

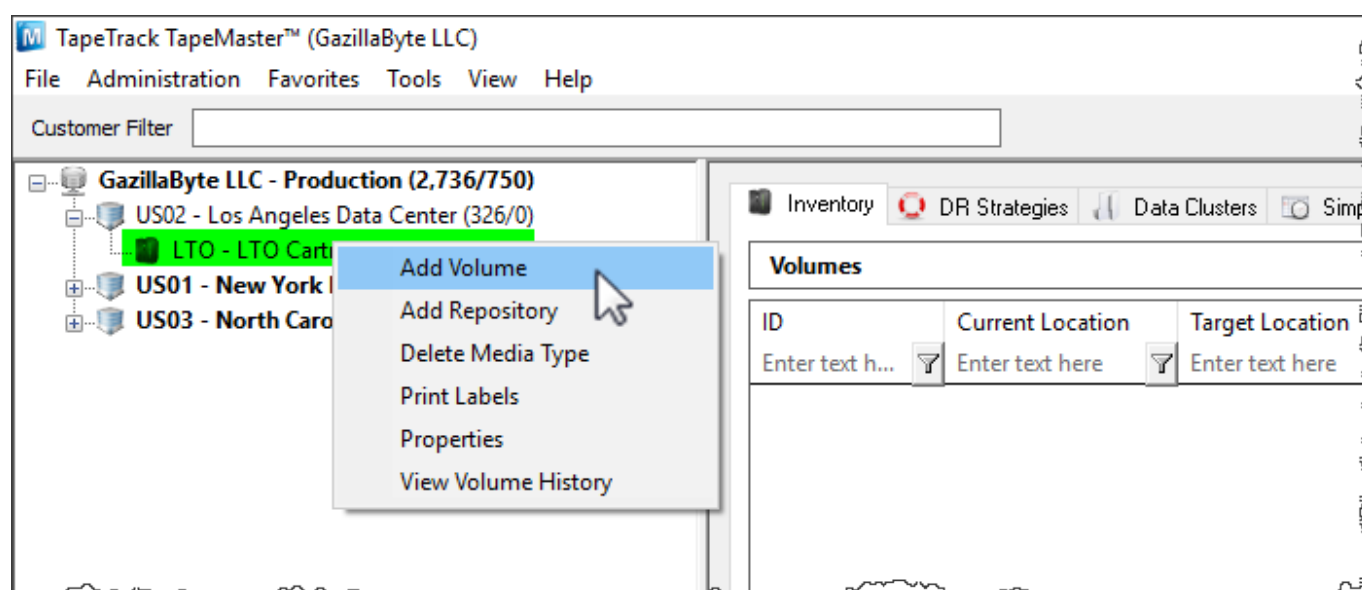
# Adding and Maintaining Volumes

## Adding Volumes

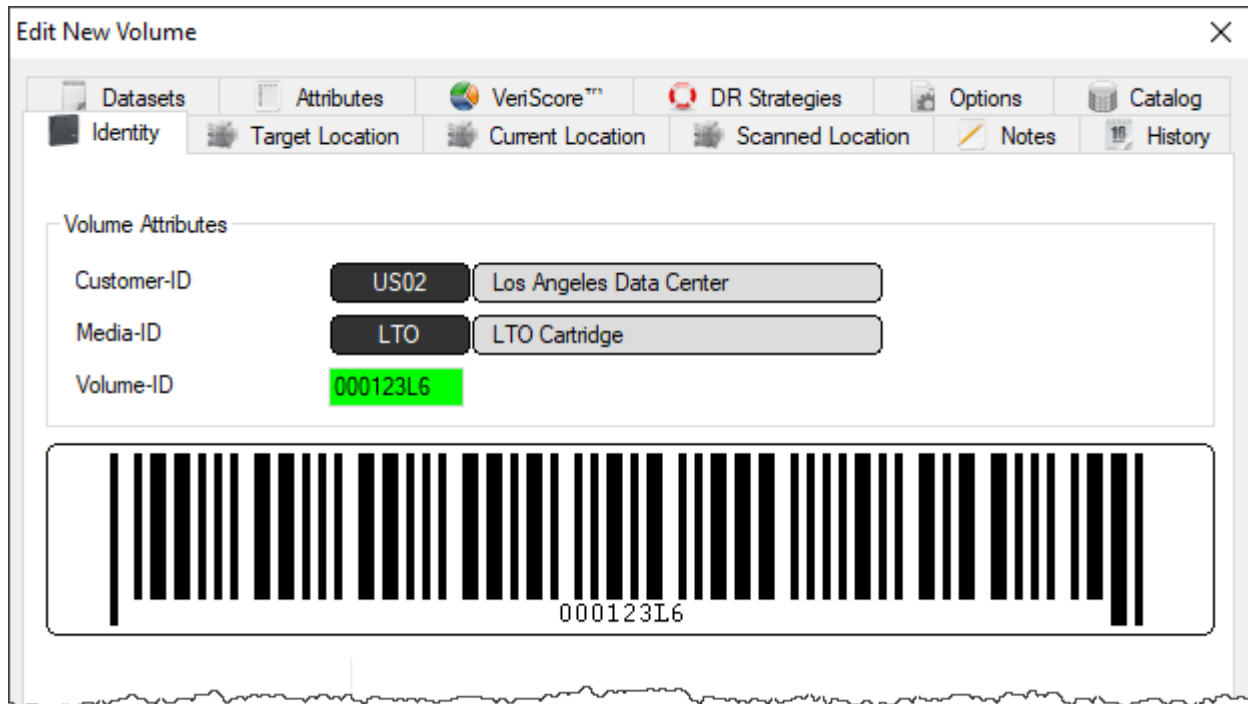
### Right-Click to add volumes

To add a Volume either:

- Right-click on a [Media Type](#) and select Add Volume
- Right click in the inventory window and select Add
- Press Insert on the keyboard when viewing the [Volume List](#).



In the Edit new volume window enter the volume ID of the new volume to be added and click Save.



