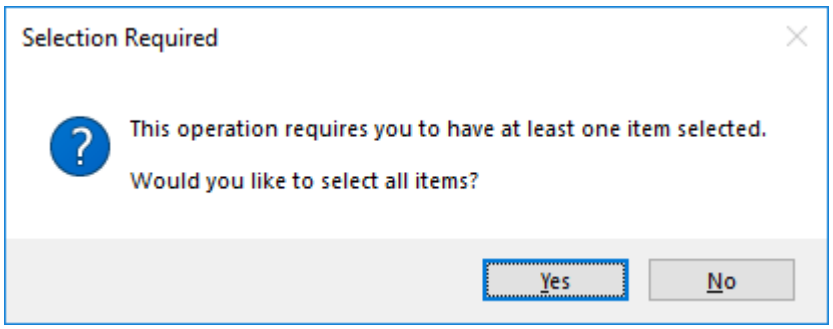
Displayed data can be filtered by using the TapeTrack String Filters



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

To export to a file, select the required **Zone ID's** from the Zone Usage tab and press Ctrl+E.

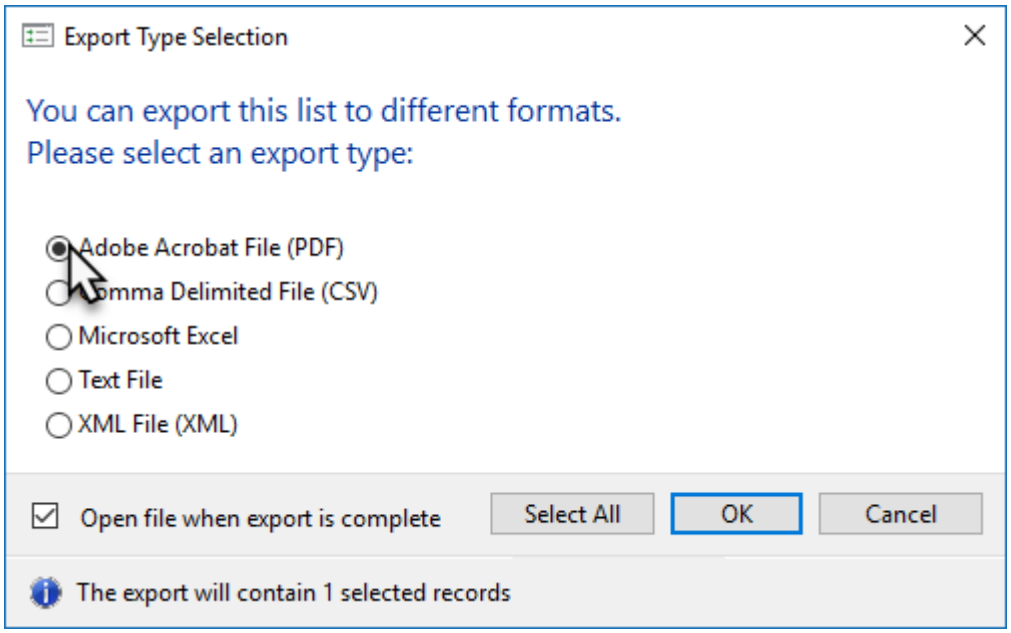
If no zones are selected when Ctrl+E is pressed, a popup is presented. Click Yes to export all records or click No to exit export and select required records before pressing Ctrl+E to start export process.



Select the output format from:

- Comma Delimited File (CSV)
- Microsoft Excel

- Text File
- XML File



By default the **Open file when export is complete** is checked, uncheck if you do not want the file to open on export.

Click OK to export or Cancel to abort the process.

Click the X in the top right corner to exit.

Example

Data exported to text file

<sxh>

```
           System: TapeTrack
```

Report Description: Export

```
  Production Time: Friday, June 15, 2018 - 11:16:02 (AUS Eastern Standard
Time)
     Report Width: 90 bytes
```

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

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