

Attributes

Attributes are additional variables outside of various Object-IDs and descriptions that can be set for a specific [Volume](#). Attributes can be searched by using the Search Attributes function in the right-click menu of a [Customer Node](#) in the [Customer Tree](#).

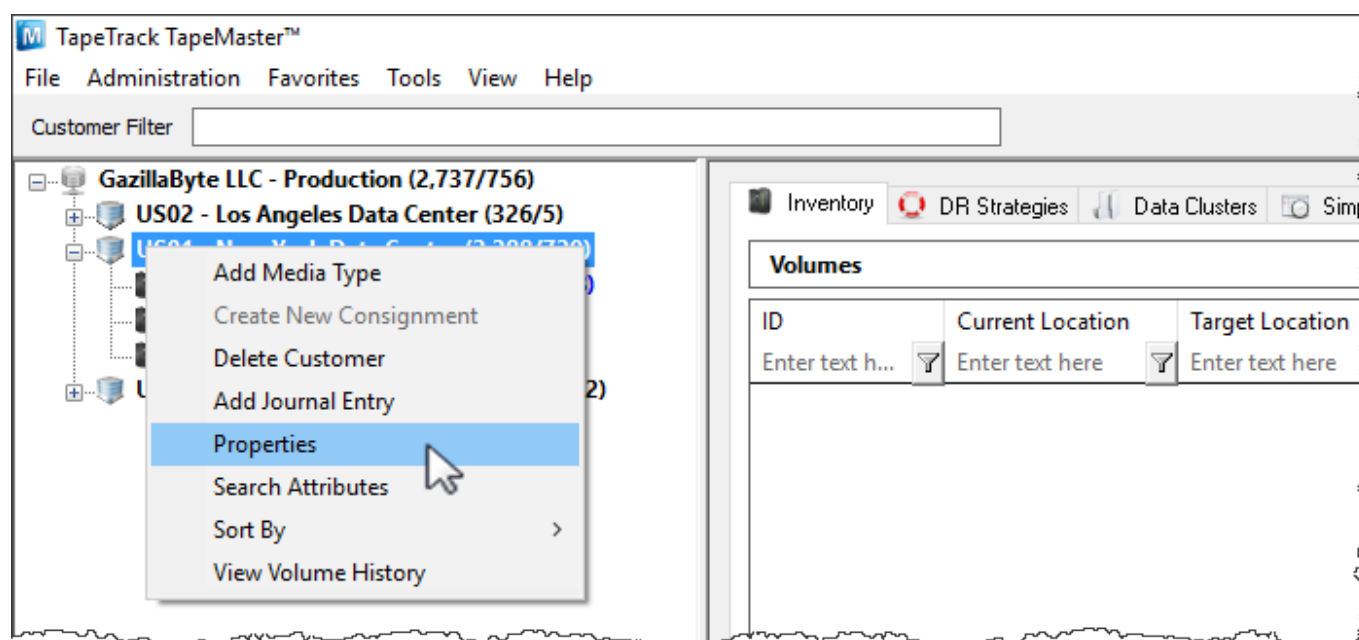
Adding and Maintaining Attributes

Attributes are divided into three main pieces: Attribute, Type, and Value.

- **Attribute:** An Attribute is an item that can have many variables assigned to it, similar to a category.
- **Type:** There are three types of acceptable Attribute: Dates, Integers, and Strings.
- **Value:** The Values are the unique variables that are assigned to each Attribute on a [Volume](#) level.

Setting Attributes and Types

Attributes and types are set at a Customer level by right-clicking a Customer in the Customer Tree and selecting "Properties".



This will launch the Customer Properties Window. Select the Attributes tab.

Edit Customer: Los Angeles Data Center

User Access Options LibraryHealth
Identity Contact Details Extended Attributes

Attribute	Label	Type	Required	Hidden	Featured
Extended Attribute 1	Long Barcode	String	False	False	False
Extended Attribute 2	Catalog	String	False	False	True
Extended Attribute 3	Date	Date	False	False	False
Extended Attribute 4	Duplicate	Reference	False	False	False

Reset All Values Copy from Customer

Save Cancel Help

Left-click in the Attribute field next to an Index number to enter an Attribute.

By default, the type will be set to String. Click String to select either String, Integer, or Date from the Type Drop Down Menu.

Set **Required** to the required value when creating new volumes:

- False equates to optional value.
- True equates to mandatory entry.

