





Collection Inventory

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- Define scanning areas
 - Scan areas and upload files
 - Run reports
 - Pull/Fix errors
 - Search for missing
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Define scanning areas

Inventory scanning is our way of:

- making sure all of the books are in order
- identifying which books were lost/stolen
- identifying problematic records
- finding books that were misshelved long ago and lost in the sea of books

Some common errors that we find:

- Mismatch between call number in the system and on the spine label
- Materials that are still checked out
- Materials that were supposed to be pulled/discarded
- Materials that we couldn't find and are labeled as missing or lost
- Materials that were never cataloged when the library went digital
- Barcodes linked to the wrong record

Range	Sections	Start Call #	End Call #	Scanned	Shelf List (web)	Pull/Order List (Web)	Total Barcodes (Web)	# Out of Order (Web)	# Pulls (Web)	Shelf Report Run (Alma)	# 3s (and 5s?) to Alma Pull tab	# Missings Added to Range Set
44	13 to 24	F 1030.7 B55X 2000	F 1057 A84	Finished	Yes	Printed	1139	228		Yes		1 176 (REVIEW?)
45	1 to 14	F 1057 C29	F 1230 T485X 1993	Finished	Yes	Printed	2689	269	11	Yes		25 190
46	1 to 14	F 1230 T487 2000	F 1410 C727 2008	Finished	Yes	Printed	2565	195	12	Yes		9 8:
47	1 to 12	F 1410 C747 1998	F 1446 B54 2007	Finished	Yes	Printed				Yes		8 6:
48	1 to 14	F 1445 G19 1929	F 1938.5 D538 2012 T.3 V.6	Finished	Yes	Printed	3059	343	22	Yes		6 14:
49	1 to 7	F 1938.5 E73X 1989	F 2201 N38X 1967	Finished	Yes	Printed	1582	181	15	Yes		2 3:
49	8 to 14	F 2201 N38X 1968	F 2281 A6 M65 V.2	In Progress								
50	1 to 14	F 2281 A79 C66 2003	F 2536 C77 1972 V.2	Finished	Yes	Printed	2462	205	8	Yes		7 3:
51	1 to 12	F 2536 C77 1972 V.3	F 2646 C86 1957 V.5	In Progress								
52	1 to 14	F 2646 C87 1951 V.1	F 2846.3 R7 K64X	In Progress			2341					
53	1 to 14	F 2846.3 R7 L3	F 3431 V265 V.1									
54	1 to 14	F 3431 V.265 V.1	G 227 I5 2003									
55	1 to 12	G 240 H2 1907 V.1	GB 1225 M4 H5	Finished	Yes	Printed	2742	335	50	Yes		13 11:
56	1 to 14	GB 1225 M7 A7X	GN 2 A27 V.28 PT. 1	Finished	Yes	Printed	2852	194	25	Yes		13 8:
57	1 to 14	GN 2 A27 V.29 PT. 1	GN 360 A2 B32	In Progress								
58	1 to 14	GN 360 A32 1988	GN 741 I85 1989	Finished	Not yet							
59	1 to 12	GN 741 N66	GR 830 D7 J523 2012	Finished	Yes	Printed	959	206	34	Yes		11 6:
60	1 to 14	GR 830 D7 F6 C.2	GV 854.9 C7 C33	Finished	Yes	Printed	1748	341	96	Yes		30 20:
61	1 to 14	GV 854.9 C7 R44X	H 61 C67	Finished	Yes	Printed	3364	370	65	Yes		62 13:
62	1 to 24	H 61 C6793 1992	HA1713 .A735	Finished	Yes	Printed	5554	1158	403	Yes		45 19:
63	1 to 26	HA1713 .A735	HB 144 V443X 1996	Finished	Yes		13276	1121	2121	Yes		15 115:
64	1 to 26	HB 144 W46 2010	HC 51R67	Finished	Yes		5984	552	38	Yes		40 29:

