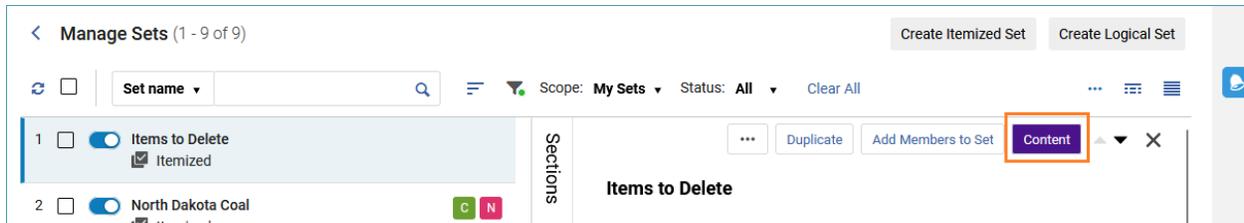


Extract OCLC numbers from a file of MMS IDs and Batch Delete Holdings in OCLC

Part 1. Gather the MMS IDs

Starting with a set of Titles or Items in Alma, click Content to display the records in the set.



Then click on the Export list icon to export the list of records as an Excel sheet.

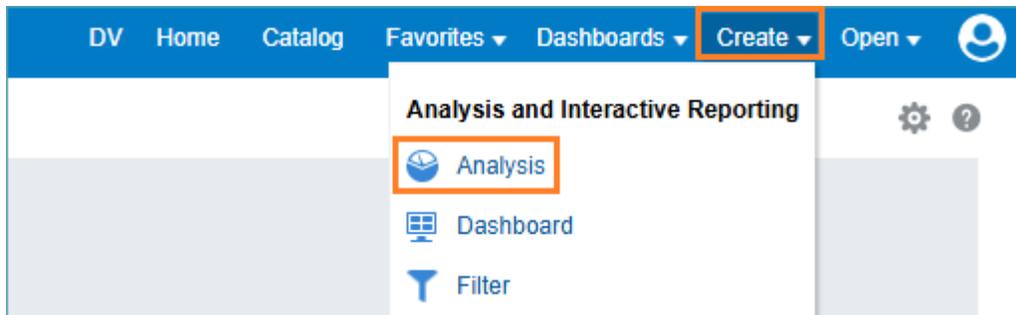


The MMS ID numbers for each title appear on the exported sheet. In my example, the MMS IDs appear in the last column of the sheet.

