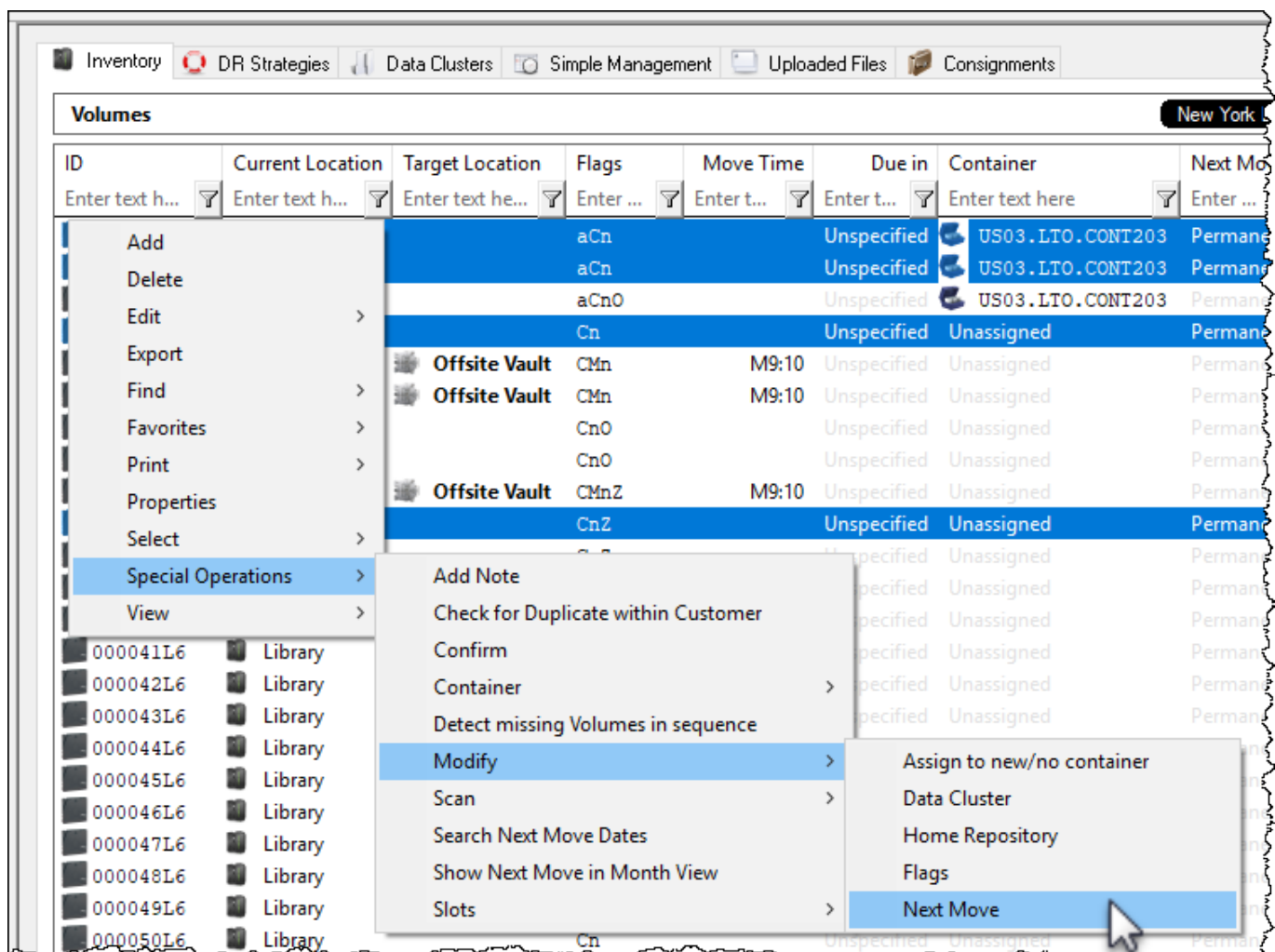


Modify Next Move Date

Next Move can be used to set the next move date of a volume or group of volumes via a calendar interface.

Select a volume or range of volumes (shift + click and or control + click) from the inventory window which you want to set a move date. Right click the highlighted volume/s and select Special Operations→Modify→Next Move.



From the Next move date selection window, check the **Automatically move Volume on the specified date** box to display the calendar.

Select the next move date by either:

Setting the number of days, months and years via the up-down buttons

or

Scrolling through the calendar and clicking on the required date. Clicking on the top heading of the calendar box will zoom out from month, to year, to 10 year range, to 100 year range to allow fast acquisition of required date. Clicking on the values in the lower section of the calendar will zoom back in sequentially from 100 year range to the days of the month.

Next move date selection



☒ Automatically move Volume on the specified date.

Retain for days
 months
 years

August 2019

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	28	29	30	31	1	2	3
32	4	5	6	7	8	9	10
33	11	12	13	14	15	16	17
34	18	19	20	21	22	23	24
35	25	26	27	28	29	30	31
36	1	2	3	4	5	6	7

Today: 2/7/2018

OK

Cancel

Once the return date has been selected, click OK to close and set the next move date.

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