

Actions in Object Lists

Above the [object list](#) is the action bar with which you can carry out various actions.

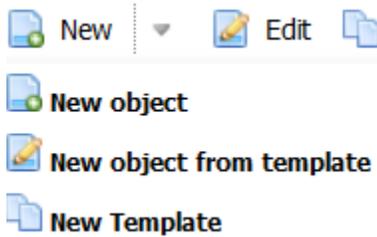
The screenshot shows the i-doit interface with the 'Server' object list. The 'Action bar' is highlighted in red and contains the following actions: New, Edit, Duplicate, Archive, Quickpurge, Print Preview, Export as CSV, and Link to this page. The object list has columns for Title, Use primary hostaddress, Location path, Purpose, and CMDB status. The table contains 26 entries, including backup001, cache001, cache002, cache003, Ceph Storage Pod A001 01-06, db001-03, loadbalancer001-03, and web001-05.

Title	Use primary hostaddress	Location path	Purpose	CMDB status
backup001	10.100.20.241	ACME Data Center Düsseldorf ...	Production	in operation
cache001	10.100.20.221	ACME Data Center Düsseldorf ...	Production	in operation
cache002	10.100.20.222	ACME Data Center Düsseldorf ...	Production	in operation
cache003	10.100.20.223	ACME Data Center Düsseldorf ...	Production	in operation
Ceph Storage Pod A001 01	10.20.10.36	ACME Data Center Düsseldorf ...	Production	planned
Ceph Storage Pod A001 02	10.20.10.37	ACME Data Center Düsseldorf ...	Production	planned
Ceph Storage Pod A001 03	10.20.10.38	ACME Data Center Düsseldorf ...	Production	planned
Ceph Storage Pod A001 04	10.20.10.39	ACME Data Center Düsseldorf ...	Production	planned
Ceph Storage Pod A001 05	10.20.10.40	ACME Data Center Düsseldorf ...	Production	planned
Ceph Storage Pod A001 06	10.20.10.41	ACME Data Center Düsseldorf ...	Production	planned
db001	10.100.20.231	ACME Data Center Düsseldorf ...	Production	in operation
db002	10.100.20.232	ACME Data Center Düsseldorf ...	Production	in operation
db003	10.100.20.233	ACME Data Center Düsseldorf ...	Production	in operation
loadbalancer001	10.100.20.201	ACME Data Center Düsseldorf ...	Production	in operation
loadbalancer002	10.100.20.202	ACME Data Center Düsseldorf ...	Production	in operation
loadbalancer003	10.100.20.203	ACME Data Center Düsseldorf ...	Production	in operation
web001	10.100.20.101	ACME Data Center Düsseldorf ...	Production	in operation
web002	10.100.20.102	ACME Data Center Düsseldorf ...	Production	in operation
web003	10.100.20.103	ACME Data Center Düsseldorf ...	Production	in operation
web004	10.100.20.104	ACME Data Center Düsseldorf ...	Production	in operation
web005	10.100.20.105	ACME Data Center Düsseldorf ...	Production	in operation

Create an Object

Various options are available for the creation of a new object:

- **New** or **New object** create a new object which you can edit via forms.
- **New object from template** changes to the dialog which creates one or more objects from a [template](#).
- **Create new template** is similar to the first item, but the **state Template** is preselected so that the object becomes a [template](#) after saving.



Edit an Object

When you want to edit an object, select the object to be edited with the corresponding checkbox and click the **Edit** button. When you select more than one object, the [list editing](#) function is started.