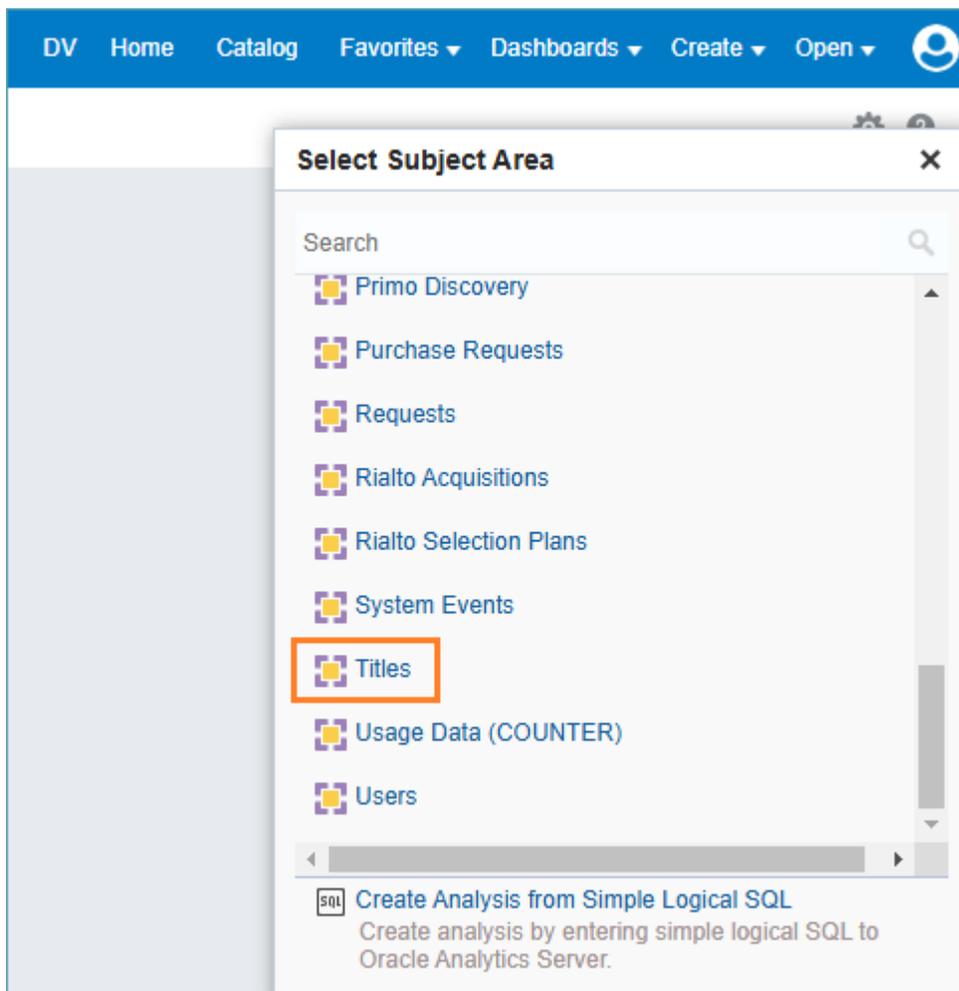
J	T	X	AZ	BA	BB
ation Date	Permanent Location	Call Number	Item ID	Holdings ID	MMS ID
20 09:22:08 AM,	Main Collection	QR177 .L48 2002	2332918060006067	2232918070006067	990026584740206067
20 09:20:32 AM,	Main Collection	QR177 .D75 2011	2332705800006067	2232705810006067	990070104230206067
20 09:20:18 AM,	Main Collection	QR56 .M26 2011	2332543880006067	2232543890006067	990069778710206067
20 09:15:39 AM,	Main Collection	RM267 .W55 2019	2331750250006067	2231750280006067	990083401950206067
20 09:25:26 AM,	Main Collection	TD195.A34 K57 2010	2333423950006067	2233423960006067	990068244250206067

Part 2. Use Analytics to Collect the OCLC Numbers

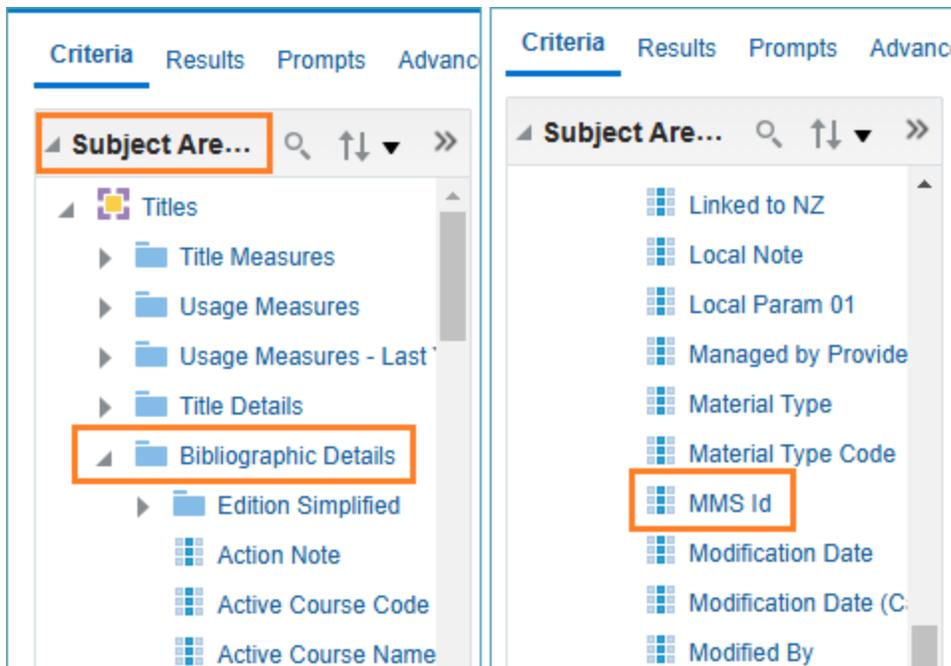
In Analytics, click the Create menu, and select Analysis.



