## Printing a list of Circulation Set titles

(Set "print screen" options using Tip Sheet found here)

1. Open the Display Circulation Sets wizard.

2. Search for "3" (all set ids begin with the number 3)

Search Index: Set ID
4. Display the Circ Set.


5. Print Screen will give you the list of the displayed set in Word document which can be edited and printed.


| Set ID Description | Type |  |
| :---: | :---: | :---: |
| 32612970000918 <br> Harry Potter set | Non-Parental |  |
| Title | Call number | Item ID |
| Harry Potter and the chamber of secrets. | FIC ROW | 32612100084270 |
| Harry Potter and the chamber of secrets. | FIC ROW | 32612300000647 |
| Harry Potter and the goblet of fire / by J.K. Rowling i illustrations by Mary GrandPr.. | FIC ROW | 32612100083900 |
| Harry Potter and the goblet of fire / by J.K. Rowling i illustrations by Mary GrandPr.. | FIC ROW | 32612050045768 |
| Harry Potter and the Sorcerer's Stone | FIC ROW | 32612100083728 |
| Harry Potter and the deathly hallows / by J.K. Rowling; illustrations by Mary GrandPré. | FIC ROW | 32612000100077 |
| Harry Potter and the deathly hallows / by J.K. Rowling; illustrations by Mary GrandPré. | FIC ROW | 32612000100085 |
| Harry Potter and the deathly hallows / by J.K. Rowling; illustrations by Mary GrandPré. | PBFIC ROW | 32612300001447 |
| Harry Potter and the deathly hallows / by J.K. Rowling; illustrations by Mary GrandPré. | PBFIC ROW | 32612300001454 |

Note: For more detailed information or specific questions, use HELP wizard.

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[^0]:    Last Updated Summer 2018
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