**Edit New Volume**

Datasets Attributes VeriScore™ DR Strategies Options Catalog

Identity Target Location Current Location Scanned Location Notes History

Volume Attributes

Customer-ID US02 Los Angeles Data Center

Media-ID LTO LTO Cartridge

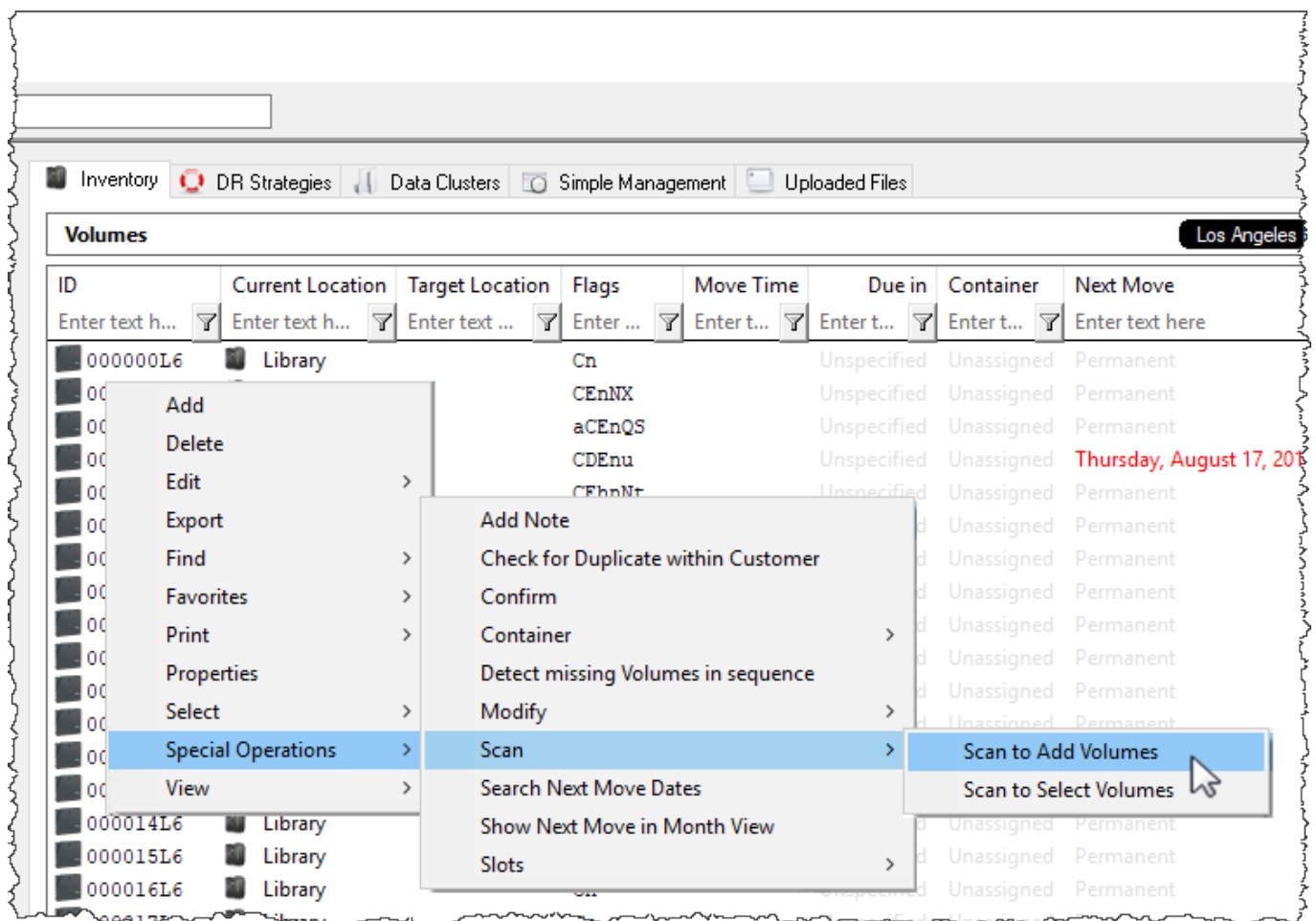
Volume-ID 000123L6

000123L6

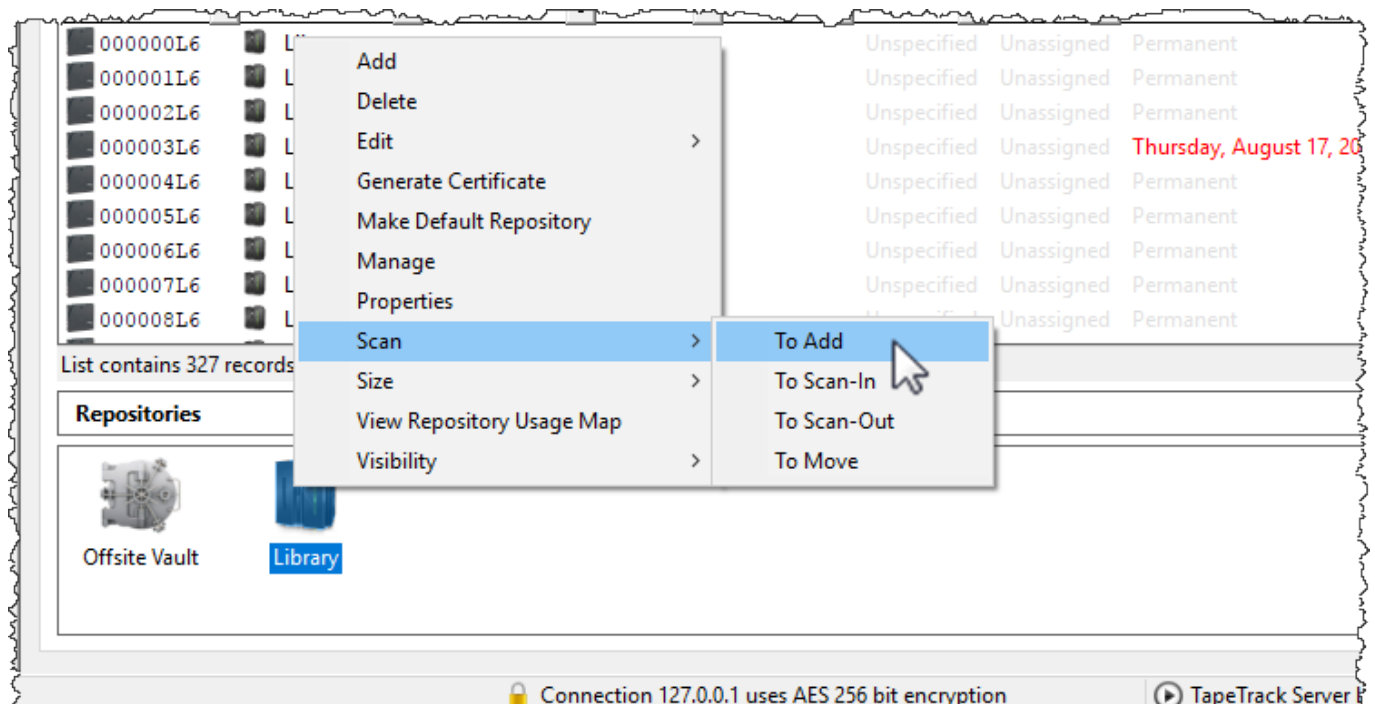
## Scan to Add Volumes

[tapemaster\\_add\\_volumes\\_right\\_click.mp4](#)

Right-Click in the Volume List, navigate to Special Operations, and select Scan → Scan to Add Volumes to use a Barcode scanner to add Volumes to your default repository.



To add volumes to a repository other than your default, right click the required repository and select Scan → To Add and scan volumes to be added.



