

# Optical Disc Archive Filer

Help

ODS-D55U

ODS-D77U

ODS-D280U

ODS-D380U

# About the Optical Disc Archive Filer

## Overview

This software can perform the following functions.

- **File operation**
  - Writing and reading of a file for the ODS-D55U/ODS-D77U/ODS-D280U/ODS-D380U (archiving/retrieving)
- **Job management on the list screen**
  - Confirming the progress of a job group
  - Cancel/delete/create report/re-register/suspend job/resume job operation for a job group
- **Log management**
  - Bug report for this software
  - Exporting a log in text format

### Tip

Job group/Job

The file/folder transferring performed with one dragging and dropping operation is called a job group. You can select, copy, paste, and transfer a file/folder with the shortcut key operation instead of the dragging and dropping operations.

Each file/folder transfer in the job group is called a job.

# Starting and Quitting the Software

## Starting

To start this software, perform one of the following.

<Windows>

- Click the [Start] button on the computer to which the ODS-D55U/ODS-D77U/ODS-D280U/ODS-D380U is connected, then select [Sony Optical Disc Archive Software] > [Optical Disc Archive Filer].
- Open the folder in which this software is installed, then double-click [ODAFiler.exe].
- If you created a shortcut icon on the desktop when you installed this software, double-click the icon.

<Mac>

- Select [Optical Disc Archive Filer] of Dock.
- Select [Applications] folder > [Optical Disc Archive Filer].


### Note

You cannot start Optical Disc Archive Filer while using Content Manager or File Manage.


## Quitting

Perform one of the following.

<Windows>

- Click the  (close) button on the top right corner of the window.
- Right-click the title bar and select [Close] from the context menu.
- While this software is selected, press Alt + F4 (press the F4 key while holding down the Alt key).
- Select [File] > [Close] from the menu bar.

<Mac>

- Click the  (close) button on the top left corner of the window.
- Click the menu bar and select [Optical Disc Archive Filer] > [Quit Optical Disc Archive Filer].
- While this software is selected, press Command + Q (press the Q key while holding down the Command key).

