

## How to suppress electronic collection and all the contained portfolios from publishing?

- **Product:** Alma
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### Question

How to suppress an electronic collection from publishing, i.e. make all the contained portfolios unavailable in the discovery?

### Answer

1. Go to advanced search and search for electronic titles. Use "Electronic Collection ID" as search parameter, and use the Collection ID as the value.
  2. Once you have the list of results, save them as a set.
  3. Run the job "Suppress Bib records from discovery" for this set.
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#### Note

There may be undesired results if a portfolio is part of more than one collection. You might want to check if this is the case in your collection.

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#### Note

Suppressing just the bibliographic record of an electronic collection will not suppress the records of the portfolios within that collection.

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