How do I view all items with a specific copy category?

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Applies to

- OLIB (all versions)

Answer

You can run a refined copy search to view all items with a specific copy category:

1. In the left-hand menu click Searches > Copies to start a Copy Barcode search.
2. Click Refine Search > Copy Category.
3. This will take you back to the search screen with 0 Selected... under Copy Category. To the right of this field, click the icon with the red funnel titled Select Items.
4. Select the copy category you wish to display and click OK.
5. OLIB will then run a wildcard search consisting of all items with your selected copy category.

Additional information

Refining the search (Filtering)