# Screen Organization

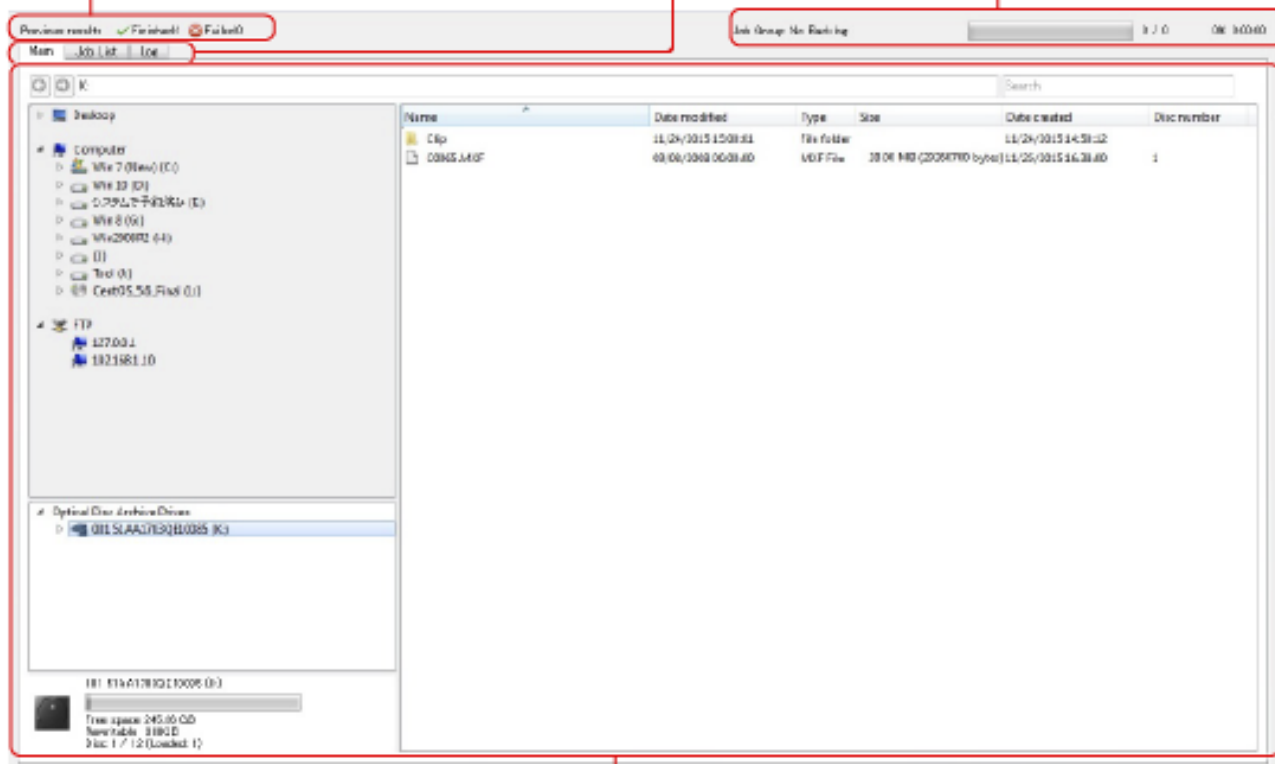
## Common Screen

<Windows>

Summary display for job group error information

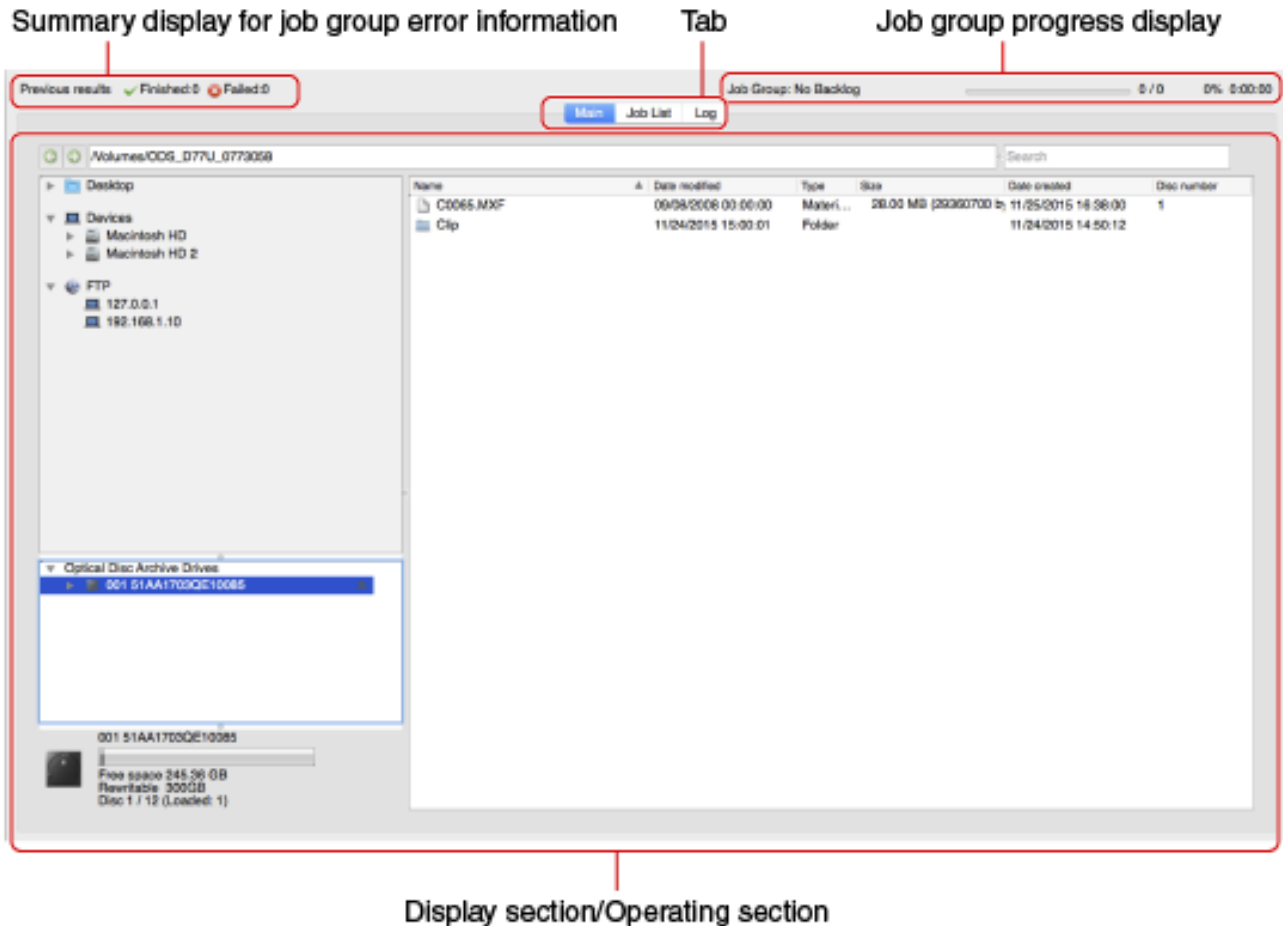
Tab

Job group progress display



Display section/Operating section

<Mac>



## Summary display for job group error information

Summary information for the result of a job group is displayed.

### Tab

Switches between the Main screen, Job list screen, and Log screen.

#### Tip

You can also select the tab using the Tab key and cursor keys.

## Job Group Progress Display

The current status of this software, progress bar, percent indication, number of remaining job groups, and estimated remaining time are displayed.

- Job group (current status)  
The current [Processing]/[Suspended]/[No Backlogs] status is displayed.
- Progress bar  
The progress status for all the job groups is displayed as a bar.
- Number of remaining job groups  
Number of job groups that are finished and all the registered job groups are displayed. If the current status changes to [No Backlogs] or this software is restarted, [0/0] is displayed.
- Percent indication  
The progress status of all the job groups is displayed in percent indication.

- Estimated remaining time

Estimated remaining time for finishing all the job groups is displayed.

