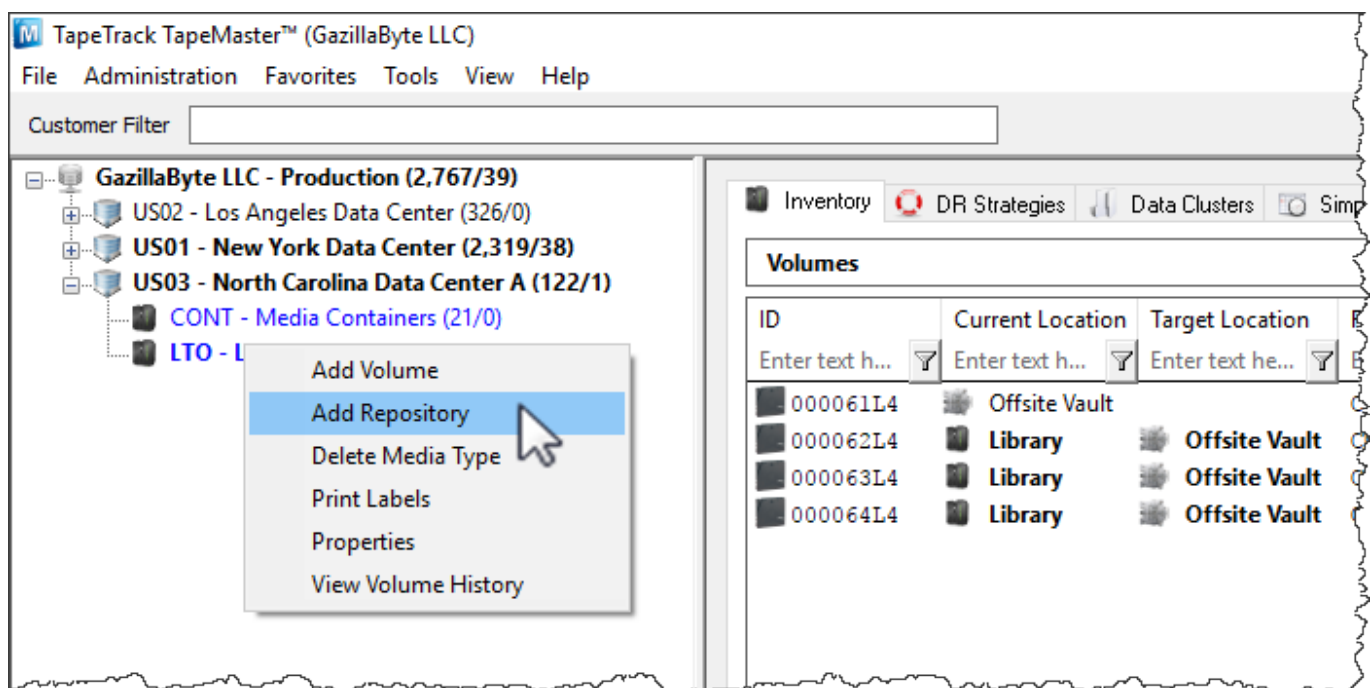


Adding and Maintaining Repositories

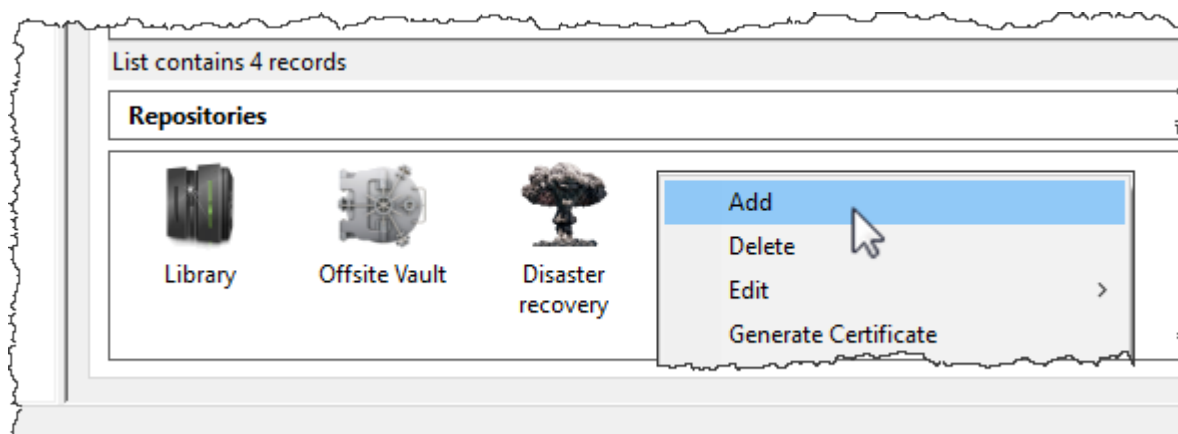
[Repositories](#) are locations where [Volumes](#) can be located. This page contains information about Adding and Deleting [Repositories](#).