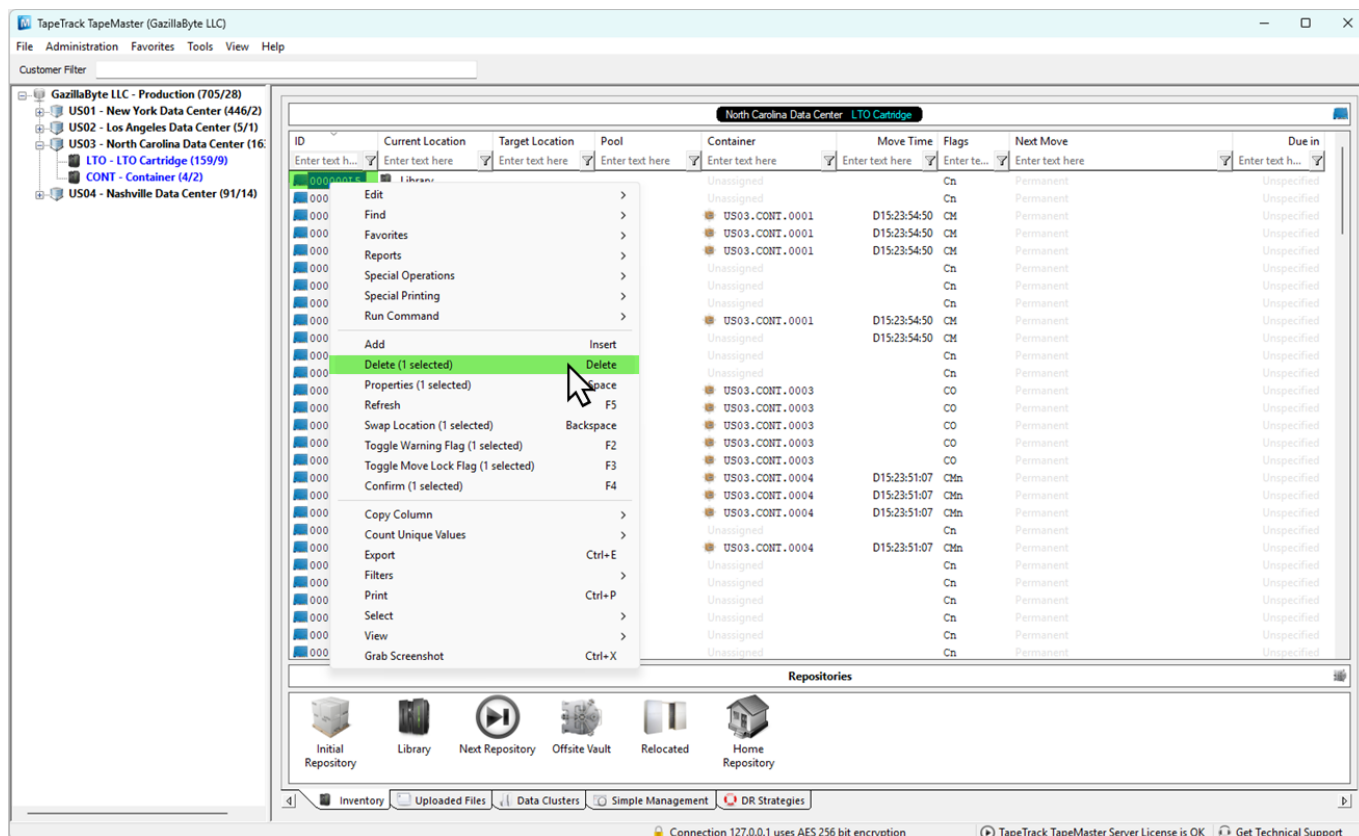
## Deleting Volumes



You must have **Alter** rights to delete volumes

Select the required volume, or range of volumes from the