

# SHELVES & LISTS



## Shelves

- The shelves in the catalog are an optional tool to let you keep track of your own reading if you want to.
- Shelves allow you to keep track of items that you've borrowed or plan to borrow in the future.
- Shelves are broken out into 3 categories - For Later, In Progress, and Completed.
- For Later acts like a wish list, and In Progress and Completed are for items you're reading now or have already read.
- When adding an item to a shelf, you will have the option to "mark as private" or share with the community.
- You can set privacy preferences for both your shelf content and your activity feed (which includes any ratings or reviews you add).
- Once you have added items to your shelves, you can visit them by going in the account menu to My Collections, and then choose which shelf you want to view.
- You can move an item from one shelf to another or remove it altogether.

The new catalog offers two ways to keep track of books and other items you're interested in: Shelves and Lists. These new features are similar to reading lists in the old catalog, but with more flexibility. Unfortunately, we cannot directly import reading lists from the old catalog to the new. The good news is that you will continue to be able to access your reading lists on the old catalog, it isn't going away.



## Lists

- The new catalog has a feature called Lists. A list is a collection of titles related to a topic or idea of your choosing.
- If you prefer to keep multiple different reading lists, want to share your lists with others, or generally need something a little different than what the shelves offer, then the list tool may be what you need.
- You can create as many lists as you like, add items, and give them a description.
- When you're saving a list, you can choose to make it public or private, but a lot of the list functionality is based on the idea that they are shareable.
- You can add titles from the catalog, or webpage links to a list when you create it. Catalog titles can also be added from a title's details page.
- Remember to publish your list when it's complete. Unpublished lists remain as drafts and are visible only to you.
- An item stays on your list until you remove it or delete the list, even if the library no longer owns a copy of the title.



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