Setting Attribute Values

Attribute Values are set at a [Volume](#) Level in the Attributes Tab of the [Volume Properties Window](#). To launch the [Volume Properties Window](#) for a specific [Volume](#), double-click a Volume in the [Volume List](#) or right-click a [Volume](#) in the [Volume List](#) and select **Properties**.

Attribute	Value
Description	
Long Barcode	A6000001L6
Catalog	2017 Main
Date	Tuesday, July 29, 2025
Duplicate	140102L6

Left-click in the Value field across from the desired Attribute to set a value for that Attribute.

Attribute History

Changes to attributes are kept in a historical log. To access the historical values of an attribute for a particular volume double click the selected volume or right click and select properties. Open the attributes tab and select the dropdown box Available Attribute History and click on the required attribute category.

Edit Volume: 000001L6

Identity

Target Location

Current Location

Scanned Location

Notes

History

Datasets

Attributes

VeriScore™

DR Strategies

Options

Catalog

References

Description	
Long Barcode	A6000001L6
Catalog	2017 Main -1A
Date	Tuesday, July 29, 2025
Duplicate	140102L6

View Attribute History

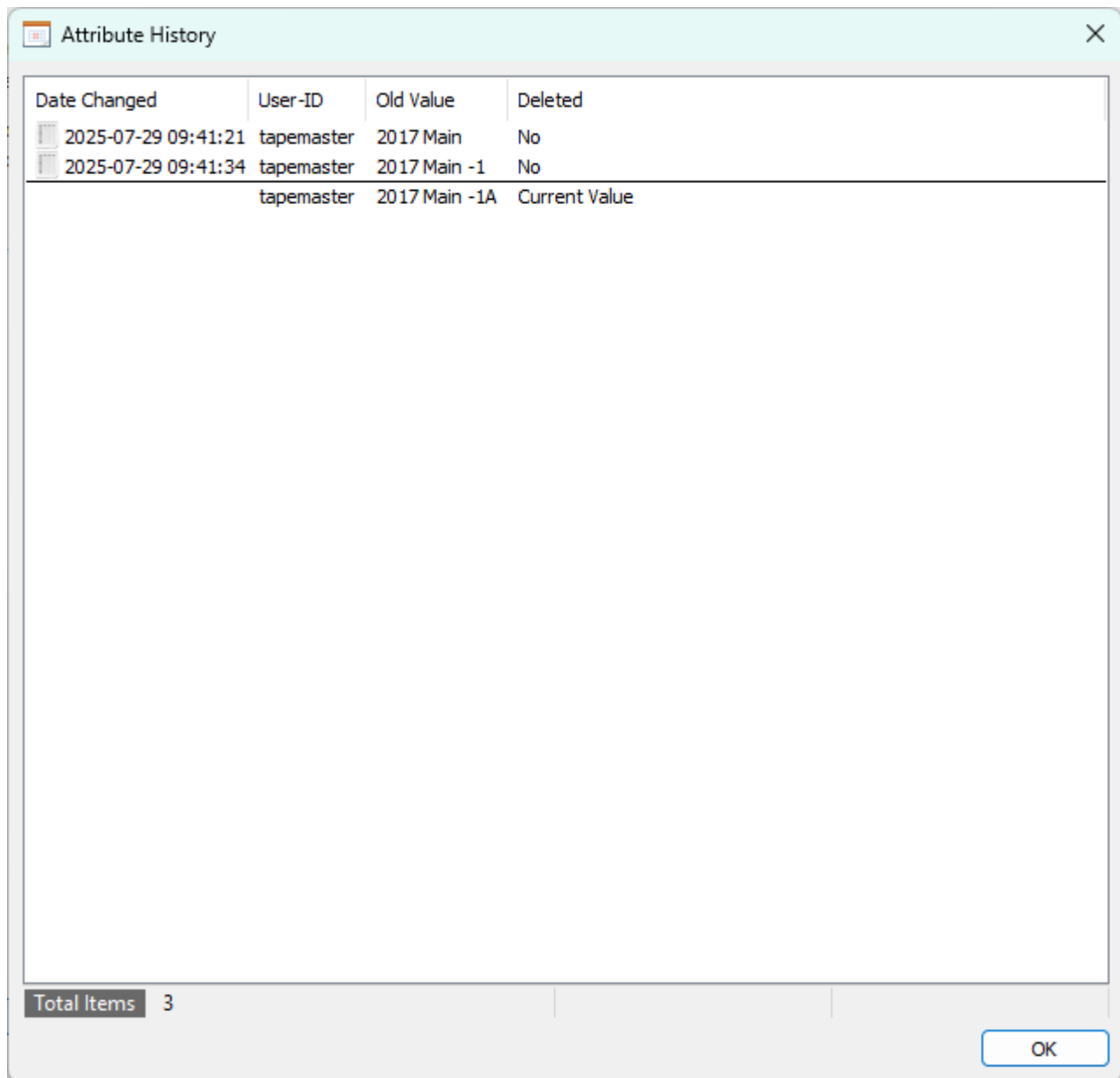
Catalog (2 history records)

