Chapter 8 -- Changing Call Numbers

The call number cannot be changed from the Copy Editor. To change a call number, bring up the record of the volume you wish to change in the Holdings Maintenance screen. Click on the Volume/Call number line to highlight it. Under Actions for Selected Rows (Alt + f), select Edit Volumes (Alt + E).
The Volume Editor window will open. Your old call number will appear in a box next to your branch abbreviation.

Type your new call number in the box and click **Modify**. Pressing enter will not work.
A dialog box will pop up to tell you the volumes were modified. Click **OK** or press **Enter**.

![Dialog box showing volumes modified.](image.png)

Your new call number will appear on the Holdings Maintenance screen.