

Scalar i40 and Scalar i80 – Packing the Library for Shipping

WARNING: Two people are required to safely lift the library into and out of its packaging and into and out of a rack.

Packaging Kit Contents

- Shipping carton
- Top foam
- Bottom foam
- Anti-static wrapping
- (4) M5 thumbscrews to restrain robot (Y-tray)
- Bottom tray (Scalar i80 only)
- Pallet (Scalar i80 only)
- (2) Cardboard “corner boards” (Scalar i80 only)
- (2) Straps and buckles for securing packaging to pallet (Scalar i80 only)

Taking ESD Precautions

To avoid damaging static-sensitive parts while performing this procedure, observe the following precautions:

- Use an antistatic wrist strap. If you do not have one, touch the outside of the library on the sheet metal before touching any components to discharge static from your body.



- Keep static-sensitive parts in their original shipping containers until ready for installation. Look for the ESD sticker to identify static sensitive parts.



- Avoid touching connectors and other components.

Note: Dry climates and cold-weather heating environments have lower relative humidity and are more likely to produce static electricity.

Creating a Backup Map of Cartridge Locations

You must remove all the tape cartridges before shipping the library. If you want to maintain the same partitions and magazine slot assignments in your new location as you are using currently, you will want to reinstall your tape cartridges in the same slots they are in now. The library configuration report provides a convenient “map” of your slot assignments. If you print or copy this map, you will be able to easily install your cartridges later.

- 1 On the Web client, select **Reports > Library Configuration**.
- 2 Click the **Show Barcodes** button.

The screen displays a map of the library showing the partitions and the location of each cartridge, by barcode.

- 3 Click the “print” icon in the upper right corner to print the report.



Alternatively, take a screen capture of the report and save or print it, or copy the map by hand.

Procedure

- 1 As a precautionary measure, save the library configuration: From the Web client, select **Tools > Save/Restore Configuration**. Select **Save System Configuration** and click **Apply**. When prompted, save the file to a known location on your computer.
- 2 Stop all library and host operations.
- 3 Remove the magazines from the library:
 - a From the operator panel, select **Actions > Magazine**.

- b Use the **Up** and **Down** buttons to select the magazine you want to remove and press **Release**.
- c Wait for the operator panel to display the message: “Magazine is now unlocked. Waiting for the magazine to be moved to the expected position.”
- d Pull the magazine bezel out and remove the magazine from the library. If you do not remove the magazine within 30 seconds, the magazine locks again.
- e Repeat for all magazines in the library.

Caution: Do not put your hands or any other objects into the magazine openings while library power is on.

- 4 Remove all the tape cartridges from the magazines. Refer to the tape manufacturer instructions for storing and/or shipping the tape cartridges.
- 5 Shut down the library by selecting **Actions > Shutdown** from the operator panel. Wait for the operator panel to prompt you to turn off library power.
- 6 Turn **OFF** the library by pressing the power button on the front panel. Wait for the LED on the SCB to turn off.
- 7 Disconnect the power supply cord, the Ethernet cable, and all tape drive cables from the back of the library. If you have multiple tape drives, label the cables so you can reconnect them to the correct ones later.
- 8 If the library is in a rack or desktop kit, remove it.
 - **To remove the library from a rack:**
 - a Remove all the tape drives from the library. Label tape drives so you know what order to reinstall them later. They must be reinstalled in the same slots as they were previously. Unscrew the thumbscrews and pull the tape drive handle to remove the drive from the library.
 - b Unscrew the captive thumbscrews on the front of the library that secure the library to the rack, then slide the library out of the rack. Place the library on a flat, stable surface.

WARNING: Two people are required to safely remove the library from the rack.