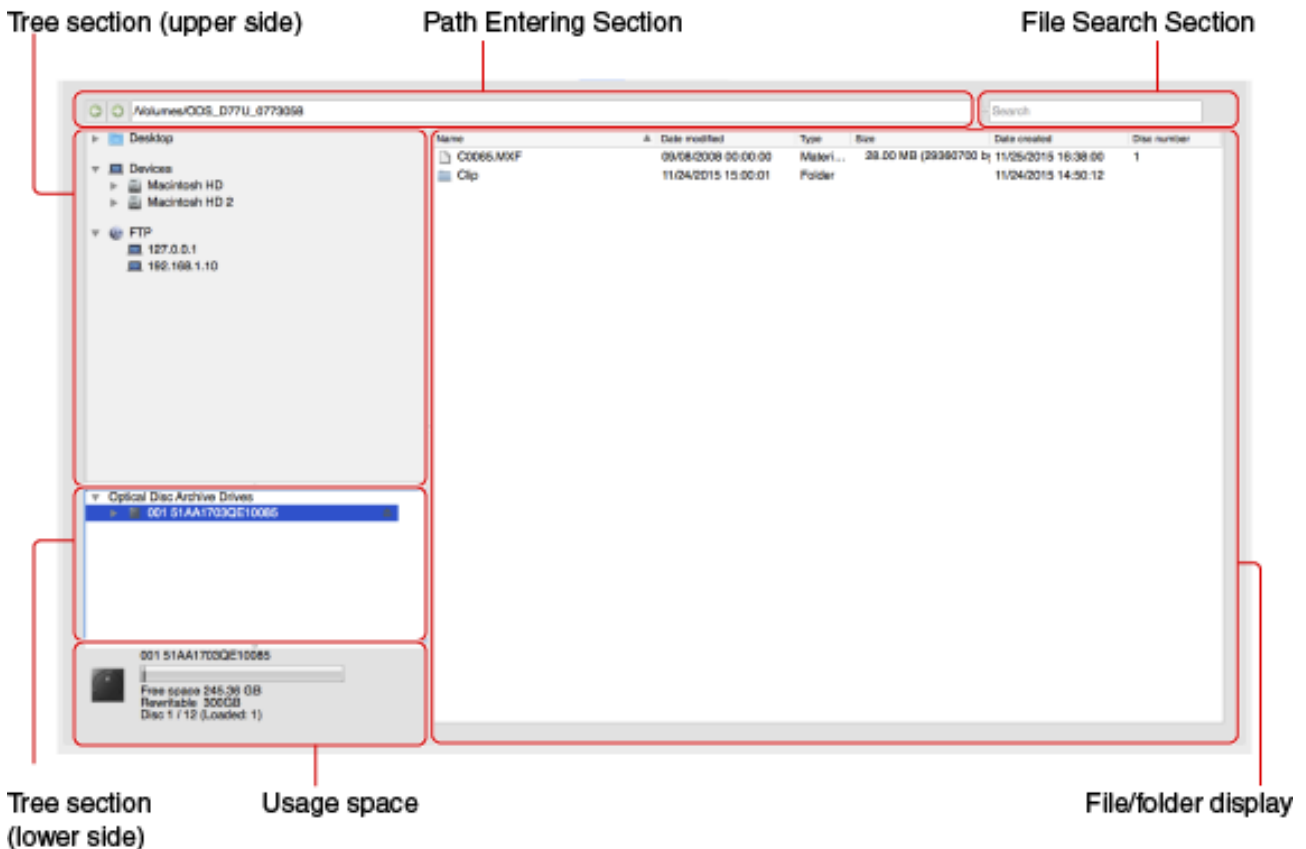
## Display Section/Operating Section

Displays the screen selected in Tab.

## Main Screen

You can perform the registration of a job group.

The following illustration is an example for Mac.



## Path Entering Section

You can display the desired file/folder by entering the path directly.

### Tip

Compatible with UNC (Universal Naming Convention).

## [Back/Forward] Button

Moves to the previous or next screen.

## File Search Section

You can search the desired file/folder by entering the name.

## Tree Section (upper side)

The local volume of the computer to which the Optical Disc Archive Drive is connected is displayed in a tree structure.

## Tree Section (lower side)

The volume of Optical Disc Archive Drive is displayed in a tree structure.

You cannot use the Optical Disc Archive Drive volume displayed with the warning icon. The warning icon is displayed in the following cases:

- You are performing media operations using the Optical Disc Archive Utility.
- An alarm indicating abnormality of a drive or media is displayed.
- You are attempting to operate this software on the remote desktop.

## File/Folder Display

Files and folders that are selected in the tree section are displayed.

If you search the file/folder names, the search results are displayed.

### Tip



- The file that is recorded across the multiple discs in the cartridge is indicated as this icon.
- When selecting the Optical Disc Archive Drive volume (tree section (lower side)), the disc number to which each file is recorded is displayed. If the file is recorded on multiple discs (for example, recorded on disc 1 and 2), [1-2] is displayed.
- You can use a wildcard (\*: a character string of any length, ?: any single character) to search the file/folder names.

## Usage Space

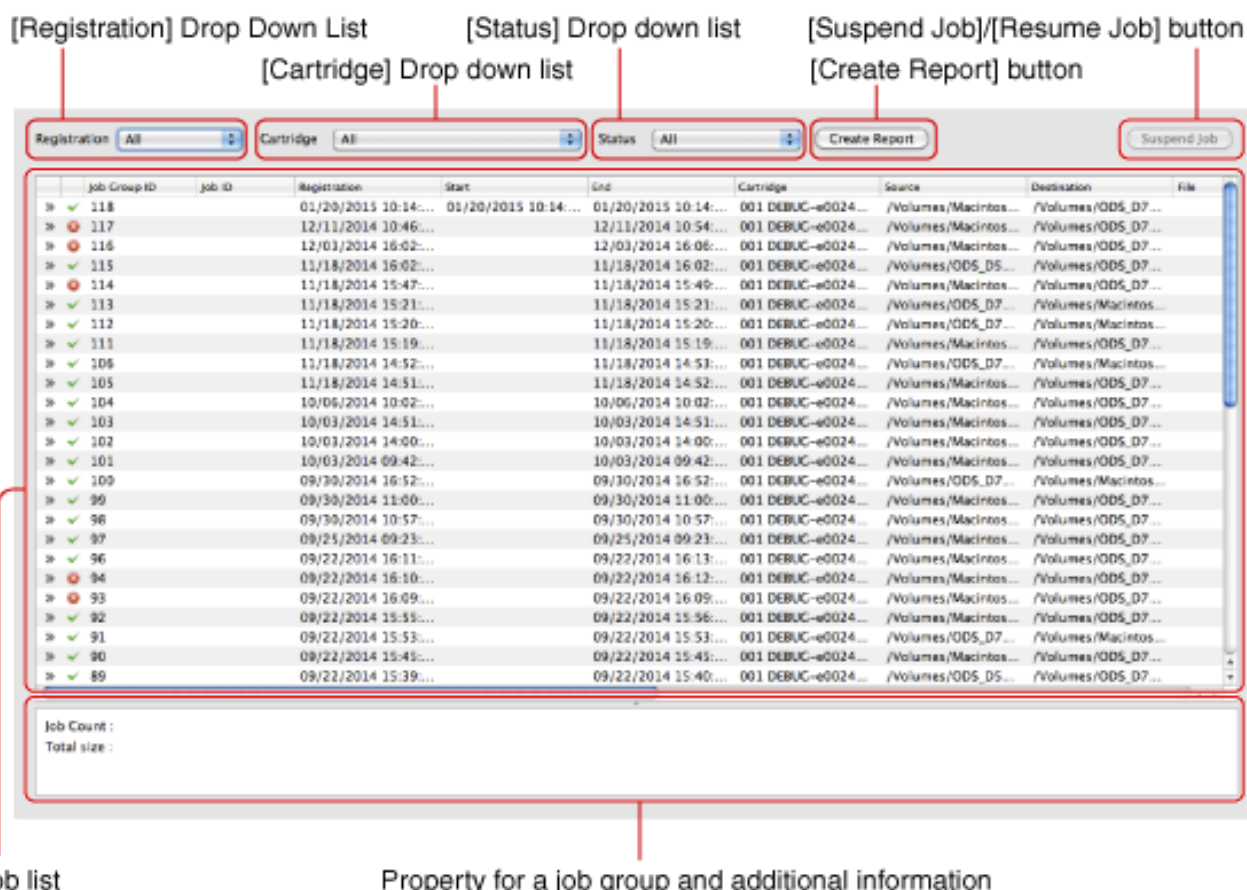
When selecting the Optical Disc Archive Drive volume, the following information is displayed.

