Repository Window

The repository window displays current repositories allocated to the displayed media type of the selected customer.

Right Click Options

- **Add**: Adds a new repository.
- **Delete**: Deletes a current repository.
- **Edit**
  - **Paste Volumes**: Pastes volumes from clipboard.
- **Generate Certificate**: Generates a certificate recording creation time, Volume count, number of Volumes marked as either surplus or deficit.
- Make Default Repository: Designates the repository as the default location all new volumes will be added to when created.
- **Manage**
- **Properties**: Open repository properties window
- **Scan**
  - **To Add**: Open scan window to add new volumes.
  - **To Scan-In**: Open scan window to scan in volumes to the selected repository.
  - **To Scan-Out**: Open scan window to scan out volumes from the selected repository.
  - **To Move**: : Open scan window to scan volumes to be placed in a move status from their current location to the selected repository.
- **Size**
  - **Normal Size**: Display repository window at normal size.
  - **Normal Size x 1.5**: Display repository window at 1.5 times the normal size.
  - **Normal Size x 2**: Display repository window at 2 times the normal size.
- **View Repository Map**
- **Visibility**
  - **Hide**
  - **Show Hidden**
  - **Un-Hide**

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