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backup001	10.100.20.241	ACME Data Center Düsseldorf ...	Production	in operation
cache001	10.100.20.221	ACME Data Center Düsseldorf ...	Production	in operation
cache002	10.100.20.222	ACME Data Center Düsseldorf ...	Production	in operation
cache003	10.100.20.223	ACME Data Center Düsseldorf ...	Production	in operation
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Ceph Storage Pod A001 02	10.20.10.37	ACME Data Center Düsseldorf ...	Production	planned
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db003	10.100.20.233	ACME Data Center Düsseldorf ...	Production	in operation
loadbalancer001	10.100.20.201	ACME Data Center Düsseldorf ...	Production	in operation
loadbalancer002	10.100.20.202	ACME Data Center Düsseldorf ...	Production	in operation
loadbalancer003	10.100.20.203	ACME Data Center Düsseldorf ...	Production	in operation
web001	10.100.20.101	ACME Data Center Düsseldorf ...	Production	in operation
web002	10.100.20.102	ACME Data Center Düsseldorf ...	Production	in operation
web003	10.100.20.103	ACME Data Center Düsseldorf ...	Production	in operation
web004	10.100.20.104	ACME Data Center Düsseldorf ...	Production	in operation
web005	10.100.20.105	ACME Data Center Düsseldorf ...	Production	in operation
web006	10.100.20.106	ACME Data Center Düsseldorf ...	Production	in operation

Duplicate an Object

Use the **Duplicate** button to duplicate an object with its attributes.

Objects: Archive, Mark as Deleted, Restore or Delete Irrevocably

You can click the corresponding buttons to **Archive**, **Delete**, **Restore**, **Purge** and **Quickpurge** when you want to change the **state** of one or more objects or you even want to delete them irrevocably.

Print Preview

A pop-up window showing the list with an optimized view for printing opens by activating the **Print Preview** button. The list is supplemented with attributes which are displayed on the summary page of the corresponding object.

Objects

backup001 (Server)

General

Title: **backup001**
SYS-ID: **SRV_000003568**
Purpose: **Production**
Category: **Demo**
Condition: **Normal**
Object ID: **3569**
Creation date: **2017-03-07 15:57:48**
Date of change: **2017-10-11 15:22:22**
Status: **in operation**
Description:

Location

ACME Data Center Düsseldorf > Ground Floor > Computer Room A > Colo A002

Model

Manufacturer: **Lenovo**
Model: **ThinkServer RD350**
Product ID:
Service Tag:
Serial number:
Firmware:
Description:

Form factor

Form factor: **19"**
Rack units: **1**
Width: **482 mm**
Height: **43 mm**
Depth: **803 mm**



Print preview of the web browser

The applied web browser can also generate a print preview. Here the superfluous elements of the Web GUI are not displayed:

- Firefox: **File** **Print preview**
- Chrome: **Menu** **Print...** or **STRG+P**

Export Object List as CSV File

You can download the displayed object list [as a file in CSV format](#) with the **Export as CSV** button and then process it with third-party applications.

Link to this Page

To reload the page and thus the object list you can use the **Link to this page** button. This button is also useful to get the unique URL. However, it should correspond to the URL shown in the address bar of the web browser.

Change of State

If you want to display only objects with a certain [state](#), you can select the corresponding state with the drop-down menu on the right side of the action bar. You can see how many objects are in the respective state by the indications enclosed in parenthesis. As standard, the selected state is set to **Normal**. A change to another state is saved and therefore affects all other object lists..

- Hardware
 - Appliance (1)
 - Blade chassis (2)
 - Blade server (16)
 - Cellular Phone (2)
 - Client (21)
 - Cluster (5)
 - FC switch (1)
 - Faceplate (8)
 - Host (7)
 - Monitor (45)
 - Multi-function Device (1)
 - Phone (2)
 - Printer (3)
 - Router (1)
 - SAN Zoning (1)
 - SIM card (2)
 - Server (26)**
 - Stacking (1)
 - Storage system (1)
 - Switch (11)
 - Tape Library (1)
 - Telephone system (1)
 - Virtual Maschine (7)
 - Virtual host (4)
 - VoIP telephone (22)
 - Wireless Access Point (1)

New Edit Duplicate Archive Quickpurge Print Preview Export as CSV Link to this page

Server

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Ceph Storage Pod A001 02	10.20.10.37	> ACME Data Center Düsseldorf ...	Production	planned
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web004	10.100.20.104	> ACME Data Center Düsseldorf ...	Production	in operation