- The volume label
- The used space, remaining space  
Used (Gray): [Finished]/[Failed]/[Canceled] status  
Reserved (Blue): [Registered]/[Processing]/[Suspended] status
- Media type
- Disc number  
Final recording disk number and currently loaded disk number are displayed.  
ex. Disc final recording disk number / 12 (Loaded: currently loaded disk number)

## Job List Screen

The registered job groups are listed from newest to oldest. Up to 1,000 job groups are displayed. If there are more than 1,000 job groups, the oldest one is deleted.

The following illustration is an example for Mac.



Job list

Property for a job group and additional information

## [Cartridge] Drop Down List

Performs filtering by Optical Disc Archive volume label.

## [Registration] Drop Down List

You can filter the list with filter registration dates.

When the old job group is deleted, the related registration date is cleared.

## [Status] Drop Down List

Performs filtering in the job group [Status]. You can filter the list by job [Status] by extracting the job group.

## [Create Report] button

The report for the displayed job group is output. If filtering is performed, the report for the job group after filtering is output.

## [Suspend Job] button ([Resume Job] button while suspended)

Suspends/resumes job processing.

## Job List

Job groups are listed. When clicking the job group, jobs in the job group are extracted and listed.

Item	Information
Job Group ID	ID for recognizing a job group.
Job ID	ID for recognizing a job.
Registration	Registration date and time for a job group is displayed.



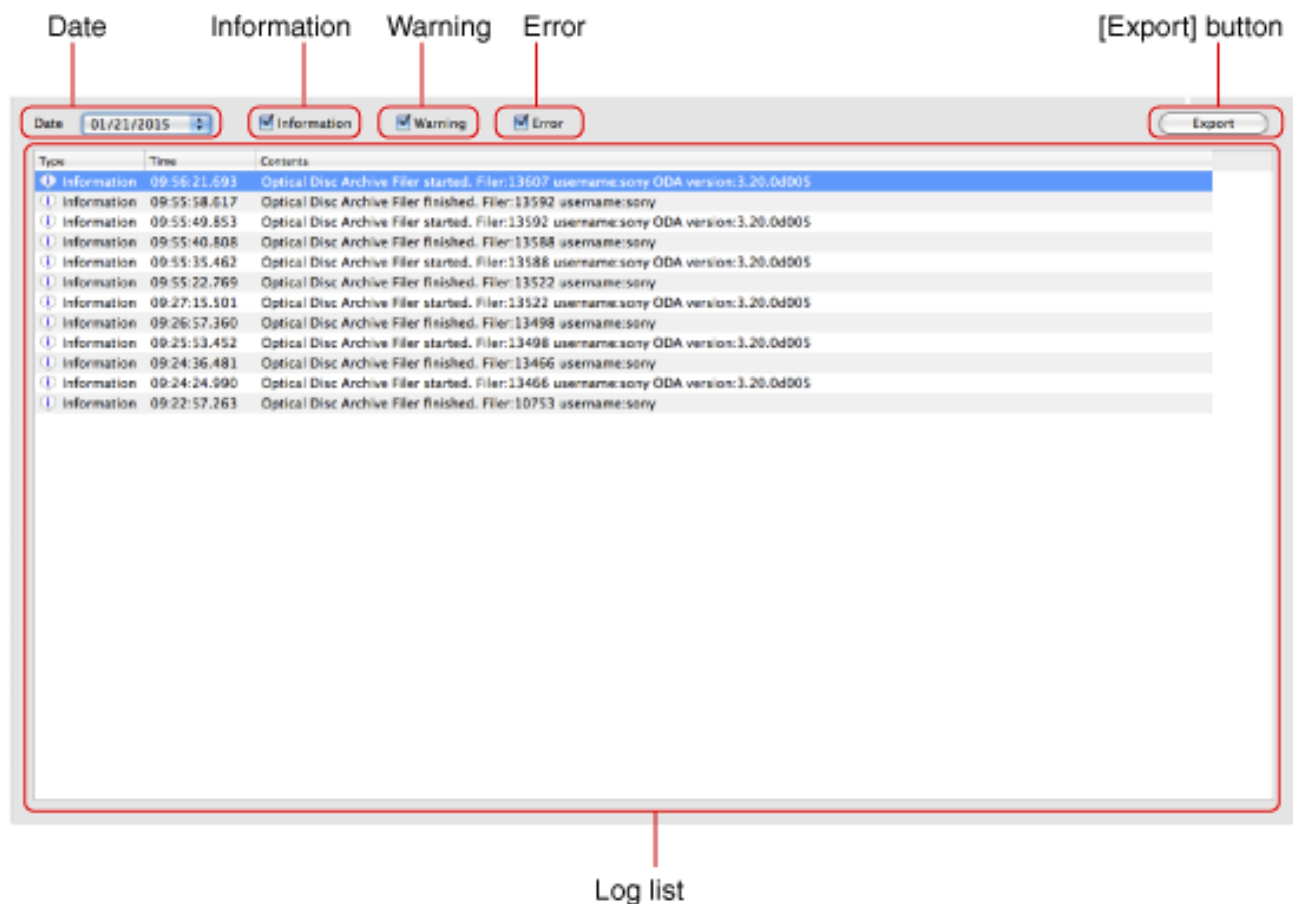
Item	Information	
Start	Date and time is displayed to show when the process of the job group "Job ID = 1" is started.	
End	Date and time is displayed to show when a job group is finished.	
Cartridge	Volume labels when a job group is registered are displayed.	
Source	The path of the source is displayed.	
Destination	The path of the destination is displayed.	
File	The file name of the destination (a renamed file name when renamed) is displayed.	
Size	The file size is displayed.	
MD5	The MD5 value is displayed.	
Item	Job Status	Information
Status	Registered	Waiting job.
	Processing	Processing job.
	Suspended	Suspended job by pressing the [Suspend Job] button.
	Finished	Finished job.
	Failed	Failed job.
	Canceled	Canceled job.
Item	Job Group Status	Information
Status	Waiting	Waiting job group.
	Finished	Job group with all jobs finished.
	Partially Finished	Job group that contains a finished job, failed job, and/or canceled job.
	Processing	Processing job group
	Failed	Job group that contains a failed job, canceled job, and/or registered job.
	Canceled	Job group that contains canceled jobs only.
	Suspended	Job group that contains a suspended job by pressing the [Suspend Job] button.
Item	Information	
Progress of Job Group (progress of each job)	The progress status of each job group (progress bar, percent indication) and estimated remaining time are displayed. When the job group is extracted, the progress status of each job (progress bar, percent indication) and estimated remaining time are displayed.	

