

Date Aging - Expiry Date

Displays a table and bar graph of selected volumes expiry date.

Selecting Volumes for Display

Select all **Volumes** by right-clicking in the Inventory window and select **Select→All**, or using shift+click and/or control+click select the range of **Volumes** required.



Display Volume Birthday

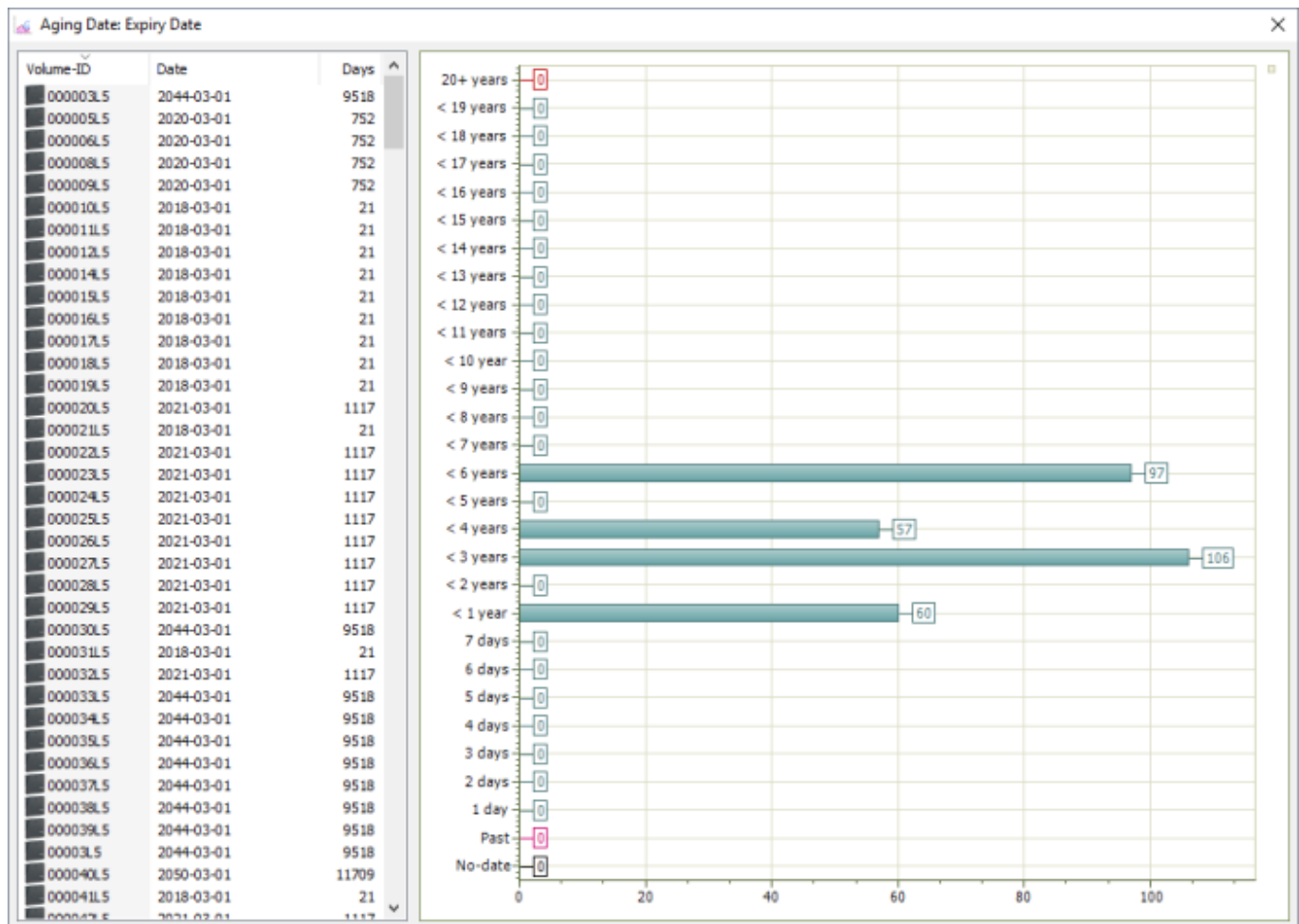
Right-click the selected volumes and click **Reports→Date Aging→Expiry Date**.

InventoryDR StrategiesData ClustersSimple ManagementUploaded FilesConsignments

VolumesNashville

ID	Current Location	Target Location	Flags	Move Time	Due in	Container	Next Move
Enter text h...	Enter text he...	Enter text he...	Enter ...	Enter t...	Enter t...	Enter t...	Enter text here
Add	Insert	Library	ChMnN	D6:23:43:10	Unspecified	Unassigned	Permanent
Delete	Delete	GemTrac	cCMnN	D1:21:05:08	Unspecified	Unassigned	Permanent
Edit		fsite Vault	CMn	D6:23:42:59	Unspecified	Unassigned	Permanent
Find		Library	CMnN	D6:22:09:35	Unspecified	Unassigned	Permanent
Favorites			CnNOZ		Unspecified	Unassigned	Permanent
Properties	Spacebar		CnNO		Unspecified	Unassigned	Permanent
Reports			ChnNOZ		Unspecified	Unassigned	Permanent
Special Operations					Unspecified	Unassigned	Permanent
Run Command					Unspecified	Unassigned	Permanent
Special Printing					Unspecified	Unassigned	Permanent
Copy Column					Unspecified	Unassigned	Permanent
Export	Ctrl+E				Unspecified	Unassigned	Permanent
Filters					Unspecified	Unassigned	Permanent
Print	Ctrl+P				Unspecified	Unassigned	Permanent
Select					Unspecified	Unassigned	Permanent
View					Unspecified	Unassigned	Permanent
1234567890	Library				Unspecified	Unassigned	Permanent
1234567901	Library	Offsite Vault	cCMn	D1:21:04:30	Unspecified	Unassigned	Permanent
X-BD9485C2	Library		CnN		Unspecified	Unassigned	Permanent
X-023B554	Library		Cn		Unspecified	Unassigned	Permanent

Volumes and associated information can be reordered by Volume-ID, Date or Days until expiry by clicking on column headings. Clicking on the same heading will change the displayed order between ascending and descending order.



Right-Click Options

Right clicking on the left window will present a menu of extra functions:

- 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.
- Count Unique Values
 - Volume - ID: Counts unique selected [Volume-ID's](#) column values and displays them in a Pie Chart and table.
 - Date: Counts unique selected Dates column values and displays them in a Pie Chart and table.
 - Days: Counts unique selected Days column values and displays them in a Pie Chart and table.
- Export: Opens Export window to export selected [Volume-ID's](#) to file.
- 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.

2021/08/20 00:37 · Scott Cunliffe

[insert](#)

From:

<https://docs.tapetrack.com/> - **TapeTrack Documentation**

Permanent link:

https://docs.tapetrack.com/master/view/date_expiry?rev=1629432347

Last update: **2025/01/21 22:07**

