GLOBALLY RENAMING A SUBFIELD

- 1. Search for the records you wish to change.
- 2. When the list of items comes up, right click anywhere in the list and choose Find...

1. Click Advanced –	Find: Image: Match whole word only Find Next in: <global> Image: Match whole field only Find Next Replace with: Image: Match whole field only Replace / Field only Replace / Field only Image: Match whole field only Image: Match whole field only Replace / Field only Replace / Field only Image: Match whole field only Image: Match whole field only Replace / Field only Replace / Field only Image: Match whole field only Image: Match whole field only Image: Match whole field only Replace / Field only Image: Match whole field only Image: Match whole field only Image: Match whole field only Replace / Field only Image: Match whole field only Image: Match whole field only Image: Match whole field only Replace / Field only Image: Match whole field only Image: Match whole field only Image: Match whole field only Replace / Field only Image: Match whole field only Image: Match whole field only Image: Match whole field only Replace / Field only Image: Match whole field only Image: Match whole field only Image: Match whole field only Image: Match whole field only Image: Match whole field only Image: Match whole field only Image: M</global>	7. Replace All.
6. Execute actions for	Advanced Find Limit search to field occurrence: Limit search to subfield occurrence: Limit search to character positions: Limit search to character positions: Advanced Replace	
each:	 Execute actions for each or match or record or field specified above or subfield specified above Action(s) only (ignore replace expression) Actions rename first occurrence of subfield k in first occurrence of field 852 h Wizard Copy matchin Copy matchin Copy matchin Nove matchin <p< td=""><td>2. Click Action</td></p<>	2. Click Action
5. See page!	e next 4subfield Insert new Insert text	ing i field



