

Copying an entire disk or pool

1. Set up a process template for copying disks:
 - a. From the **Tools** menu, select **Process Template Editor**.
 - b. In the Process Template Editor window, expand **Archive Medium Logical Copy** type, and then expand the **ArchiveMediumLogicalCopy** group.
 - c. Double-click the **MediumLogicalCopy** process template to edit it, or right-click it and select **New Process Template** to create a new process template.
 - d. In the Archive Medium Logical Copy process template, expand the **Archive Medium Logical Copy** section.
 - e. Define the destination pools or disks, the location for retrieved files, and other options as desired.

Tip: The disk that you are copying must be in a different pool than the disk that you are copying to.
 - f. Save and close the process template.
2. From the **Tools** menu, select **Media Manager**.
3. In the **Pools** pane, select the disk that you want to copy.

All of the media in the selected media pool appear in the **Media** pane.
4. In the **Media** pane, right-click the disk that you want to copy and select **Medium Logical Copy**.

Tip: You can also select the disk, and select **Medium Logical Copy** from the **Medium** menu.

Note: The **Medium Logical Copy** menu item is not available if you select a media pool that is allocated to software other than Prinergy in Removable Storage Manager.
5. In the Choose Process Template dialog box, select the **MediumLogicalCopy** process template that you created in step 1, and click **OK**.
6. In the Start Process dialog box, click **OK**.

Copying begins as soon as the disks become available. The Process Info dialog box appears, displaying messages about the status of the process. To see the messages later, display System History.