Save

Cancel

Help

This will open the **Attribute History**, displaying the previous values the attribute has been set to, the date it was changed and the user who updated it.

The image shows a software window titled "Attribute History" with a close button (X) in the top right corner. It contains a table with four columns: "Date Changed", "User-ID", "Old Value", and "Deleted". The table has three rows of data. The first two rows have a small icon in the first column. The third row has a blank first column. At the bottom left of the window, there is a label "Total Items" followed by the number "3". At the bottom right, there is an "OK" button.

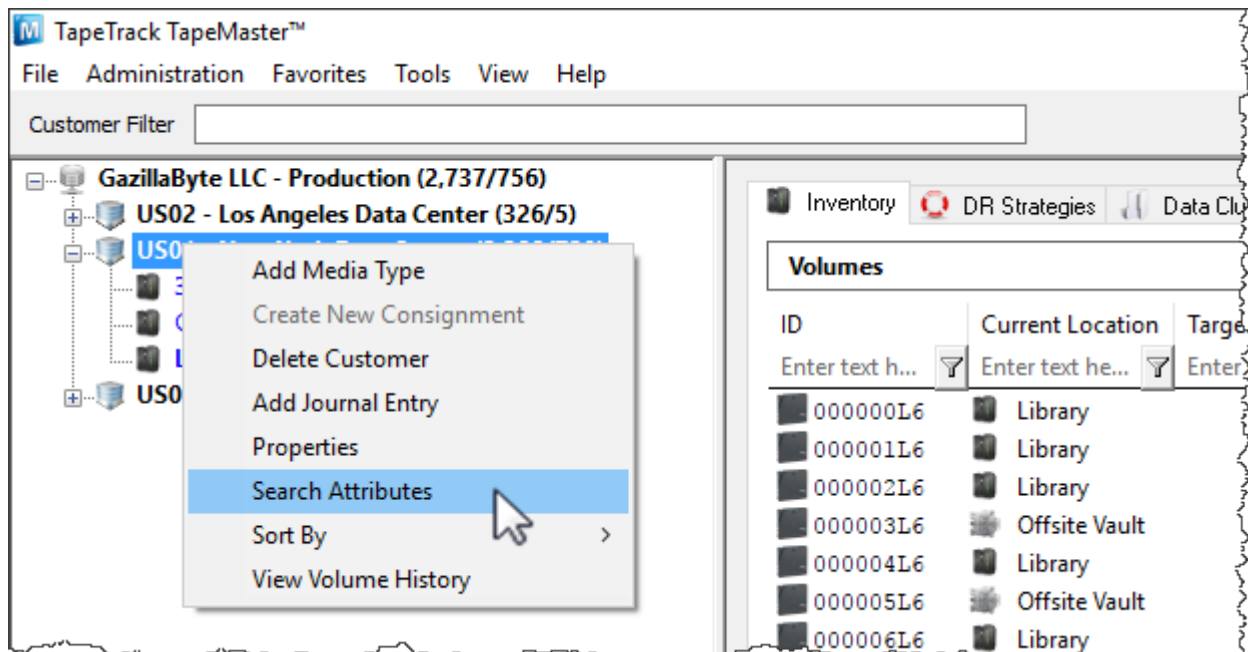
Date Changed	User-ID	Old Value	Deleted
 2025-07-29 09:41:21	tapemaster	2017 Main	No
 2025-07-29 09:41:34	tapemaster	2017 Main -1	No
	tapemaster	2017 Main -1A	Current Value

