Discover how to delete up to 10,000 WorldCat holdings at a time from WorldShare Record Manager.

1. In the left navigation, click **Record Work Lists**.
2. From the Bibliographic tab, type or paste up to 10,000 **OCLC numbers** you want to delete holdings for in the Target Record(s) form field. Separate each number with a space.
   
   Note:
   - If commas or line returns are copied into the Target Record(s) form field, they will automatically be converted to spaces.
   - If you enter duplicate OCLC numbers, the system automatically removes them when you click outside the form field. You will receive the following message: Removed # duplicate record number(s).
3. From the Record Action(s) drop-down menu, select **Delete Holding(s) Only** from the Delete WorldCat Holding(s) flyout menu.
4. From the Delete WorldCat Holding(s) dialog, click **Delete**.
   
   Note: If you entered more than 1,000 OCLC numbers, you will receive the following message: **You are about to delete the WorldCat Holding(s) on the first group of 1000 target records.** Any remaining records will be retained in the input box.

   The Processing Record(s) dialog opens, with a progress bar that indicates how many records have already been processed. The dialog closes after processing is complete.

   A confirmation message appears identifying how many records successfully had holdings deleted when the Processing Record(s) dialog closes. If record was unable to be deleted, an error message appears.
   
   Note:
   - If a record failed, see the Error(s) table below the Target Record(s) form field for more information.
   - If any of the records contain LHRs or LBDs, an error message will appear prompting you to choose **Delete WorldCat Holdings and associated local information**.
5. **(Optional)**. If you entered more than 1,000 OCLC numbers, repeat steps 1-4 to set holdings on the remaining records. Repeat until complete.