Weeding Titles in Marketplace

Remove expired or unwanted content from your digital collection
Why weed your digital collection?

Weed your collection to hide:

1. Expired titles
   - Metered access titles with 0 licenses
   - Metered access titles with no time

2. Outdated materials
   - Travel guides
   - Legal materials
   - Medical journals
   - Test prep

*Weeding* permission in Marketplace is required.
Automatically weed expire titles

Create a plan for expired Metered Access titles.

Set additional criteria:
- Titles no longer available for purchase.
- Titles with 0 active holds.
Manually weed or unweed titles

Search for and hide or unhide titles from your digital library.

1. Open the **Weeding** tool.
2. Select **Search collection** to find titles.
3. Check off titles to weed or unweed.
4. Click **Weed Title(s)** or **Unweed Title(s)**.
Weeding

Hide titles in your digital collection by weeding them. You can either set up a plan to weed titles automatically, or make changes to an existing plan.

If you want to restore a weeded title to your collection, you can unweed titles through the Search collection option. Weeded titles may have outstanding holds. Use the Manage holds tool to cancel holds on weeded titles. If your plan is to receive MARC records, you may want to remove records for weeded titles from your catalog.

Automatic weeding plan summary

Your plan will automatically weed titles that meet the selected criteria:
- Titles are expired under any Material Access landing model
- Titles are no longer available for sale
- Titles have no active holds

Notes:
- You can edit your plan at any time by clicking Edit plan.
- Your plan will run daily and hide eligible titles within 24 hours.
- If you want to restore a weeded title to your collection, click Search collection to find and unweed it. Please note your plan will automatically weed your restored titles again if they meet the plan's criteria.

DEMONSTRATION
Unweed titles as you shop
Remove holds on weeded titles

Weeded titles may have holds. Manually remove holds using the Manage holds tool in Marketplace. Users are not automatically notified when a hold is removed.

End user support in Marketplace is required.
Flagging titles

Flag titles from the search results. Include or exclude flagged titles while running a search.
Next Steps

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