Adding Repositories

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 in the top right. Below the title bar is a tabbed interface with tabs for Identity, Zones, Slot Usage, Options, Usage History, Movement History, and Certification. The "Identity" tab is active. Under the "Attributes" section, there are four rows of input fields:

Attribute	Value	Description
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 options 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](#).

Advanced Repository Options

[Zones](#)

[Slot Usage](#)

[Options](#)

[Usage History](#)

[Movement History](#)

Certification

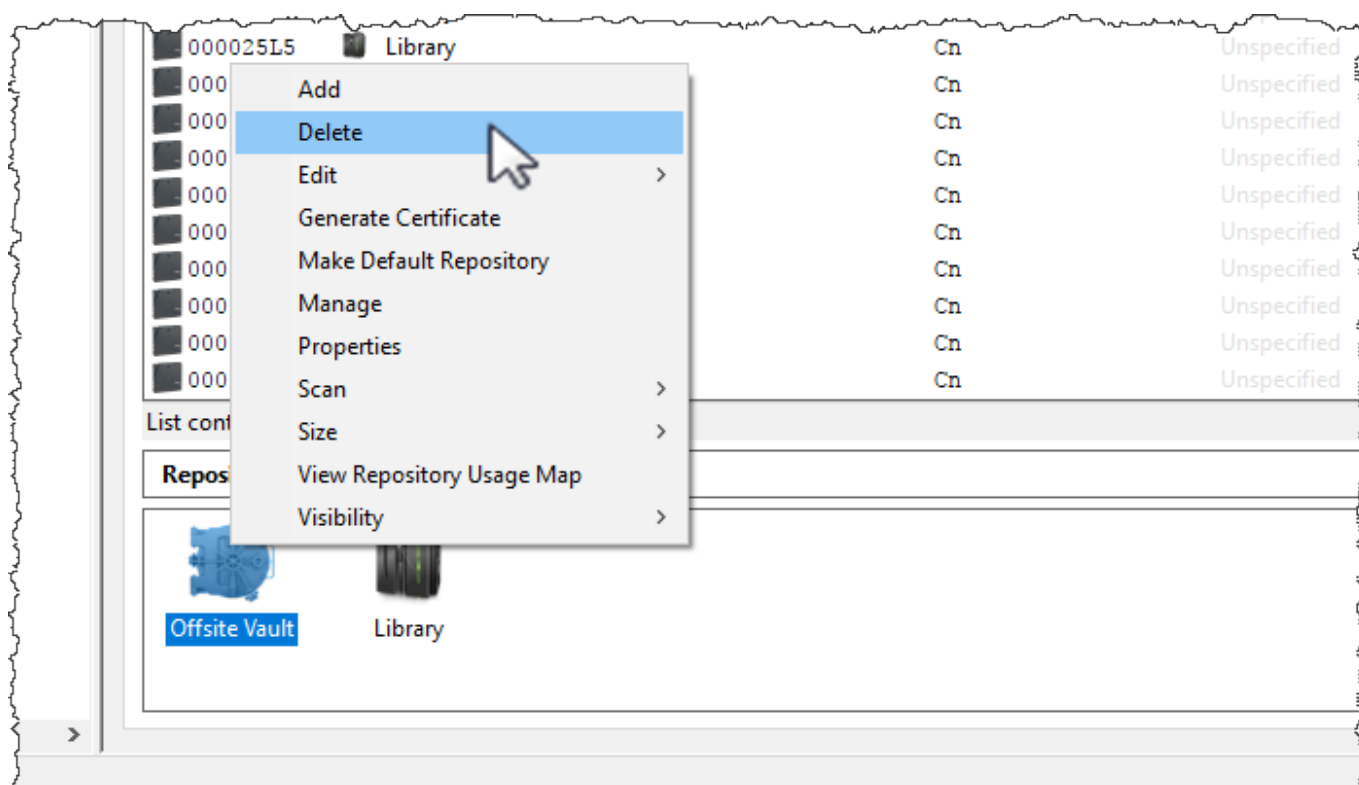
Deleting a Repository

To delete a [Repository](#), right-click on the [Repository](#) that needs to be deleted and select Delete.