Upload files

Shelf Report Cancel Submit

Inventory ▼

Inventory definition Range Set

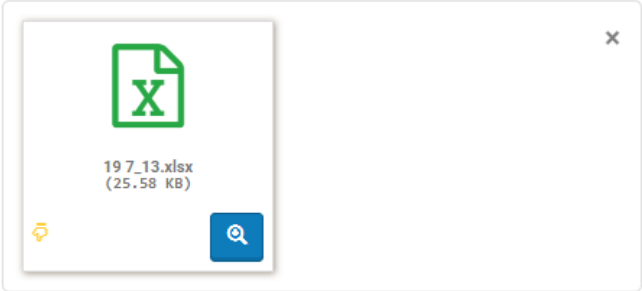
Library Location *

Call number type *

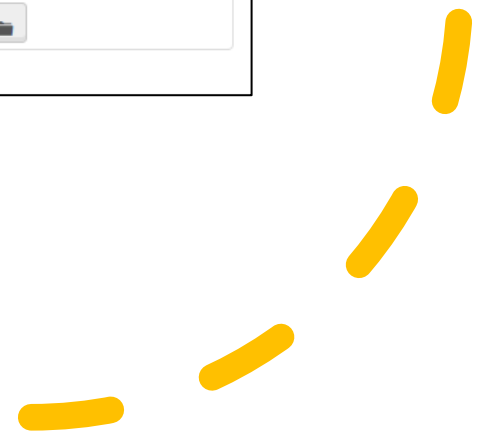
From call number *

To call number *

Select File ▼

File * 

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Pull/Fix errors

E 97.5 A45X 1975	History and present ...	**OUT OF ORDER**Item Currently Between:E 97.5 A35 1995 & E 97.5 A45X 1975 Move item forward 1 spaces	39089001221249		
E 97.5 C64 1993	American Indian chil...	**OUT OF ORDER**Item Currently Between:E 97 C63 1998 & E 97 D45 1993 Move item forward 36 spaces	39089012423354		
E 97.6 C2 P89 1964	Battlefield and clas...	**OUT OF ORDER**Item Currently Between:E 97.6 C2 P89 1964 & E 97.6 C35 M54 1993 Move item back 2 spaces	39089010496980		
E 97.6 C2 P89 1964	Battlefield and clas...	**OUT OF ORDER**Item Currently Between:E 97.6 C2 P89 1964 & E 97.6 C2 P89 1964 Move item forward 1 space	39089010496980		
E 97.6 C2 P89 1964	Battlefield and clas...	**OUT OF ORDER**Item Currently Between:E 97.6 B55 C63 2000 & E 97.6 C2 P89 1964 Move item forward 1 space	39089010497038		
E 97.6 M5 M2	The letters of Eleaz...	**OUT OF ORDER**Item Currently Between:E 97.6 M5 M2 & E 97.6 M5 W62 Move item back 2 spaces	39089006284507		
E 97.6 M5 M2	The letters of Eleaz...	**OUT OF ORDER**Item Currently Between:E 97.6 M5 M2 & E 97.6 M5 M2 Move item forward 1 spaces	39089006284499		
E 97.6 M5 M2	The letters of Eleaz...	**OUT OF ORDER**Item Currently Between:E 97.6 F657 D45 2014 & E 97.6 M5 M2 Move item forward 1 spaces	39089006284499		
E 98 A7 C54 1977	Sacred circles : two...	**OUT OF ORDER**Item Currently Between:E 98 A7 C54 1977 & E 98 A7 C638 Move item back 1 spaces	39089025631043		
E 98 A7 C54 1977	Sacred circles : two...	**OUT OF ORDER**Item Currently Between:E 98 A7 C54 & E 98 A7 C54 1977 Move item forward 1 spaces	39089006573586		
E 98 A7 F4	North American India...	**OUT OF ORDER**Item Currently Between:E 98 A7 F44X & E 98 A7 H243 Move item back 1 spaces	39089000395069		
E 98 A7 F44X	The American Indian...	**OUT OF ORDER**Item Currently Between:E 98 A7 E95 2 & E 98 A7 F4 Move item forward 1 spaces	39089000197564		
E 98 A7 U25	Indian arts in North...	**OUT OF ORDER**Item Currently Between:E 98 A7 U25 & E 98 A7 W32 1989 Move item back 1 spaces	39089010497467		
E 98 A7 U25	Indian arts in North...	**OUT OF ORDER**Item Currently Between:E 98 A7 S84X 2001 & E 98 A7 U25 Move item forward 1 spaces	39089010496972		
E 98 A7 V56 1995	Masterpieces of Amer...	**OUT OF ORDER**Item Currently Between:E 98 A7 W5 & E 98 A73 G75 2000 Move item back 4 spaces	39089012499263		
E 98 C5 R47	Respect for life; re...	**OUT OF ORDER**Item Currently Between:E 98 C5 R47 & E 98 C6 G74X 1989 Move item back 1 spaces	39089018849941		
E 98 C5 R47	Respect for life; re...	**OUT OF ORDER**Item Currently Between:E 98 C5 H3 & E 98 C5 R47 Move item forward 1 spaces	39089002243853		
E 98 C7 P4	A history of the Uni...	**OUT OF ORDER**Item Currently Between:E 98 C7 T4 & E 98 C7 W34 1981 Move item back 1 spaces	39089006284598		
E 98 C7 T4	Traders of the Weste...	**OUT OF ORDER**Item Currently Between:E 98 C7 C65 2014 & E 98 C7 P4 Move item forward 1 spaces	39089006284606		
E 98 C7 W34 1981	Galena and aborigina...	**OUT OF ORDER**Item Currently Between:E 98 C7 P4 & Move item back 1 spaces	39089001916731		
E 98 C76 D48 2000	Determining geologic...	**OUT OF ORDER**Item Currently Between:& E98.C79 P38 2013 Move item back 1 spaces	39089018678241		
E 98 C79 L36 2007	Reachable stars : pa...	**OUT OF ORDER**Item Currently Between:E 98 L3 2991 & E 98 C8 F35X V.1 Move item back 209 spaces	39089020233001		
