

- Properties: Opens [Volume Properties](#), if multiple [Volumes](#) are selected [Volume Properties](#) will open sequentially for each one.
- Copy Column
 - Volume - ID: Copies selected [Volume-ID's](#) column values to Windows Clipboard.
 - Date: Copies selected [Volume-ID's](#) Dates column values to Windows Clipboard.
 - Days: Copies selected [Volume-ID's](#) Days column values to Windows Clipboard.
- Export: Opens Export window
- Filters
 - Clear All
 - Restore
 - Save
- Print: Prints selected [Volumes](#) to PDF.
- Select
 - All: Selects all [Volumes](#).
 - Invert: Inverts [Volume](#) selection.
 - Random: Opens dialog to select a number of random [Volumes](#) (input number or percentage to be selected)
- View
 - Icon: Displays list in Icon format.
 - List: Displays [Volume-ID's](#) in List format.
 - Report: Displays list in Report format including [Volume-ID](#), Date and Days.
 - Small Icon: Displays list in Small Icon format.
 - Extras
 - Balance Columns: Balances column spacing in report.
 - Display Gridlines: Adds Gridlines to rows in report.
 - Display Pyjama Paper Style: Adds Pyjama paper style shading to rows in report.

insert

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