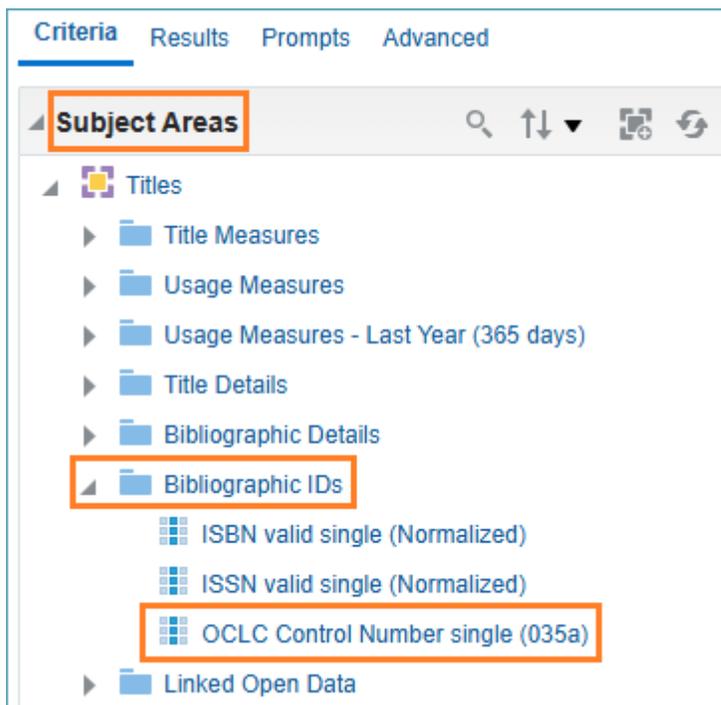
Select the Titles subject area.



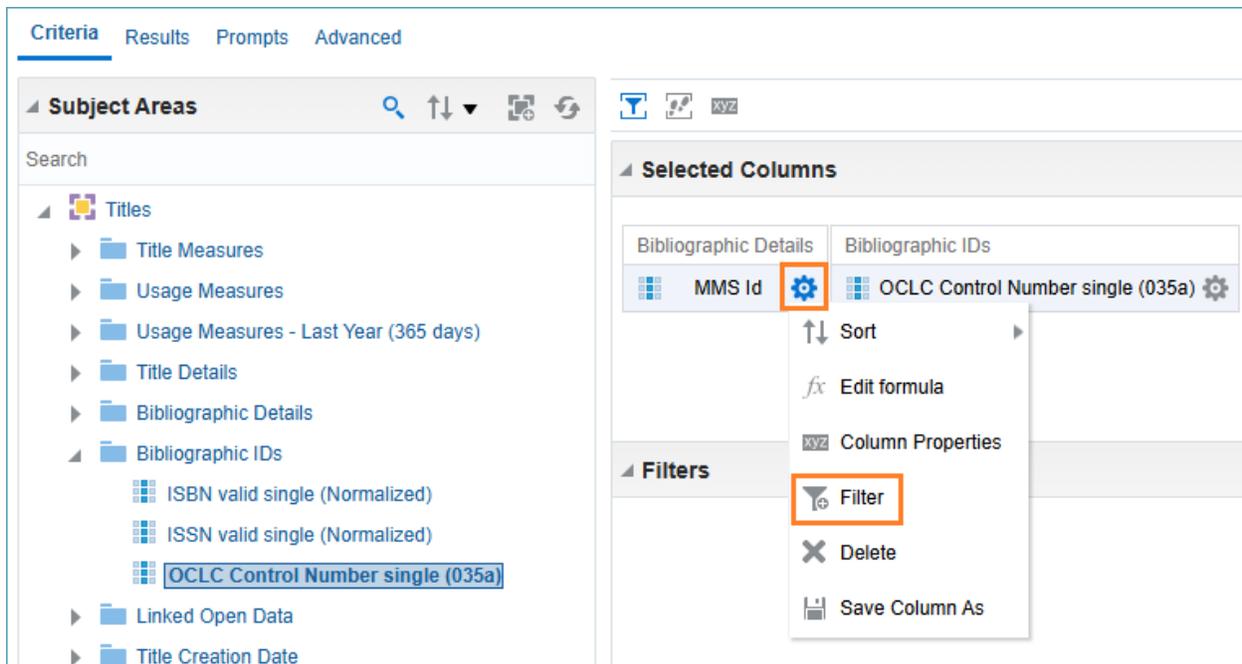
In the Bibliographic Details folder, double-click MMS ID to add it to the criteria for the report.