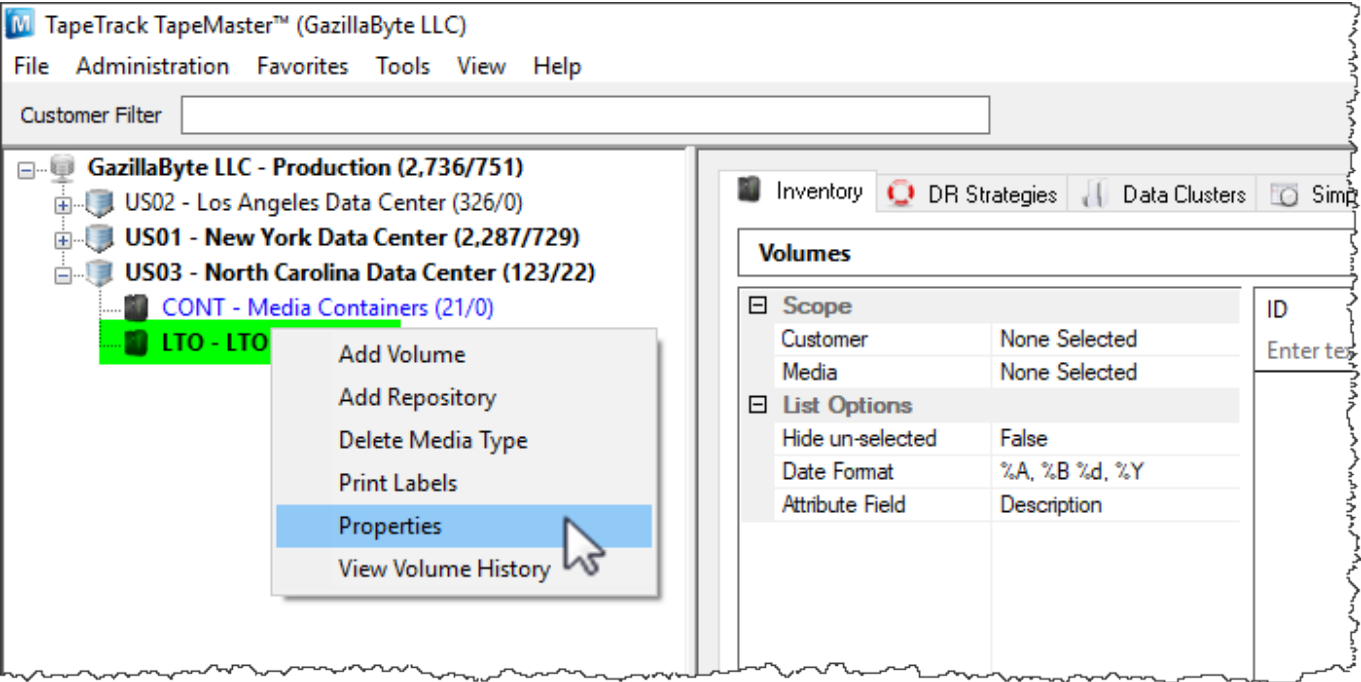
There must not be any [Volumes](#) in this [Repository](#) in order to delete it.

Any [Volumes](#) in a move to the [Repository](#) will be placed in a move to the Initial [Repository](#).

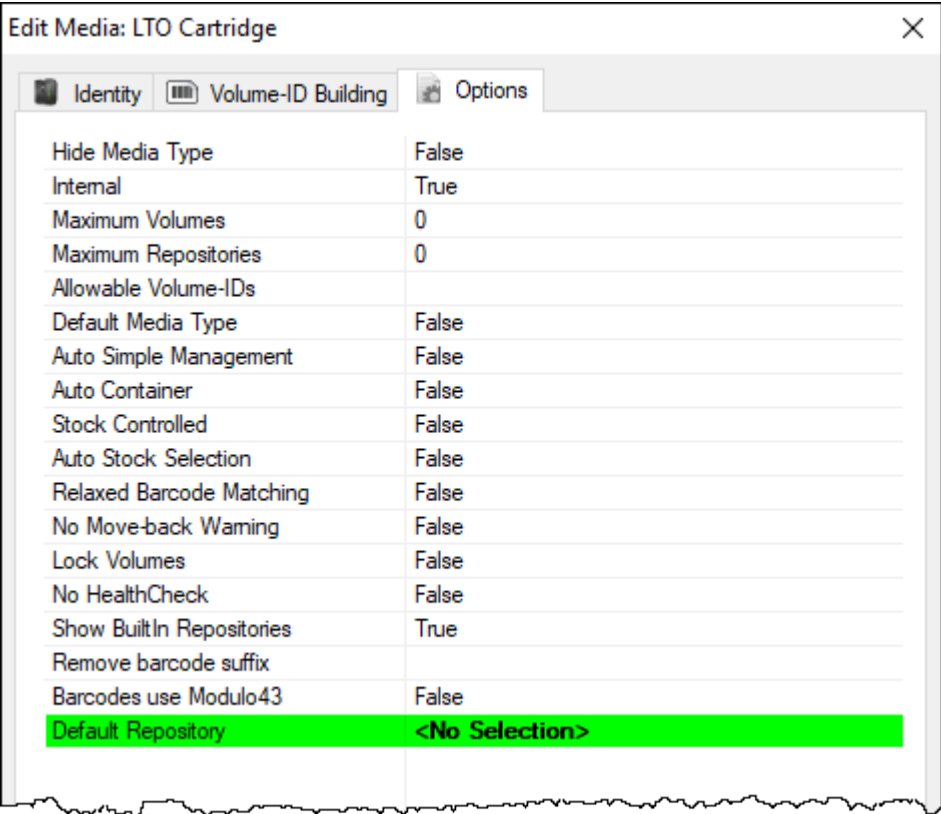


Any [Repository](#) set as the default (where volumes are added to when a Target [Repository](#) is not specified) cannot be deleted until the dependency is removed.

To remove the default setting, right-click the [Media Type](#) in the [Customer Tree](#) and select Properties.



On the Optionstab, change the setting **Default Repository** to <No Selection> and click Save.



The [Repository](#) may now be deleted by right-clicking and selecting Delete and OK to warning dialog.