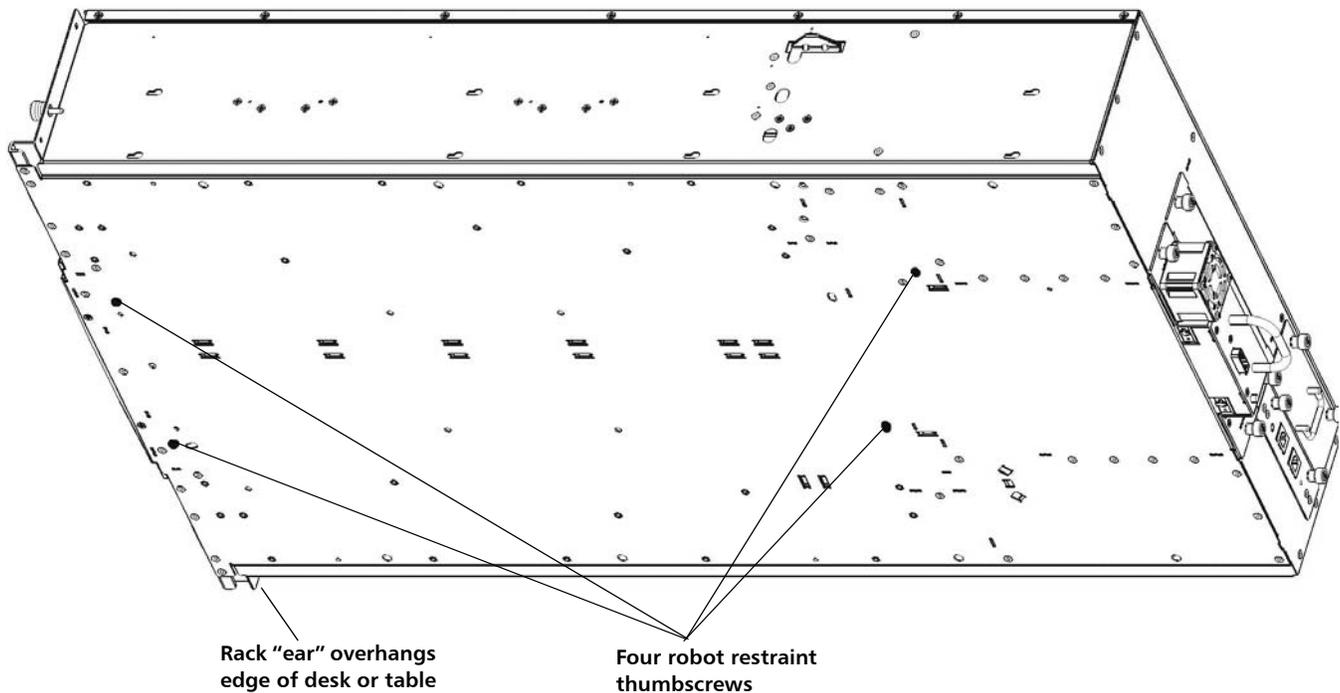
- **To remove the library from a desktop kit,** remove the two screws in the decorative top cover. Remove the decorative top cover by sliding it toward the back. Loosen the captive thumbscrews on the library chassis that are attached to the side panels of the desktop kit. Slide the side panels one inch toward the rear of the library, then pull the side panels off.
- 9 Make sure the Y-tray is sitting on the floor of the library as follows: Look inside the library through one of the magazine openings. If the robot is not sitting on the floor of the library, reach inside and gently press down on one of the robot’s metal side rods until the robot starts moving. It should drift down to rest on the floor of the library.

- 10 Reinstall the empty magazines in the library by pushing them in until they stop.
- 11 If you removed the tape drives earlier, reinstall them in their proper slots. Push them carefully into their slots and tighten the captive thumbscrews.
- 12 Restrain the Y-tray as follows (see [Figure 1](#)):
 - a Turn the library carefully on its side (either the left or right side). Make sure the front end of the library (the “rack ear”) overhangs the edge of the table so that the library lies flat.

Caution: Do not turn the library upside down. Do not turn the library more than 90 degrees from upright.

- b Install four thumbscrews into the floor of the library in the locations shown in [Figure 1](#). They will screw through the Y-tray and hold it in place on the floor of the library.

Figure 1 Restraining the Robot



- c Do NOT turn the library back to an upright position at this point. Leave it on its side until you place it in the box.

Caution: If you place the library upright with the robot restraint thumbscrews installed, you could damage the chassis or the robot.

- 13 Wrap the library in the anti-static wrapping provided in the packaging kit.

WARNING: Two people are required to safely lift the library.

- 14 Place the library in the packaging as shown in [Figure 2](#) and [Figure 3](#).