inventory window you want to delete.

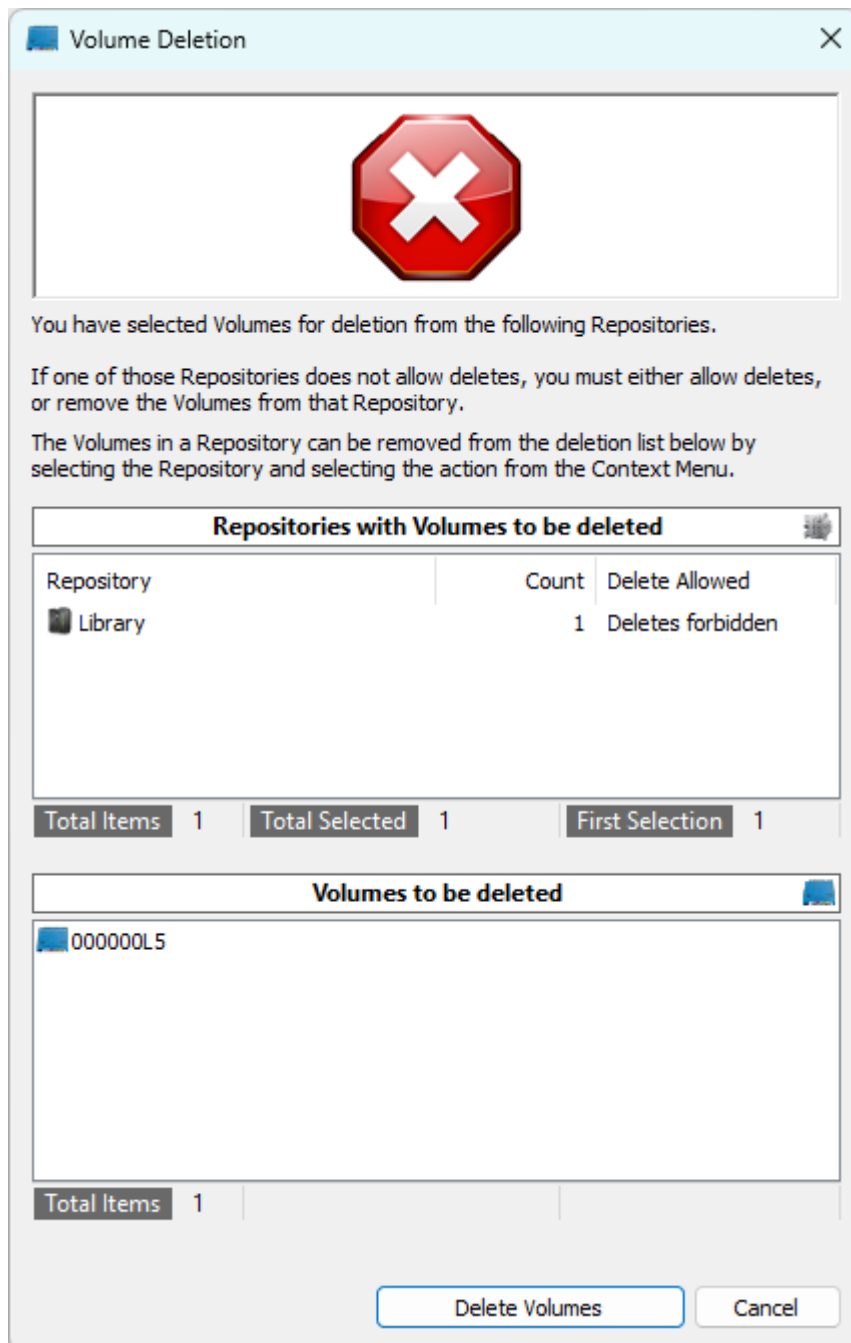
Right click highlighted volume/s and select Delete, or press Delete (DEL) on the keyboard.