Total Items 3

OK

Searching Attributes

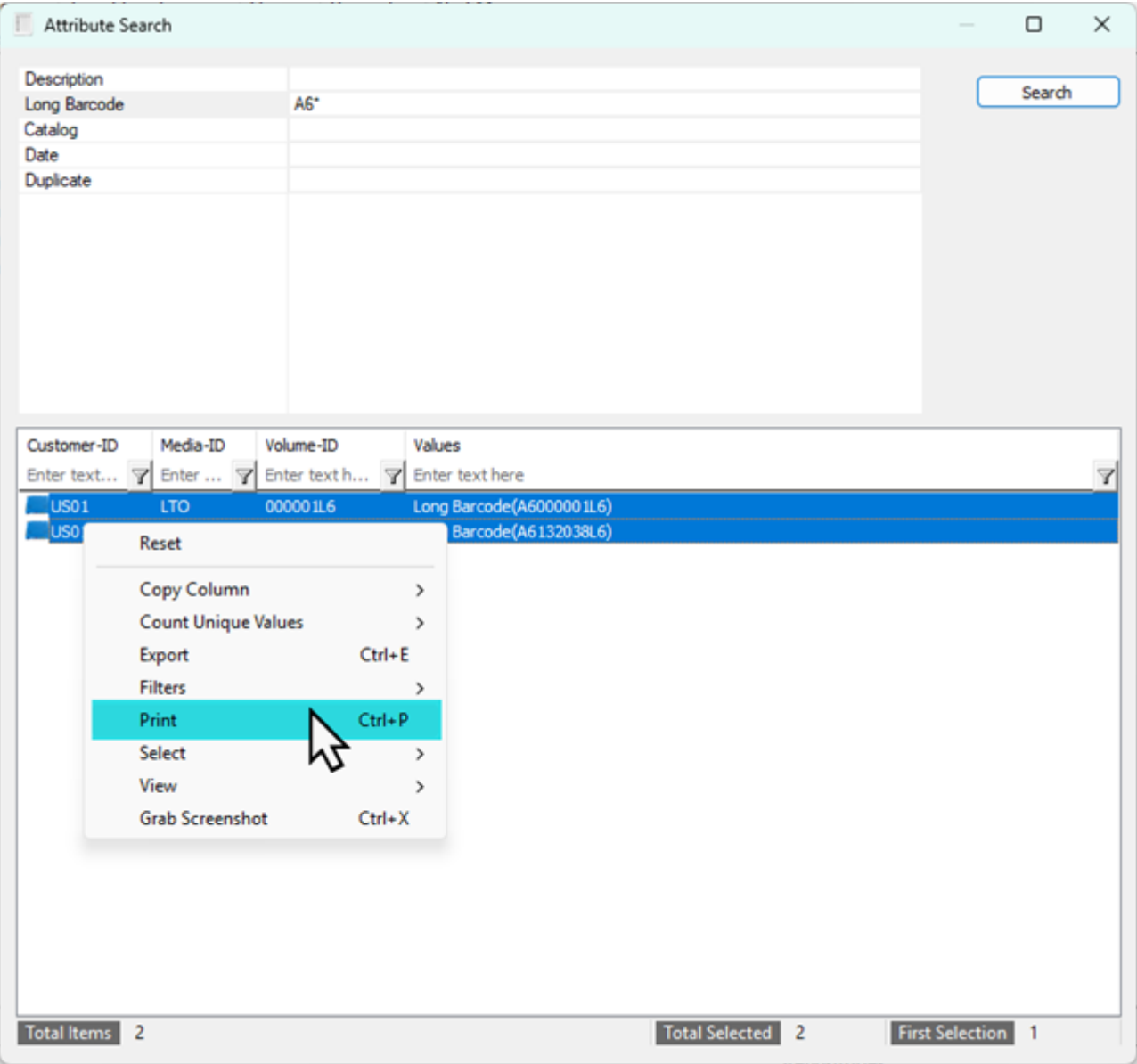
The Search Attributes function can be launched by right-clicking a [Customer](#) in the [Customer Tree](#) and selecting **Search Attributes**.



This will launch the Attribute Search window. The Attribute Search window is divided into two windows: the filter window and the Item List.

The filters window displays the Attributes set at a [Customer](#) level. Left-click next to an Attribute and type in an Attribute Value to search for all Volumes that have that Attribute Value set.

Right-clicking in the Item List window will provide options to print a list of the [Volumes](#) with the selected Attribute Value set.



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