

## My List

This feature allows you to save bibliographic records from various search results for later viewing, editing and printing in different formats. You must be [logged in](#) [1] to My Account to save items to [My List](#) [2]. To request items, see the [request](#) [3] help pages.

### To save records to your list:

From the Titles screen,

1. Select the check boxes next to all records you want to save to your list, on the first search page containing records you wish to save.
2. Click the Add to List button at the top or bottom of the results.
3. A message that the selected records have been added to your list will pop up, and remain on your current search results page.
4. When finished, you can view your list by selecting the My List at the top of the page.

From the detailed record view with holdings information,

1. Simple click Add to List.

### To delete a record from your list:

1. Select the check box next to the record.
2. Click the Delete button.

### To *clear* the contents of your list:

1. Select All records.
2. Click the Delete button.

### To *email/print/export* the contents of your List:

1. Select the records you wish to email/print/export.
2. Click the button to email/print/export.
3. Follow the steps on the next screen.

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Source URL:<https://web.library.yale.edu/help/orbis/myList.html>

### Links

[1] <http://orbis.library.yale.edu/vwebv/login> [2] <http://orbis.library.yale.edu/vwebv/myList> [3] <https://web.library.yale.edu/help/orbis/patronRequest.html>