The **Volume Deletion** window will display the **Repositories** where the volumes to be deleted are located in the top pane and volume ID's in the lower pane.



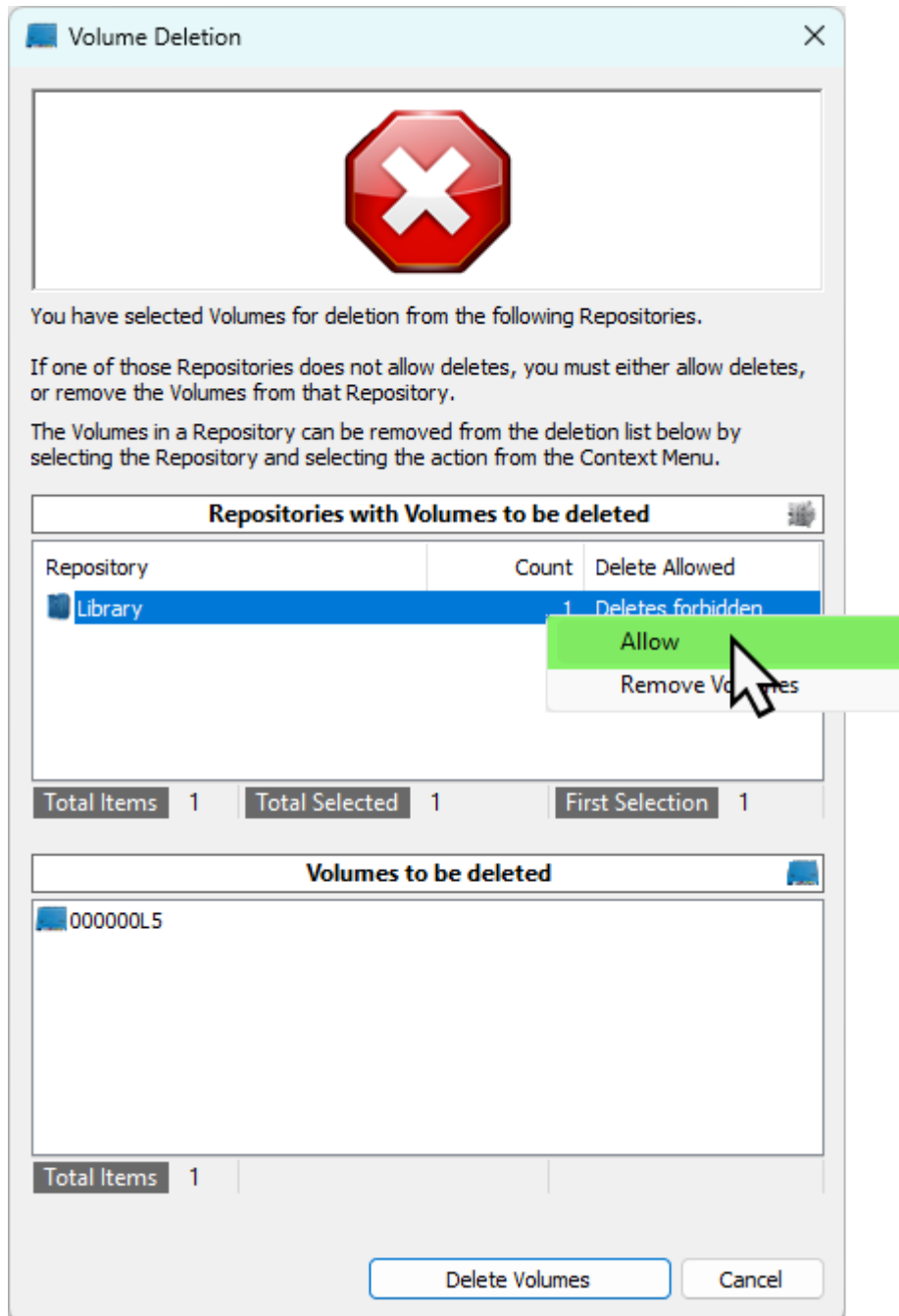
If the **Volume Deletion** window is not displayed it is because you are running an outdated version of TapeMaster. Instructions to delete volumes in older versions of TapeMaster can be found [here](#)



