

Modifying archive disk volumes

Replace an existing archive disk volume with a new archive disk volume.

1. To stop the Archive\Retrieve and Purge JTPs, on the **JTPs** tab in Administrator, right-click the JTPs and select **Stop JTP**.
2. Select **Tools > Archive Disk Volumes**.
3. In the Archive Disk Volumes dialog box, select one or more disk volumes, and click **Modify**.
4. Type your user name and password.
Note: Any user can modify an archive disk volume, not just the Administrator.
5. Type the new UNC path (in the \\servername\sharename format).
You can also click **Browse** to locate the disk volume, and then click **OK**.
You are reminded to copy the archived job files to the new disk volume. To close the Reminder dialog box, click **OK**.
6. Click **OK**.
Note: An entry is added to the system history to record the name of the user who modified the disk volume.
7. Manually copy the archived jobs from the old disk volume to the new disk volume.
8. To restart the Archive\Retrieve and Purge JTPs, on the **JTPs** tab, right-click the JTPs and select **Start JTP**.

See also

[Removing archive disk volumes](#)