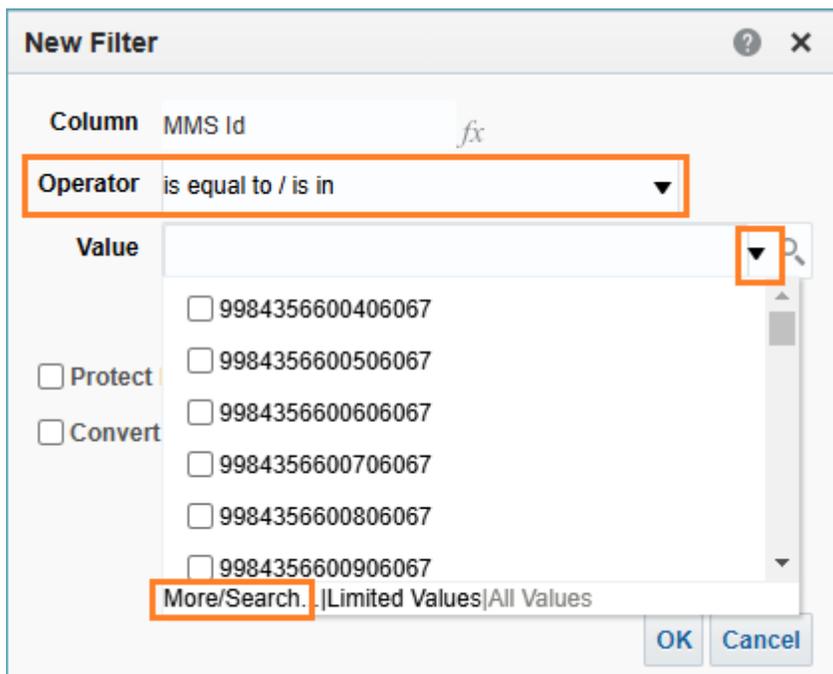
In the Bibliographic IDs folder double double-click OCLC Control Number single (035a) to add it to the criteria for the report.



