If you would like to make lists of holdings by a certain format available at your library, here’s how you can do it:

1. Open the “Advanced Search” screen using the link above the blue bar.
2. Select your library from the “Location” menu.
3. Select the format you want a list for (e.g. “Book on CD”)
4. Select from the “Search and Sort” menu at the bottom, depending on whether you want a title list or list of most recent items by date.

Because you will get the following message — “YOU MUST ENTER DATA TO SEARCH BY” --if you leave the “Search Terms” box at the top empty, you will have to enter something. Typing * (the asterisk using shift+8 key) in the search box, will retrieve all items in the format and location you have specified (note: titles which start with numerals will appear first).