Local holdings records

Using Record Manager, you can create and edit WorldCat local holdings records (LHRs). LHRs provide information about your item-specific holdings as well as lending and reproduction policies.

• Bulk actions for local holdings records

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With Record Manager, you can bulk edit up to 9,000 local holdings records at a time.

◦ About LHR bulk actions
◦ Add a LHR field string
◦ Add a note to an existing field
◦ Add a temporary shelving location
◦ Add LHRs to a work list
◦ Create a customized LHR script
◦ Create a LHR record work list
◦ Delete a note from an existing field
◦ Delete a temporary shelving location
◦ Replace a LHR field string
◦ Update the branch
◦ Update the lending policy
◦ Update the permanent shelving location
◦ Update the reproduction policy
◦ Update the temporary shelving location

• Work with local holdings records

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Using Record Manager, you can create and edit WorldCat local holdings records (LHRs). You add an LHR record to a MARC 21 WorldCat bibliographic record.

◦ Build an automated LHR summary
◦ Change the location for multiple LHRs
◦ Delete LHRs
◦ Derive an LHR
◦ LHR fields
◦ Move a LHR to a different WorldCat record
Reformat a LHR
- Remove Shared Print flag and retention statement from a LHR
- Update a LHR
- Validate a LHR
- View LHRs