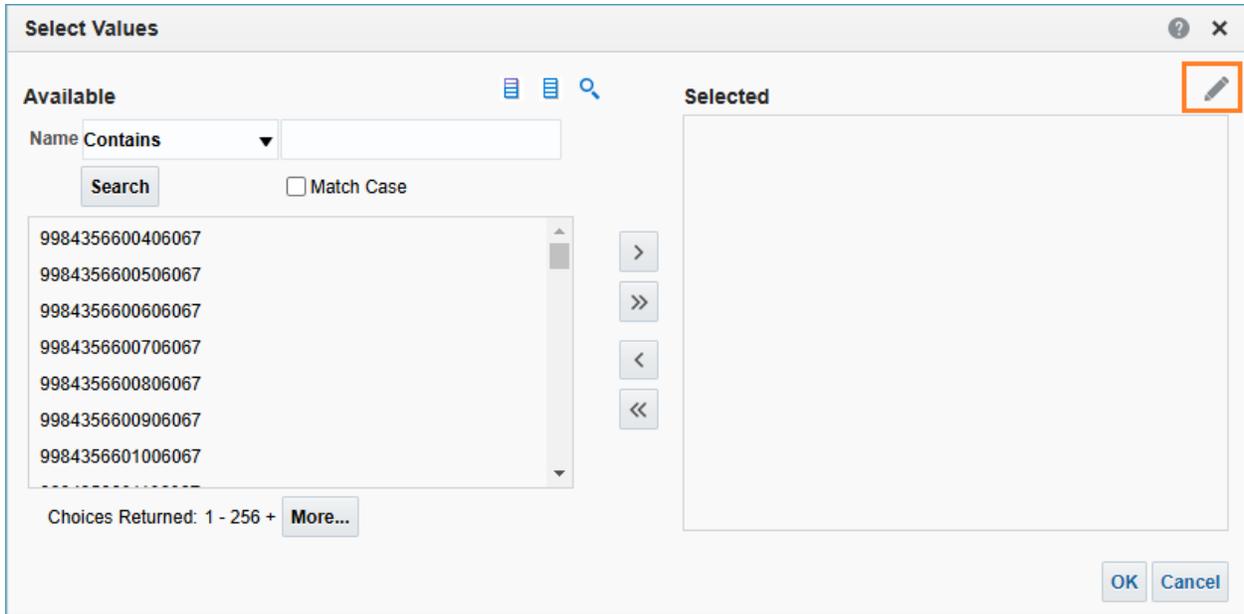
Click the settings icon on the MMS ID column and select Filter.



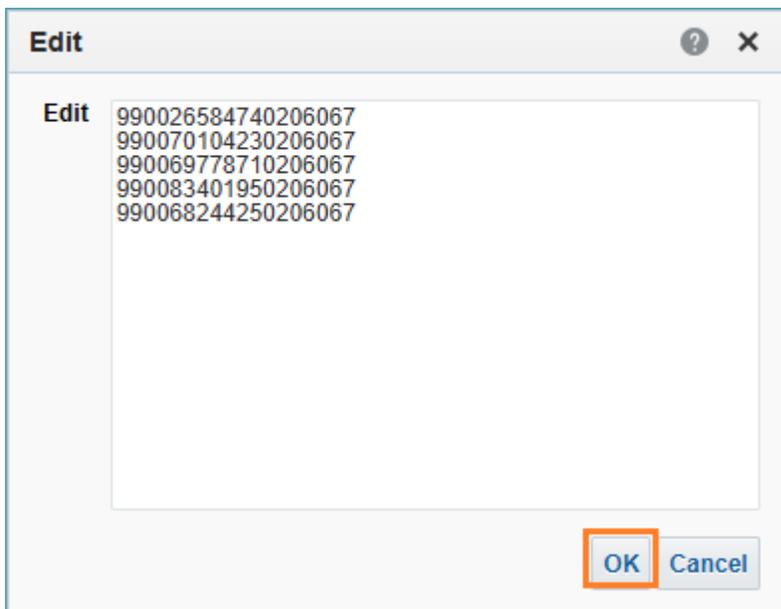
In the New Filter box, keep the Operator setting as is equal to / is in. Click the drop-down arrow on the Value box and click More/Search.



The Select Values box appears. Click on the Edit icon.

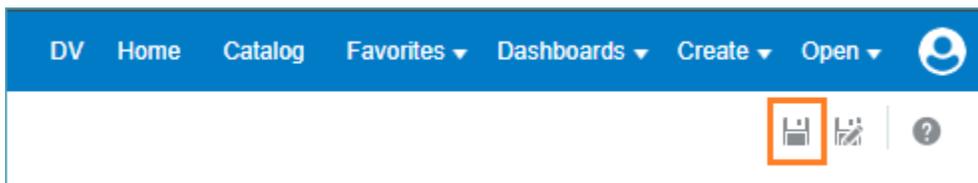


The Edit box appears. From the sheet of MMS IDs you created in part 1, highlight and copy the MMS IDs paste them into the Edit box, and click OK.