E 98 C79 P38 2013	An archaeology of th...	**OUT OF ORDER**Item Currently Between:E 98 C76 D48 2000 & E 98 C8 P37 1996 Move item forward 209 spaces	39089026743979		
E 98 C8 F35X V.11	Pennsylvania Conoy c...	**OUT OF ORDER**Item Currently Between:E 98 C8 F35X V.8 & E 98 L3 L34 1999 Move item back 212 spaces	39089006284622		
E 98 C9 E8	Givers of life; the...	**OUT OF ORDER**Item Currently Between:E 98 C9 E8 & E98.C9 K73 1963 Move item back 1 spaces	39089006403784		
E 98 C9 E8	Givers of life; the...	**OUT OF ORDER**Item Currently Between:E 98 C89 S46 2001 & E 98 C9 E8 Move item forward 1 spaces	39089007104274		
E 98 D2 D6	The ghost dance of 1...	**OUT OF ORDER**Item Currently Between:E 98 C9 M3 1962 & E 98 C9 S93 1958 Move item forward 4 spaces**	39089006284671	Pull	
E 98 D2 L6	Dance associations o...	**OUT OF ORDER**Item Currently Between:E 98 D2 L6 & E 98 D2 M55X Move item back 1 spaces	39089006909919		
E 98 D2 L6	Dance associations o...	**OUT OF ORDER**Item Currently Between:E 98 D2 L28 & E 98 D2 L6 Move item forward 1 spaces	39089008500918		
E 98 D6 R35X 1982A	The archaeology of p...	**OUT OF ORDER**Item Currently Between:E 98 D8 R3 & E 98 D9 B97 Move item back 1 spaces	39089004530091		
E 98 D8 R3	The road of life and...	**OUT OF ORDER**Item Currently Between:E 98 D6 H43X 1985 & E 98 D6 R35X 1982A Move item forward 1 space	39089006284705		
E 98 E2 B43 2019	Unfair labor? : Amer...	**OUT OF ORDER**Item Currently Between:E 98 E2 B43 2019 & E 98 E2 H37 2010 Move item back 1 spaces	39089026488542		
E 98 E2 B43 2019	Unfair labor? : Amer...	**OUT OF ORDER**Item Currently Between:E 98 E2 B43 2019 & E 98 E2 B43 2019 Move item forward 1 spaces	39089026488542		
E 98 E2 O75 1999	The other side of th...	**OUT OF ORDER**Item Currently Between:E 98 E2 O75 1999 & E 98 E2 P74 1998 Move item back 6 spaces	39089013843170		
E 98 E2 O75 1999	The other side of th...	**OUT OF ORDER**Item Currently Between:E 98 E6 N37 1996 & E 98 E2 O75 1999 Move item forward 1 spaces	39089013843170		
E 98 E5 O73X 1982	The technique of por...	**OUT OF ORDER**Item Currently Between:E 98 E5 O73X 1982 & E 98 E6 N37 1996 Move item forward 6 spaces	39089004563910		
E 98 E5 O73X 1982	The technique of por...	**OUT OF ORDER**Item Currently Between:E 98 E2 N37 1984 & E 98 E5 O73X 1982 Move item forward 1 spaces	39089004563910		
E 98 E6 K37 1999	The impact of occupa...	**OUT OF ORDER**Item Currently Between:E 98 E2 S45 2006 & E 118 A58X 1992 Move item back 7 spaces	39089014120503		
E 98 E6 N37 1996	Native Americans and...	**OUT OF ORDER**Item Currently Between:E 98 E5 O73X 1982 & E 98 E2 O75 1999 Move item forward 6 spaces	39089013207749		
E 98 E83 H55 2006	From a red zone : cr...	**OUT OF ORDER**Item Currently Between:E 98 E83 L3 & E 98 E85 B375 2011 Move item back 1 spaces	39089025038793		
E 98 E83 L3	The structure of a m...	**OUT OF ORDER**Item Currently Between:E 98 E83 B7 & E 98 E83 H55 2006 Move item forward 1 spaces	39089003270624		
E 98 E85 A48 2006	American Indian rhet...	**OUT OF ORDER**Item Currently Between:E 98 E85 A48 2006 & E 98 F38 S74 2002 Move item back 21 spaces	39089020628069		
E 98 E85 A48 2006	American Indian rhet...	**OUT OF ORDER**Item Currently Between:E 98 E85 V53 1998 & E 98 E85 A48 2006 Move item forward 1 spaces	39089020628069		
E 98 E85 G37 2003	Real Indians : ident...	**OUT OF ORDER**Item Currently Between:E 98 E85 I77 1995 & E 98 E85 H84 2009 Move item back 2 spaces	39089019655925		
E 98 E85 H6218 2008	La cita de VÁFA-cam : ...	**OUT OF ORDER**Item Currently Between:E 98 E85 K56 2013 & E 98 E85 N34 1996 Move item back 3 spaces	39089025159516		
E 98 E85 H84 2009	Mapping the Americas...	**OUT OF ORDER**Item Currently Between:E 98 E85 G37 2003 & E 98 E85 K56 2013 Move item forward 3 spaces	39089024482398		