## Property for a job group and additional information

Displays the property of the selected job group (number of job, total size) and additional information (detailed information of an error).

## Log Screen

The error log for this software, and the operation log and result log of a job group are displayed.  
The following illustration is an example for Mac.



### Date

Select a date that you want to display.  
The date that has a log is listed by clicking ▼.

### Information

Performs filtering by the log type [Information].

### Warning

Performs filtering by the log type [Warning].

### Error

Performs filtering by the log type [Error].

### [Export] button

Exports a log to your desired place.

### Log List

Error logs are listed.

Select and right-clicking the log, then select [Details (D)] from the context menu to display a dialog of the details.

## **Related topics**

Operating a Job Group

# Menu Bar Items

The menu bar contains the following menus and commands.

## Menu Bar for Windows

### File Menu

- Close  
Close the window of this software.
- New Window  
Opens a new window. You can open up to four windows.

### View Menu

- Update  
Updates the content displayed in the display section/operating section to the latest data. Log entries in the Log screen will be re-sorted.
- Restore Default Window Size  
Restores the changed window size to the default size.
- Restore Default Window Layout  
Restores the changed window layout (file/folder display, job list, log list) to the default layout.

### Tools Menu

- Setting  
Displays a dialog for setting the operation of the Optical Disc Archive Filer.

### Operations Menu

Operates a job group.

- Create Job Group Report  
Outputs the report for the selected job group.
- Cancel Job Groups  
Cancels the [Suspended] job group.
- Delete Job Groups  
Deletes the [Waiting] job group.
- Re-register Job Groups  
Re-registers the selected job group.

### FTP Menu

- [Register Hosts]  
Displays the [Register Hosts] dialog.

#### Note

You can register a host only when all FTP volumes are disconnected.

- [Connect]  
Connects to the FTP volume selected in the tree section (upper side) of the main screen.

- [Disconnect]

Disconnects the FTP volume selected in the tree section (upper side) of the main screen.

## Help Menu

- Help Optical Disc Archive Filer  
Displays Help (this Help window) for this software.
- About Optical Disc Archive Filer  
Displays the version information dialog.

## Menu Bar for Mac

### Optical Disc Archive Filer Menu

- About Optical Disc Archive Filer  
Displays the version information dialog.
- Preferences  
Displays a dialog for setting the operation of the Optical Disc Archive Filer.
- Services  
Recall a service menu for OS.
- Hide Optical Disc Archive Filer  
Hides the Window of Optical Disc Archive Filer in dock.
- Hide Others  
Hides windows other than Optical Disc Archive Filer in dock.
- Show All  
Displays all windows hidden in dock.
- Quit Optical Disc Archive Filer  
Quits Optical Disc Archive Filer.

### File Menu

- Close  
Quits Optical Disc Archive Filer.
- New Window  
Opens a new window. You can open up to four windows.

### View Menu

- Update  
Updates the content displayed in the display section/operating section to the latest data. Log entries in the Log screen will be re-sorted.

### Operation Menu

Operates a job group.

- Create Job Group Report  
Outputs the report for the selected job group.
- Cancel Job Groups  
Cancels the [Suspended] job group.

- Delete Job Groups  
Deletes the [Waiting] job group.
- Re-register Job Groups  
Re-registers the selected job group.

## FTP Menu

- [Register Hosts]  
Displays the [Register Hosts] dialog.

### Note

You can register a host only when all FTP volumes are disconnected.

- [Connect]  
Connects to the FTP volume selected in the tree section (upper side) of the main screen.
- [Disconnect]  
Disconnects the FTP volume selected in the tree section (upper side) of the main screen.

## Window Menu

- Minimize  
Hides the window of Optical Disc Archive Filer in dock.

## Help Menu

- Optical Disc Archive Filer Help  
Displays Help (this Help window) for this software.

## Related topics

Screen Organization

Setting

Operating a Job Group

# Setting

Sets the details of the operation for Optical Disc Archive Filer.

<Windows>

A setting dialog is displayed by clicking [Setting] on the Tools menu of the menu bar.

<Mac>

A setting dialog is displayed by clicking [Optical Disc Archive Filer] > [Preferences] on the menu bar.

## Setting Items

- Archive/Retrieve Setting
  - When transferring files or folders fails  
Prompts the user to select from the following 2 options.  
: [Discontinue immediately.]/[Skip.]
  - When there is a file with the same name in the transfer destination  
Prompts the user to select from the following 3 options.  
: [Do not overwrite files.]/[Overwrite a file under the same name.]/[Save a file with a different name.]
  - When there is a folder with the same name in the transfer destination  
[Merge folders.]: Merges folders when there is a folder with the same name in the destination by marking the checkbox.
  - When comparing data strictly after archiving  
[Enable MD5 checksum.]: Checks data using an MD5 checksum after archiving files by marking the checkbox.
  - When comparing data strictly after retrieving  
[Enable MD5 checksum.]: Checks data using an MD5 checksum after retrieving files by marking the checkbox.
  - When restricting a single file from being recorded spanning multiple discs  
[Restrict disc spanning.]: Restricts a single file from being recorded spanning multiple discs by marking the checkbox.
  - When the remaining space of the cartridge is insufficient  
[Transfer files to another cartridge.]: By marking the checkbox,
    - The [When the availability is insufficient, transfer files to another cartridge.] checkbox of the archive job registration confirmation dialog is marked as default.
    - The job registration is not available when an unfinished job remains in the job list.

