
Batch deleting ADM records

- **Article Type:** General
 - **Product:** Aleph
 - **Product Version:** 20, 21, 22, 23
-

Description:

We have many ADM records that we would like deleted. They have no items or orders attached. Is there a way to do so as a batch and still retain the bibliographic records?

Resolution:

One thing you do ***not*** want to do is to run p_manage_33 in the ADM library. The article "[Delete Bibliographic Records Including Related ADM/HOL Records \(manage-33\): running in ADM or HOL library](#)" (KB 16384-4982) discusses that issue.

If the ADM's have items attached, then you want to use p_item_11: "Choosing 'Delete' will delete HOL and BIB records which were connected to the items removed, and are now not in use by any item...." See KB 5840.

If there are no items, you can use print-03 / manage-18, as described below.

Use p_ret_01 or p_ret_adm_01 to generate a file of numbers of ADM records you want to delete:

```
000567849ABC50  
001678043ABC50  
001678043ABC50
```

The manage-70 Service, which converts record numbers to different types, may be of use in the preceding.

Then use print-03 / manage-18 to delete these ADM records, as described in the article "[Batch HOL record deletion](#)".

We suggest backing up the ADM doc (z00) and z103 tables with p_file_03 or other means before doing this.

Note: You would never want to delete *bib* records using this method; you would use p_manage_33 for bib record deletion.

- **Article last edited:** 10/8/2013