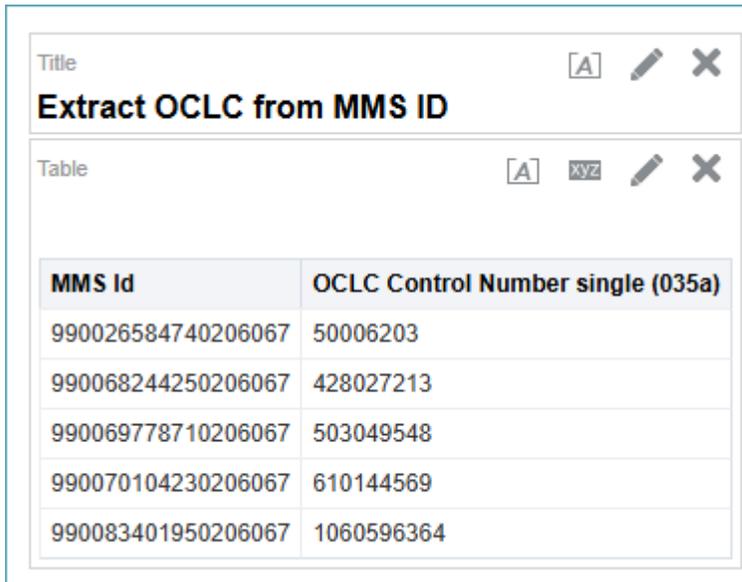


Click OK until all the filter boxes close.

Save the report by clicking on the Save icon and give the report a name.



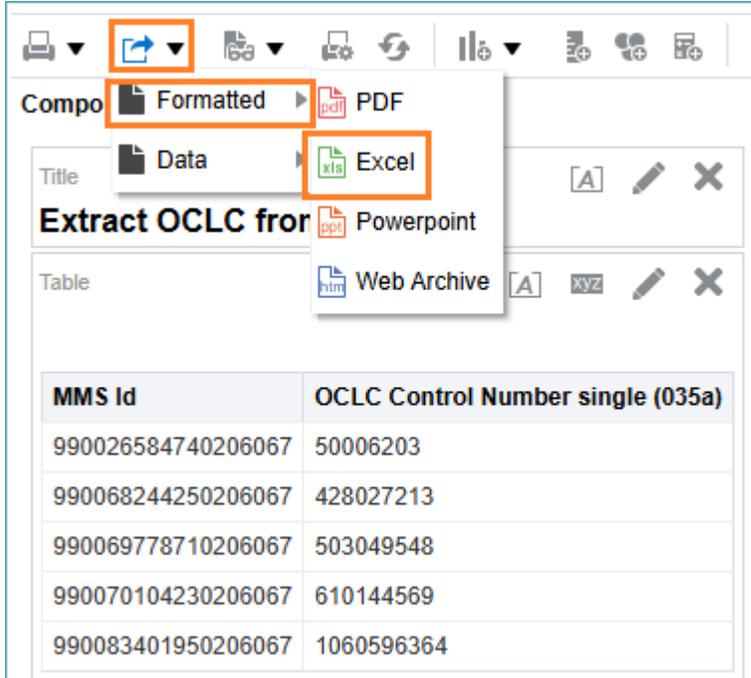
Click on the Results tab, and the report appears.



MMS Id	OCLC Control Number single (035a)
990026584740206067	50006203
990068244250206067	428027213
990069778710206067	503049548
990070104230206067	610144569
990083401950206067	1060596364

Since you have saved this report, you can run it over again and just input new MMS IDs into the filter each time.

To export the report to an Excel spreadsheet, click on the icon to export the report to your computer. You can export as either formatted or data.



