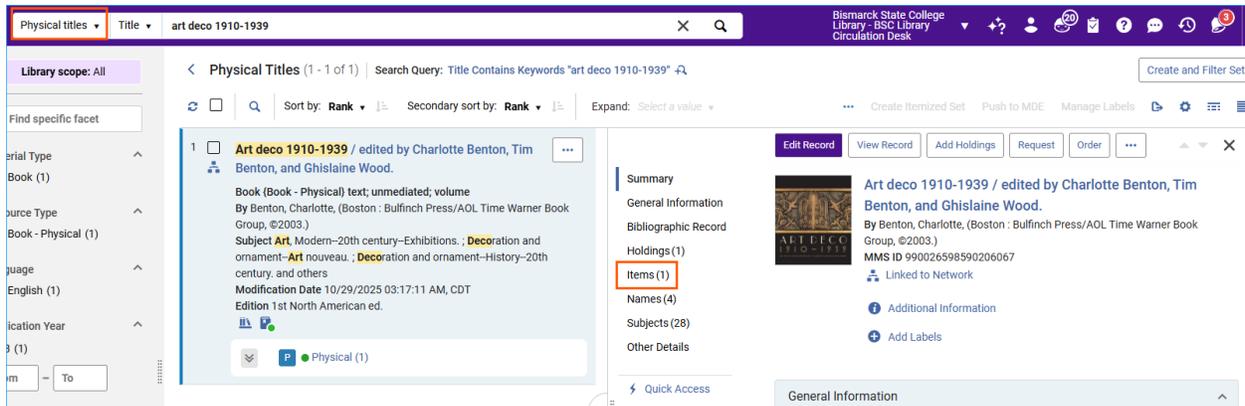


# Marking Items as Missing in Alma

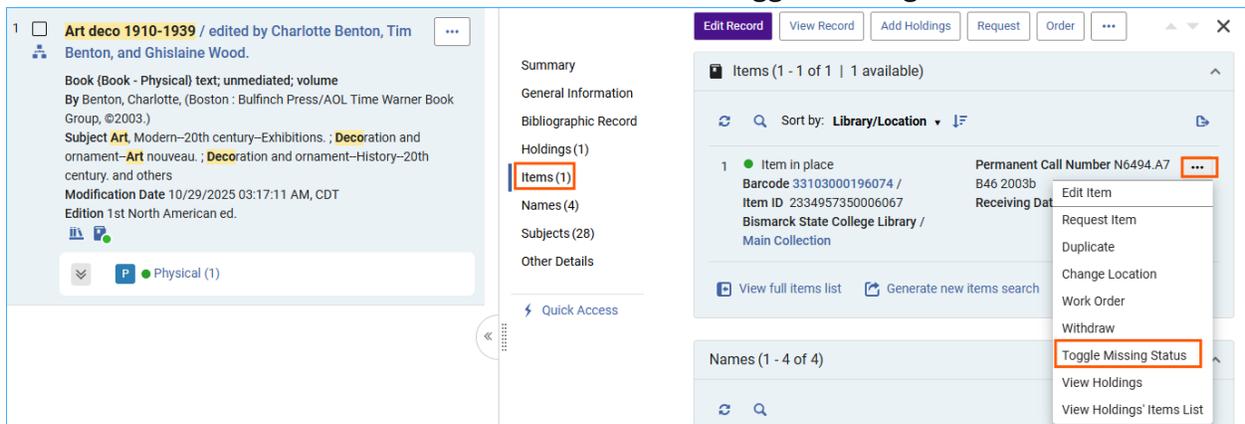
Items can only be marked missing if their status is “Item in Place.” If an item is on loan or in a process type it cannot be marked as missing.

## From a Physical Titles search

Do a physical titles search, then click on the Items quick access link.



Click on the action menu next to the item and select Toggle Missing Status.



## From a Physical Items search

Another way to do this is to start from a Physical items search.

Physical items | Keywords | art deco 1910-1939

Bismarck State College Library - BSC Library Circulation Desk

Physical Items (1 - 2 of 2) | art deco 1910-1939

Library Scope: All

Item Material Type: Book (2)

Library: Bismarck State Colle... (2)

1  **Art deco 1910-1939 / edited by Charlotte Benton, Tim Benton, and Ghislaine Wood.**

**Book (Book - Physical)** By Benton, Charlotte, (Boston : Bulfinch Press/AOL Time Warner Book Group, ©2003.)

**Barcode:** 33103000196074

**Library:** Bismarck State College Library

**Creation Date:** 01/12/2004 06:00:00 PM, CST

**Modification Date:** 07/15/2020 09:33:48 AM, CDT

**Expected Arrival Time:** -

**On Hold Expiration Date:** -

**Due Date:** -

**Needed By:** -

**Until:** -

**Permanent Location:** Main Collection

**Receiving date:** 01/13/2004 04:59:00 AM, CST

**Receiving operator:** import

**Call Number:** N6494.A7 B46 2003b

**Call Number Type:** Library of Congress classification

**Status:** Item in place

**Due back:** -

**Item Policy:** Four Week Loan

**Material Type:** Book

**Item ID:** 2334957350006067

**Holdings ID:** 2234957370006067

**MMS ID:** 990026598590206067

Withdraw Edit Item ...

Other details

Click the action menu next to the item, and select Toggle Missing Status.

1  **Art deco 1910-1939 / edited by Charlotte Benton, Tim Benton, and Ghislaine Wood.**

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Withdraw Edit Item ...

- Request
- Resource sharing request
- Toggle Missing Status**
- Work Order
- Holdings
- Display in Discovery
- Items

Other details