

# Inventory Tab

The Inventory Administration Tab is the main access point for Asset Management in TapeMaster. It displays all of the [Volumes](#) and [Repositories](#) being managed in the selected Customer / Media Type.

## Right Click Options

- **Add:** Add a new [Volume](#).
- **Delete:** Delete a [Volume](#).
- **Edit**
  - **Copy**
    - **Attributes:** Copies the displayed [attributes](#) of selected [Volumes](#) to the clipboard.
    - **Containers:** Copies the Container ID's (Cust.Media.Cont) the selected Volume/s are assigned to.
    - **Unqualified Volumes:** Copies the [unqualified Volume-ID's](#) (no Customer-ID or Media-ID) of the selected [Volumes](#).
    - **Unqualified Volumes (without suffix):** Copies the [unqualified Volume-ID's](#) (no [Customer-ID](#) or [Media-ID](#)) without the suffix (e.g. 123456L6 will copy as 123456) of the selected [Volumes](#).
    - **Volumes** (Ctrl\_C): Copies the [Volume-ID's](#) (including [Customer-ID](#) and [Media-ID](#) ) of the selected [Volumes](#).
  - **Paste**
    - **Attributes:** Pastes clipboard contents into the displayed attribute of the selected [Volumes](#).
    - **Select In List:**
      - **Attribute:** Selects [Volume](#) from the inventory using the attribute values in the clipboard.
      - **Volume:** Selects [Volume](#) from the inventory using the [volume-ID's](#) in the clipboard.
    - **Volumes** Ctrl+V: Creates new [Volume](#) from the value/s in the clipboard.
    - **Value by ID**
      - **Attribute:** Pastes in attribute values by [Volume-ID](#).
      - **Long Barcode:** Pastes in Long Barcode value to associated Hashed Volume ID's.
      - **Next Move:** Pastes in next move date by [Volume-ID](#).

\* **Export:** Export selected [Volumes](#) to file, either CSV, Email, Excel, Text or XML.

- **Find**
  - **Notes:** Display [Volume](#) notes from search criteria.
  - **Datasets:** Display [Volume](#) Datasets from search criteria.
- **Favorites**
  - **Set:** Add favorite flag to selected [Volumes](#).
  - **Un-Set:** Remove favorite flag to selected [Volumes](#).
- **Print**
  - **Labels:** Print barcode labels of selected [Volumes](#).
- **Properties**
- **Select**

- **All:** Selects all **Volume** of current Customer's media.
- **Invert** Inverts selection of the selected **Volumes** of current Customer's Media
- **Special Operations**
  - **Add Note:** Opens Add Note window to add a note to selected **Volumes**.
  - **Check for Duplicate within Customer:** Checks for duplicate Volume-ID's within the selected customers other media types.
  - **Confirm:** Confirms selected **Volumes** into their target repository.
  - **Container**
    - **De-Register:** De-registers, or removes, a **Volume's** container status.
    - **Register:** Registers a Volume as a Container.
    - **Purge:** Removes all **Volumes** assigned to the container.
  - **Detect missing Volumes in Sequence:** Highlights any **Volumes** missing from a numerical sequence of selected **Volumes**.
  - **Modify**
    - **Assign to new/no Container:** Opens the Container Selection window to select container assignment.
    - **Data Cluster:** Opens Data Cluster Selection window to assign selected **Volumes** to a data cluster.
    - **Generation:** Assigns generation value to selected **Volumes**.
    - **Home Repository:** Assigns a Home Repository value to the selected **Volumes**.
    - **Flags:** Opens the Modify Flags window to add, remove or toggle the selected Volumes flags.
    - **Next Move:** Opens the Next Move Date Selection window to set the next move date for the selected **Volumes**.
  - **Scan**
    - **Scan to Add Volumes:** Opens the **Barcode Scanning Window** and add the **Volumes** being scanned to the selected **Customer** and **Media Type**.
    - **Scan to Select Volumes:** Opens the **Barcode Scanning Window** and select the **Volumes** being scanned in the **Volume List**.
  - **Search Next Move Dates:** Opens Next Move Date Search window, displaying Volume-ID's and move dates based on filter criteria.
  - **Show Next Move in Month View:** Opens a window displaying the **move** dates for the selected **Volume(s)** in a calendar format.
  - **Slots**
    - **Find Duplicate Slots:** Searches the current **Media Type** for any slots occupied by multiple **Volumes**.
  - **Support**
    - **Create Export File** Creates a TapeTrack export file to send to the GazillaByte helpdesk to help troubleshooting problems.

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