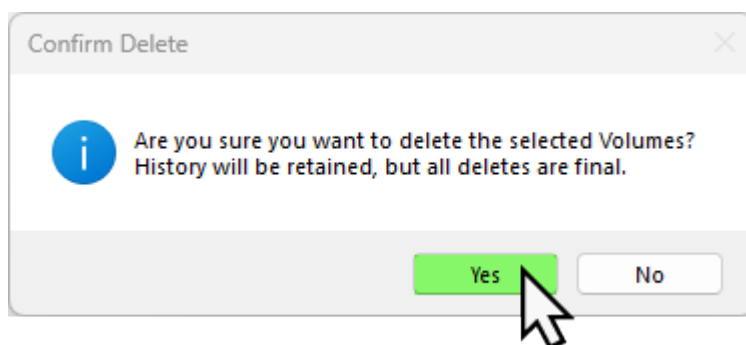
Each row in the top pane will, along with the repository description (or ID), list the number of volumes for deletion and the delete status of either **Deletes Allowed** or **Deletes Forbidden**.

For any repository listed with a status of **Deletes Forbidden** you must either:

- Right clicking the row and selecting Allow to change status to **Deletes Allowed**
- Right clicking the row and selecting Remove to remove the volumes before deletion of any volumes located in a repository with **Deletes Allowed** status.



Click **Delete Volumes** and **Yes** to the delete confirmation to delete the volumes.



As deleting volumes is permanent, clicking **No** to the delete confirmation is your last opportunity to cancel the delete function.

When a volume is deleted its historical entries remain in the database. If a deleted Volume is added

back in to the database, all previous history records including when deleted and added back, are listed under that volumes History tab.

Edit Volume: 000000L5

General

Identity

References

Attributes

History

Notes

Options

Location

Advanced

| Date                | Type            | From            | To              | Ago          | User       |
|---------------------|-----------------|-----------------|-----------------|--------------|------------|
| Enter text here     | Enter text here | Enter text here | Enter text here | Enter tex... | Enter...   |
| 2026-07-22 11:36:30 | Added           |                 | Library         | S6           | doco       |
| 2026-07-22 11:36:17 | Deleted         | Library         |                 | S19          | doco       |
| 2026-07-06 11:09:20 | Added           |                 | Library         | D16:00:27:16 | tapemaster |

Save

Cancel

Help

See [Special Operations Menu](#) for further information.

From:

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

Permanent link:

<https://docs.tapetrack.com/master/volumes?rev=1534301905>

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