

# Adding and Deleting Repositories

## Overview

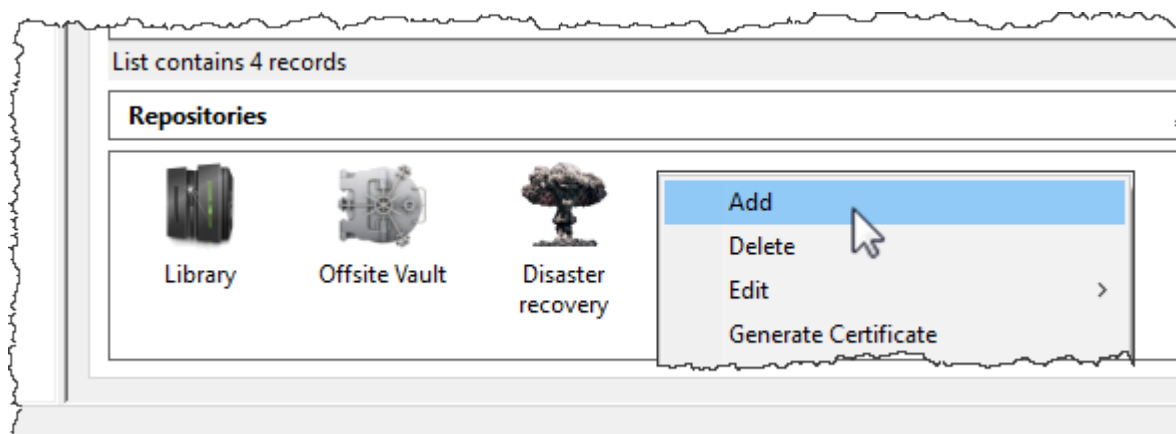
Repositories are locations where Volumes can be located. This page contains information about Adding and Deleting Repositories.

## Adding a Repository

To add a Repository, right-click on the Media Type that the Repository will be listed under and select Add Repository.



or right click in the repository window and select Add.



This will launch Edit New Repository window.

## Basic Repository Options

### Identity

Insert the Repository ID (up to 4 permanent alphanumeric characters) and repository description (up to 20 alphanumeric characters)

The screenshot shows a window titled "Edit New Repository" with a close button (X) in the top right corner. Below the title bar is a tabbed interface with the following tabs: Identity (selected), Zones, Slot Usage, Options, Usage History, Movement History, and Certification. The "Identity" tab is active, displaying a form with the following fields:

| Attributes    |                           |
|---------------|---------------------------|
| Customer-ID   | US01 New York Data Center |
| Media-ID      | LTO LTO Cartridge         |
| Repository-ID | RACK                      |
| Description   | GemTrac Rack              |

### Options

Select type of repository to change display icon to match repository function. The basic choices are:

- Destruction
- Disaster Recovery
- Legal Hold
- Library
- Ordered
- Rack
- Scratch
- Transport
- Vault

Select the repository the volume will move to next (required for all automated tape movement) after this repository.

Click Save to create repository.

## Deleting a Repository

To delete a Repository, right-click on the Repository that needs to be deleted and select Delete.

**Note:** There must not be any Volumes in this Repository in order to delete it. 

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