### Note

When an unfinished job remains in the job list, you cannot mark the [Transfer files to another cartridge.] checkbox.

- Job Report  
Outputs a report automatically when finishing a job group by marking the checkbox. Specifies the file type (text file or CSV file) and the destination.

- Job Registration

Sets a confirmation dialog not to be displayed when registering a job group by marking the checkbox.

### **[Restore the factory default settings] button**

All the displays of the setting dialog return to the default settings when the [Restore the factory default settings] button is clicked.

### **[OK/Cancel] button**

When the [OK] button is clicked, the setting dialog is closed after reflecting/saving all the changes that are set in the setting dialog. When the [Cancel] button is clicked, the setting dialog is closed without reflecting/saving changes.

## **Related Topics**

Menu Bar Items



# Transferring a File (Archive/Retrieve)

You can transfer a file/folder (Archive/Retrieve) by dragging and dropping a file or folder between the Optical Disc Archive Drive volume and the local volume.

You can also transfer (retrieve) the entire volume (1 volume of cartridge) of the Optical Disc Archive Drive to a local volume, etc. on a computer.

You can transfer by selecting, copying, or pasting a file/folder with the shortcut key operation instead of the dragging and dropping operations.

## Note

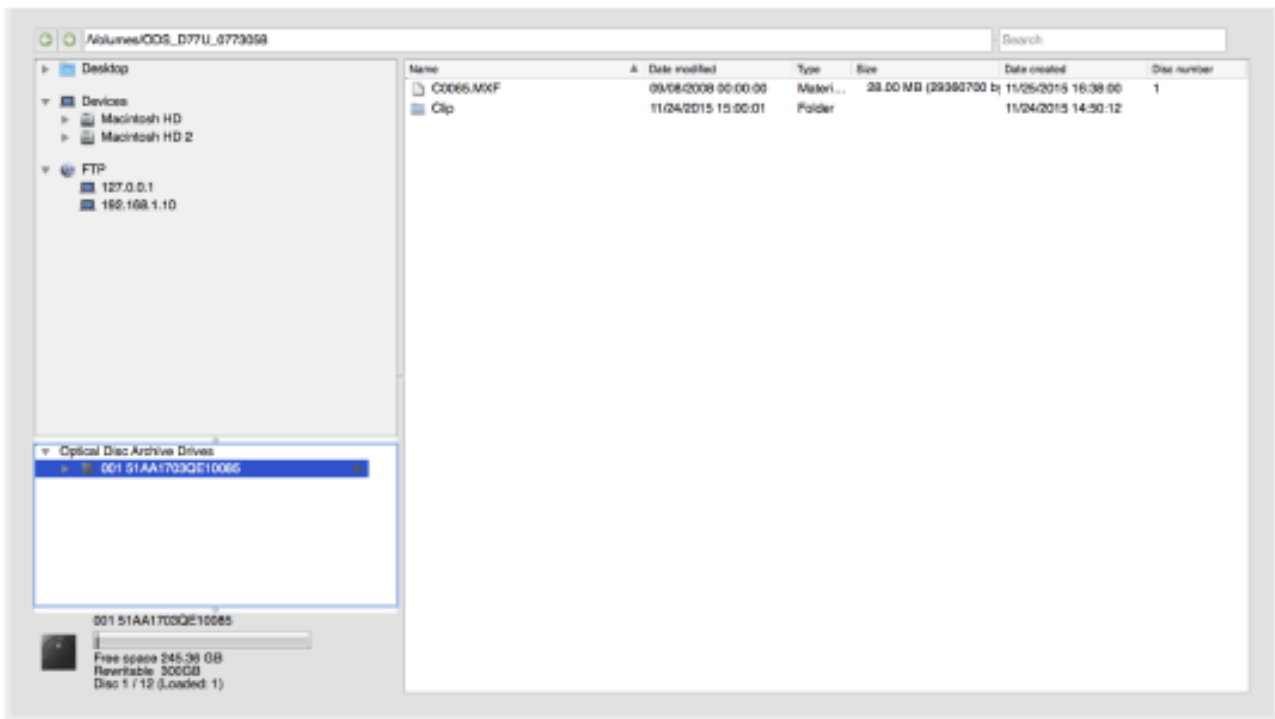
- While performing media operations (finalize, format, roll-back, etc.) of the Optical Disc Archive Utility, you cannot register the job group. However, while performing read only mount by roll-back, you can register the job group.
- You cannot transfer a file/folder to the same Optical Disc Archive Drive volume or between local volumes on the same computer.
- When you transfer (retrieve) an entire volume of an Optical Disc Archive Drive to a local volume, etc. on a computer, a folder is created on the transfer destination with a folder name which has a unique cartridge serial number appended, instead of a volume name. Note that if you change the volume name of the Optical Disc Archive Drive from the default value, the name of the transfer source volume and the name of the transfer destination folder will differ. Since the default value for the volume name of the Optical Disc Archive Drive is set as a folder name with a cartridge serial number appended, the name of the transfer source volume and the name of the transfer destination folder will be the same unless you change the default value.

In addition, if there is already a folder on a local volume of a computer with the same name as the volume name which has the cartridge serial number of the Optical Disc Archive Drive appended, you will not be able to transfer the entire volume of the cartridge. In this case, make changes such as appending \_org to the end of the folder name that exists on the local volume, and then transfer the entire volume of the Optical Disc Archive Drive to the local volume.

- You cannot perform a job group while transferring a file/folder using other applications such as Win Explorer/Mac Finder, etc.
- While performing job groups, you cannot transfer a file/folder using other applications such as Win Explorer/Mac Finder, etc.