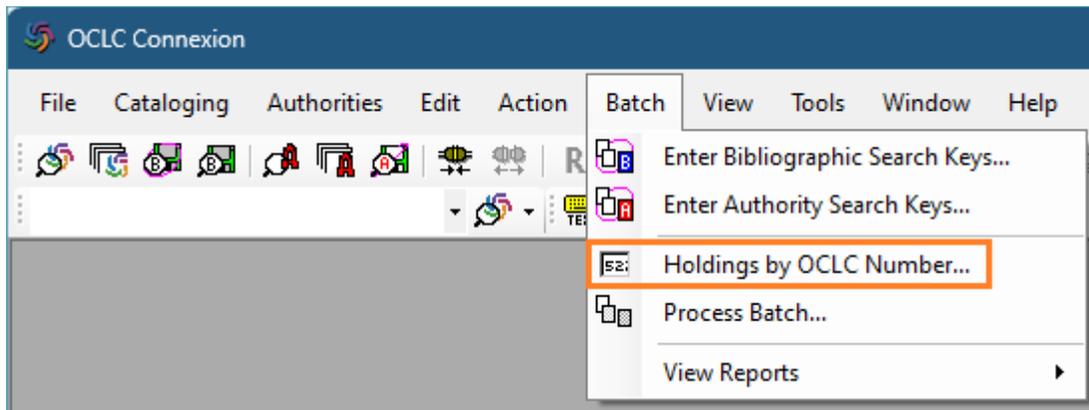
MMS Id	OCLC Control Number single (035a)
990026584740206067	50006203
990068244250206067	428027213
990069778710206067	503049548
990070104230206067	610144569
990083401950206067	1060596364

Part 3. Use the OCLC Numbers to Delete Holdings in Connexion

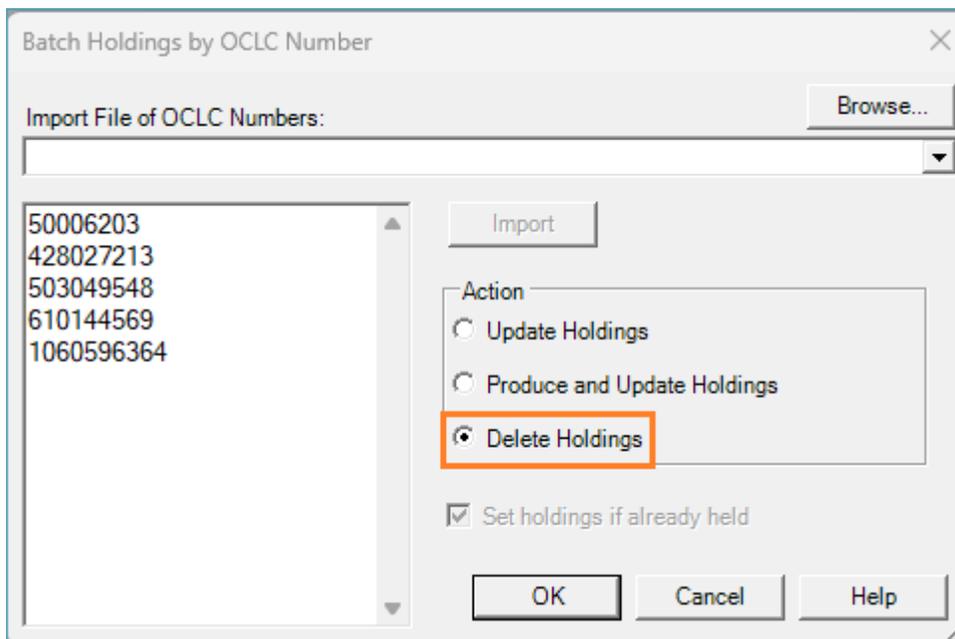
In Connexion, you can use these OCLC numbers to delete holdings in batch.

This example is in the Connexion client, however this can be done in the web interface as well.

Click the Batch menu and select Holdings by OCLC number.



Copy the column of OCLC numbers from the Excel sheet you created in Analytics and past them into the box in Connexion.



Select Delete Holdings and click OK.