Figure 2 Scalar i40 Packaging

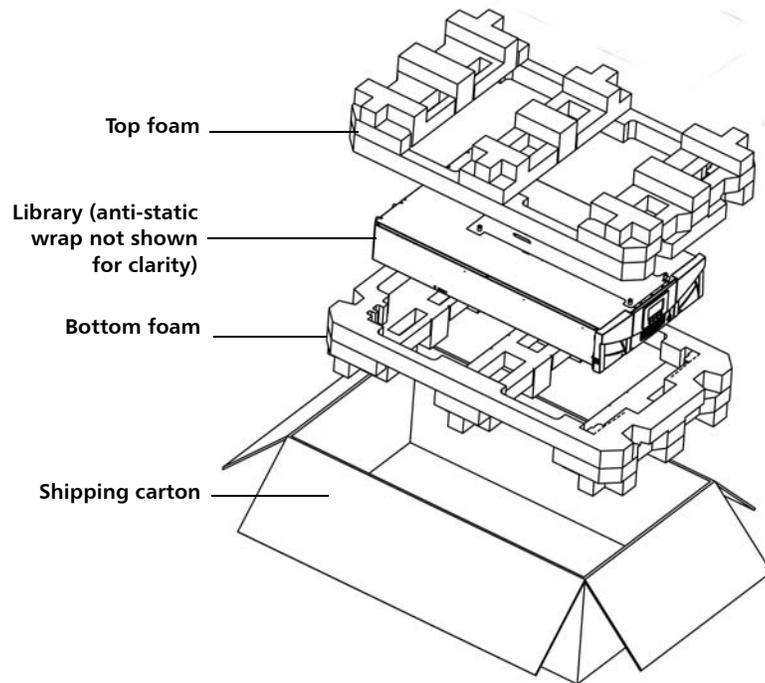
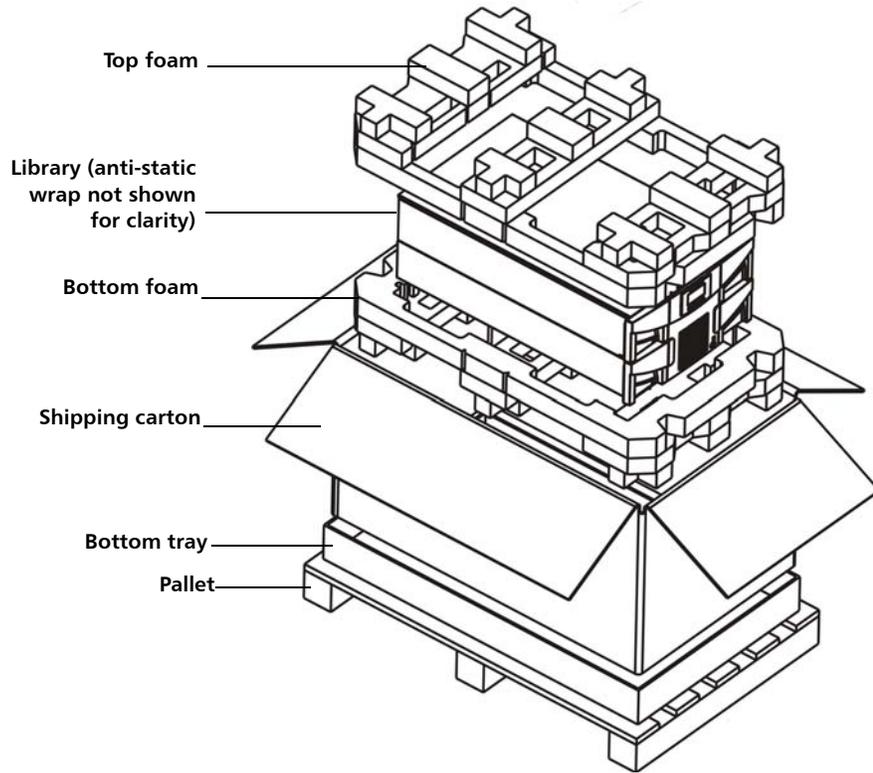


Figure 3 Scalar i80 Packaging



- 15 **Scalar i80 only:** Place two corner boards on the long edges on top of the shipping carton, then strap the box to the pallet. It is recommended that you wrap the entire assembly in stretch-film (not supplied) prior to shipping.
- 16 See the *Scalar i40 and Scalar i80 User's Guide* for instructions on installing your library in its new location.

Caution: When unpacking the library in its new location, lift it out of the packaging and immediately place it on its side to remove the four thumbscrews securing the robot to the floor of the library. Do not place it upright until you have removed the four thumbscrews, or you could damage the chassis or the robot. When placing the library on its side, do not set it on the "rack ear" or the magazine handle, or you could damage them.

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