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

Last updated: Thu, 15 Oct 2020 13:06:43 GMT

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)](https://help.oclc.org/Library_Management/OLIB/Troubleshooting/How_do_I_view_all_items_with_a_specific_copy...)