Withdrawing items so not to show in PRIMO VE (according to Ted’s instructions)

Search for Physical Titles in IZ

A screenshot of a cell phone

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Under Physical dropdown click items Then in title area box **View all holdings**

A screenshot of a computer screen

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In ellipsis choose Associate a PO Line (This is where you will be able to follow Ted’s instructions)

1c. Choose “Associate a PO Line.”  
1d. When the box appears for “Please Select a PO Line” the POL that you do not want to be associated with the holdings will show up.  
1e. Click the X to clear the POL from the box (the box will be empty after you do that).  
1f. Then click the “Update” button and it will unlink the POL from the holdings.

A screenshot of a computer screen

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You can then withdraw the item. Which I did. Withdrew the March issue.

Now, it is time to follow the rest of Ted’s instructions. **Note the POL is 8412-simdb**

3. Re-associate the continuous POL to the holding.  
3a. From the list of hldgs, choose the ellipsis to the right of your holding and select Associate a PO Line.  
3b. Find your POL and click Update.  
3c. This will link the holding and associated items to the POL.

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After you do this, the only ones added should be the new ones showing up.