

Adding Special Issues

Occasionally you may receive unanticipated or supplement issues of a serial title. In these cases, select the “Add Special Issue” button

- Select the date on which the issue was received
- Choose the type of issue, if applicable (e.g. Basic, Supplement, Index)
- Enter a label
- Click to “Save”

Add special issue ×

Publication date **Type** Basic ▼

Issuance Label Basic
Supplement
Index

The new issue will be inserted into the list of expected issues:

#	<input type="checkbox"/>	Distribution Library	Issuance	Barcode	Publication Date	Status	Date Expected
1	<input type="checkbox"/>	Noble Branch	2019:Apr.		4/1/2019	Expected	4/1/2019
2	<input type="checkbox"/>	Noble Branch	2019:May		5/1/2019	Expected	5/1/2019
3	<input type="checkbox"/>	Noble Branch	2019:Jun.		6/1/2019	Expected	6/1/2019
4	<input type="checkbox"/>	Noble Branch	2019:Jul.		7/1/2019	Expected	7/1/2019
5	<input type="checkbox"/>	Noble Branch	Summer Shearin...		7/1/2019	Expected	7/1/2019

