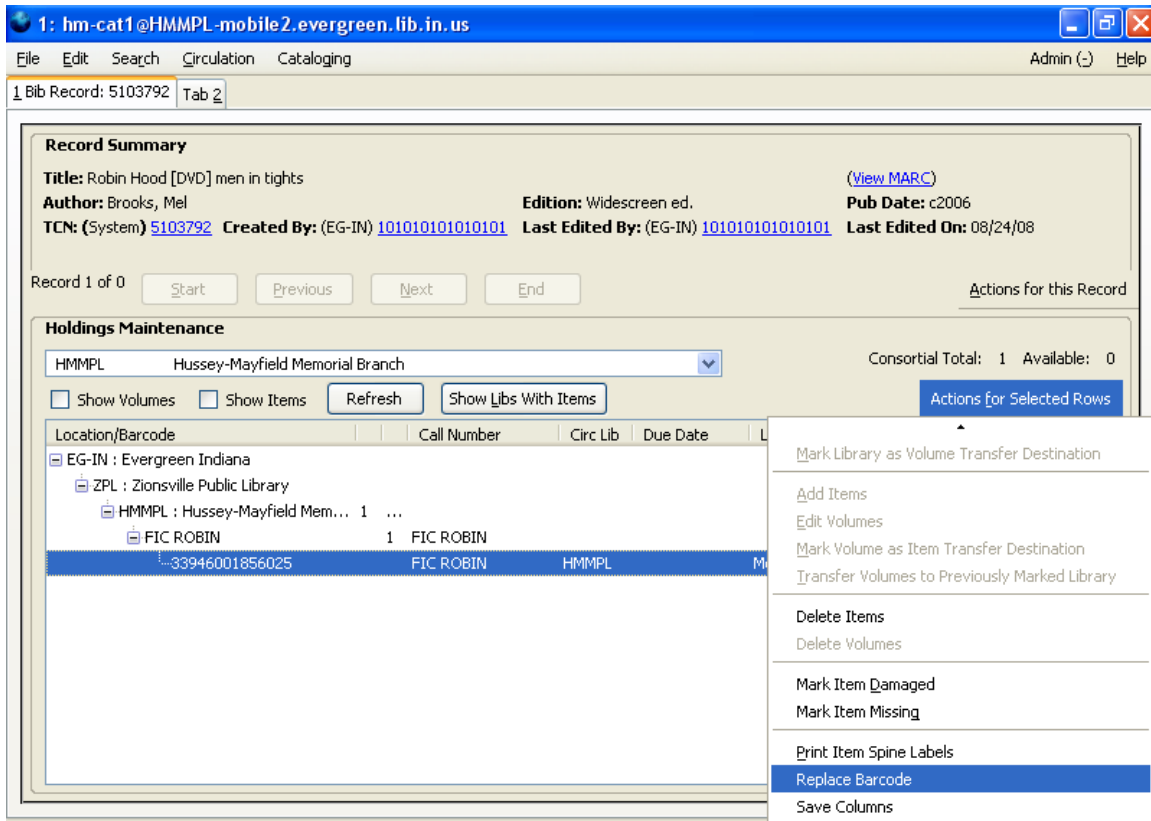
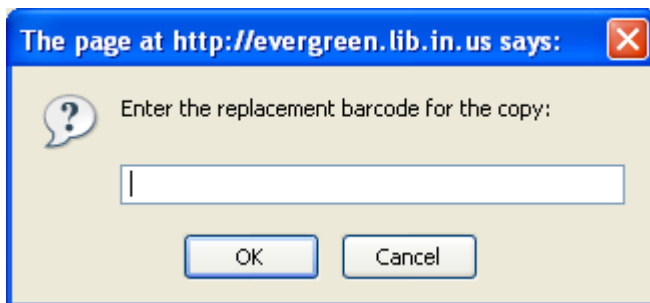


Chapter 20 -- Replacing Barcodes

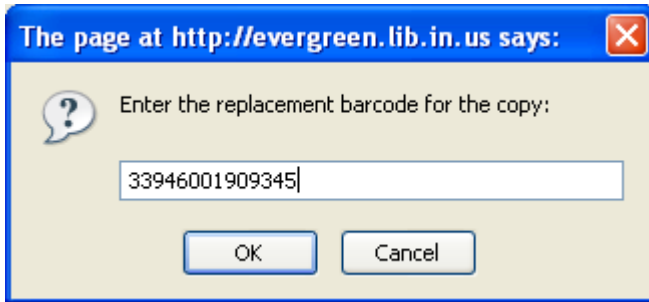
To replace a barcode on an item, bring up the record of the item in Holdings Maintenance view and highlight the barcode line that you wish to replace. Then, under **Actions for Selected Rows (Alt + F)** select **Replace Barcode**.



A dialog box will pop up, asking you to enter the barcode.



Scan or enter the new barcode into the box.



Click **OK**, or press **Enter**.

1: hm-cat1@HMMPL-mobile2.evergreen.lib.in.us

File Edit Search Circulation Cataloging Admin (-) Help

1 Bib Record: 5103792 Tab 2

Record Summary

Title: Robin Hood [DVD] men in tights [\(View MARC\)](#)
Author: Brooks, Mel **Edition:** Widescreen ed. **Pub Date:** c2006
TCN: (System) [5103792](#) **Created By:** (EG-IN) [101010101010101](#) **Last Edited By:** (EG-IN) [101010101010101](#) **Last Edited On:** 08/24/08

Record 1 of 0 [Actions for this Record](#)

Holdings Maintenance

HMMPL Hussey-Mayfield Memorial Branch Consortial Total: 1 Available: 0

Show Volumes Show Items Actions for Selected Rows

Location/Barcode	Call Number	Circ Lib	Due Date	Location	Owning Lib	Status
EG-IN : Evergreen Indiana						
ZPL : Zionsville Public Library						
HMMPL : Hussey-Mayfield Mem... 1 ...						
FIC ROBIN	1 FIC ROBIN				HMMPL	
33946001909345	FIC ROBIN	HMMPL		Movies . 2n...	HMMPL	Damaged

Note that the barcode displayed is now the new barcode.