## Main Screen

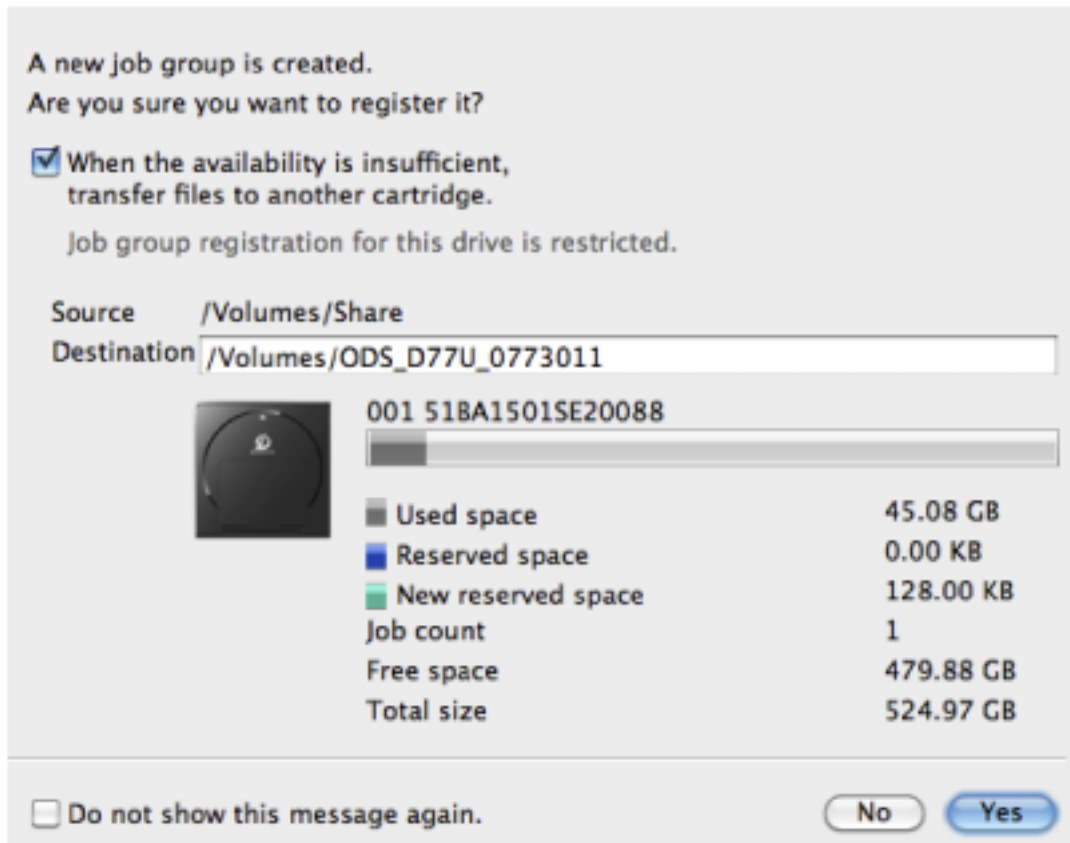
The following illustration is an example for Mac.



## Archive/Retrieve Operation

1. Select [Main] on the tab.  
The main screen is displayed.
2. Select the volume of the source from the tree section.
3. Select a file or folder that you want to transfer from the right side of the screen, then drag and drop to the volume of the destination on the tree section.  
A dialog that confirms the registration to the job list is displayed.

The following illustration is an example for Mac.



#### Tip

- You can cancel the dragging operation by pressing the Esc key while dragging a file/folder.
- A dialog that states the job group cannot be registered may be displayed. In this case, re-register by following the message.
- The file/folder transferring of one dragging and dropping operation is registered as one job group. You can transfer by selecting, copying, or pasting a file/folder with the shortcut key operation instead of the dragging and dropping operations.  
Each file/folder transferring in the job group is called "job".
- You can select multiple files/folders at once.
- You can start performing archive/retrieve without displaying a confirmation dialog. (This setting can be restored to the previous setting in the setting dialog.)
- By marking the [When the availability is insufficient, transfer files to another cartridge.] checkbox, when the remaining space of the cartridge is insufficient while the archive job is processing, you can register the remainder to another cartridge by changing the cartridge (Only when archiving). By inserting the successively registered cartridge data to the same directory, you can restore the registered file/folder structure.

#### Note

- When an unfinished job remains in the job list, you cannot register the job by marking the [When the availability is insufficient, transfer files to another cartridge.] checkbox.
- Using the Job Group Report, you can confirm the cartridge combinations which are recorded successively in the same archive job group.

- The maximum size of each file which is archived cannot be over the available cartridge capacity.

4. Click [Yes].

Selected files are registered to a job list as a job group, then archive/retrieve starts.

**Note**

- Archive/retrieve cannot be performed when another application accesses the file.
- If the remaining space is insufficient when archiving/retrieving one file only, the notification appears on a warning dialog when a job group is registered and the file cannot be archived/retrieved. Use a cartridge or local volume that has enough space.
- If the remaining space is insufficient when archiving/retrieving multiple files, the notification appears on a warning dialog when a job group is registered and none of the files can be archived/retrieved. If the registration is continued, files/folders that did not receive a warning will be archived/retrieved, and files/folders that received a warning will not be archived/retrieved and the job will fail. The registered job groups are taken into account to calculate the remaining space when a job group is registered.

**Tip**

By using [Re-register Job Groups], only failed jobs can be registered in another cartridge or local volume.

Example: When you want to archive 100 files in cartridge A, but the remaining space is insufficient and 20 files fail to be archived. You can archive the 20 files in cartridge B by using [Re-register Job Groups].

## Related Topics

Menu Bar Items

Setting

# Transferring Files from an FTP Server (Archiving)

You can transfer files from a target device through a network using FTP, then archive the files. It is necessary to register the target device in advance.

For details on the target device, refer to the Release Note.

## Note

You cannot transfer files to a target device.

## To Register a Host

1. Select [Register Hosts] from the FTP menu.

The [Register Hosts] dialog is displayed.

2. Click the [New Host] button or the [Edit] button.

The [Host settings] dialog is displayed.

