

Date Aging - Last Sync

Displays a table and bar graph of selected **Volumes** last synchronization 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.



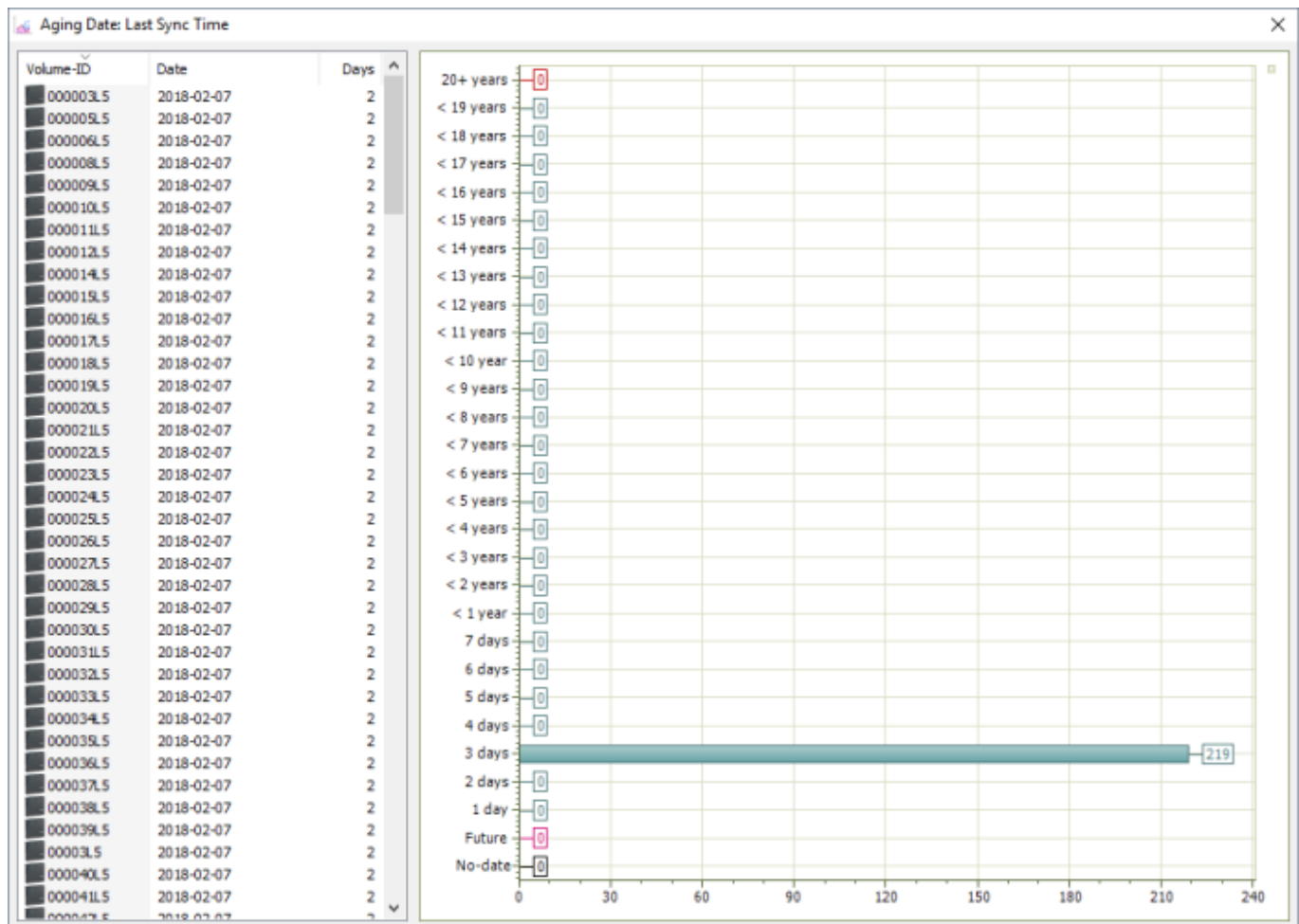
Display Last Sync Date

Right-click the selected **Volumes** and click **Reports→Date Aging→Last Sync**.

The screenshot shows the 'Volumes' window in the software. The table lists various volumes with their locations and flags. A context menu is open, showing the 'Reports' option selected, which has opened a sub-menu. In this sub-menu, 'Date Aging' is selected, which has opened another sub-menu. In this final sub-menu, 'Last Sync' is selected. The background is a blue gradient with a white grid pattern.

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	D7:01:15:20	Unspecified	Unassigned	Permanent
Delete	Delete	GemTrac	cCMnN	D1:22:37:18	Unspecified	Unassigned	Permanent
Edit		Site Vault	CMn	D7:01:15:09	Unspecified	Unassigned	Permanent
Find		Library	CMnN	D6:23:41:45	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	D1:22:36:40	Unspecified	Unassigned	Permanent
X-BD9485C2	Library		CnN		Unspecified	Unassigned	Permanent
CA93B554	Library		Cn		Unspecified	Unassigned	Permanent

Volumes and associated information can be reordered by Volume-ID, Date or Days since last sync 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 in the table (left) side of the report gives you the options:

- Edit
 - Copy: Copies the selected Volume-ID's to the clipboard.
- Export
 - To Email: Adds a fixed with text file with Volume-IDs, Date and number of days until expiry to email
 - To Text File: Exports Volume-IDs, Date and number of days until expiry to fixed width text file.
- Copy Column
 - Volume - ID: Copies Volume-ID values to windows clipboard.
 - Date: Copies Date values to windows clipboard.
 - Days: Copies Days values to windows clipboard.
- Export (Ctrl+E): Exports data to file.
- Filters
 - Clear All (Ctrl+F): Clears Filter values.
 - Restore (Ctrl+L): Restore Filter values from file.
 - Save (Ctrl+K): Save Filter values to file.
- Print (Ctrl+P): Prints selected **Volumes** to PDF.
- Select
 - All (Ctrl+A): Select all **Volumes**.

- Invert (Ctrl+I): Invert selected [Volumes](#).
- Random (Ctrl+R): Select a [User](#) set number of random [Volumes](#).
- View
 - Icon (Ctrl+1): Set inventory view to Icons.
 - List (Ctrl+2): Set inventory view to List.
 - Report (Ctrl+3): Set inventory view to Report.
 - Small Icon (Ctrl+4): Set inventory view to Small Icons.

Click the X in the top right of the window to close.

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Permanent link:

https://docs.tapetrack.com/master/view/last_sync?rev=1629430586

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