3. Enter the following items then click the [Register] button.

- [Registration Name]

Enter the name to be displayed on the [Register Hosts] dialog.

- [Host Name (IP Address): ]

Enter the name or the IP address of the host you are going to connect to.

- [User Name: ]

Enter the user name to connect to the host.

- [Password: ]

Enter the password to connect to the host. The entered password appears as dots ( · ).

- [Port Number: ]

Enter the port number of the host. The default setting is "21".

- [PASV Mode]

Mark the checkbox when transferring data in passive mode.

The host is registered. The registered host will appear as a volume in the tree section (upper side) of the main screen.

## To Change the Information of the Host

1. Select [Register Hosts] from the FTP menu.

The [Register Hosts] dialog is displayed.

2. From the list, select the host with the information you want to update then click the [Edit] button.

The [Host settings] dialog is displayed.

3. Edit the information you want to update then click the [Register] button.

The information of the host is updated.

## To Delete a Host

1. Select [Register Hosts] from the FTP menu.  
The [Register Hosts] dialog is displayed.
2. From the list, select the host that you want to delete then click the [Delete] button.  
The host is deleted.

## To Connect to a Host

1. From the tree section (upper side) of the main screen, select the FTP volume that you want to connect to.
2. Select [Connect] from the FTP menu.  
The selected FTP volume is connected.

### Note

When the firewall of the computer you are using is on, the connection may be blocked. When connection is blocked, marking the checkbox of [PASV MODE] of the [Host settings] dialog will allow connection.

## To Disconnect the Host

1. From the tree section (upper side) of the main screen, select the FTP volume that you want to disconnect from.
2. Select [Disconnect] from the FTP menu.  
The selected FTP volume is disconnected.

# Operating a Job Group

This software manages files/folders by registering the file/folder transferring of one dragging and dropping operation as one job group.

You can transfer by selecting, copying, or pasting a file/folder with the shortcut key operation instead of the dragging and dropping operations.

## Displaying the Job List Screen

1. Select [Job List] on the tab.

The job list screen is displayed.

## Limitations of the job group operation

This software cannot operate each job directly. This software operates in a job group unit.

The following operations can be performed while a job is processing.

- Registering a new job group
- Suspending a processing job

## Suspending a job group

The processing job group is suspended when the [Suspend Job] button is pressed on the job list screen while the job group is processing.

## Resuming a job group

The suspended job group resumes when the [Resume Job] button is pressed on the job list screen while the job group is suspended.

## Canceling a job group

You can cancel a job group in [Suspended].

### To cancel a job group

1. Select [Operations] menu > [Cancel Job Groups] while a job group is suspended.

A dialog that confirms whether to cancel the job group is displayed.

#### Tip

You can also select [Cancel Job Groups] from the context menu that is displayed by right-clicking the job group.

2. Click [Yes].

The suspended job group is canceled.

#### Tip

- When canceling a job group, the file of the job that is already transferred remains in the destination.
- When canceling a job group, the file that is transferred partway is deleted from the destination.

## Deleting a Job Group

You can delete a job group in the [Waiting] status in the job list.

### To delete a job group

1. While a job group is suspended, select the job group that you want to delete from the job list, then select [Operations] menu > [Delete Job Groups].

A dialog that confirms whether to delete the job group is displayed.

#### Note

You can select the job group whose [Status] is in [Waiting] only.

#### Tip

You can also select [Delete Job Groups] from the context menu that is displayed by right-clicking the job group.

2. Click [Yes].

The selected job group is deleted.

### Re-registering a job group

You can re-register the finished job group.

1. Select a job group from the job list, then select the [Operations] menu > [Re-register Job Groups].

A dialog that confirms whether to re-register the job group is displayed.

2. Click [Yes].

The selected job group is re-registered.

## Report of the Job Group

You can output a report of the job group that is finished while suspending a job group. You can also output the report of a job group by pressing the [Create Report] button on the job list screen.

### To create a report of a job group

1. Select a job group from the job list, then select [Operations] menu > [Create Job Group Report].

A dialog that confirms whether to output a report is displayed.

#### Note

You can select the finished job group ([Finished][Partially Finished][Failed][Canceled]) only.

#### Tip

You can also select [Create Job Group Report] from the context menu that is displayed by right-clicking the job group.

2. Click [Yes].

3. Select the storage destination for the report on the displayed screen, then select [Yes].

The report is output.

#### Tip

- The file type is in the TXT/CSV format.



- The file name is created as follows.

Report\_YYYYMMDD.txt

## Changing the order of a job group

You can change the order of a job group while the job group is suspended.

1. Select a job group, then drag it.

For the consecutive job groups on the job list, you can select multiple job groups at once.

### Note

- You can select the job group whose [Status] is in [Waiting] only.
- When you copy an entire volume of an Optical Disc Archive Drive to a local volume, etc. on a computer, a folder is created on the local volume with a folder name which has the cartridge serial number appended, but the Job list is displayed as a volume name. (See chapter "Transferring a File (Archive/Retrieve)" on page 17.)

## Related Topics

Menu Bar Items

Screen Organization

# Displaying a Log

You can check the error log of this software.

## To display a log screen

1. Select [Log] on the tab.  
The log screen is displayed.

## To export a log

1. Click the [Export] button.  
The [Save as] screen is displayed.
2. Set the file name and storage destination, then click [Save].  
The [Export completed.] message is displayed.
3. Click the [Close] button.  
The log is exported to the specified place.

### Note

- A drive log may not be available with the old version of Optical Disc Drive firmware.
- A drive log is not available from the drive with a cartridge injected.

## Related Topics

Screen Organization

# Making a File List

Creates a list of files recorded in a cartridge.

## To create a file list

1. Right-click the volume of Optical Disc Archive Drive and select [Create File List] from the context menu.  
"Are you sure you want to create a file list?" is displayed.
2. Click [Yes].  
A dialog that confirms the storage destination is displayed.
3. Select the storage destination and click [Save].  
After "Please wait ..." is displayed, a file list is output.

### Tip

The file type is in the CSV format.

# Trademarks

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