Sharing Title Lists with Member Libraries

- 1.) Identify the titles you wish to share and add them to a cart
- 2.) Go into the cart and click 'Create Worksheet'



3.) Select the ISBN column and change the format to 'Number'

| F | ile Hor | ne Insert | : Page La | ayout For | mulas Da | ata Revie | ew View | 🖓 Tell r | ne what yo | ou want t | to do | |
|--------|---|-----------------------|-------------------------|----------------------------|----------------------|---------------------------|--------------------------------|------------------------|---------------------|------------|-------------------------------|--------------------|
| Pas | Le Korner Le Korner Le Korner Form | * at Painter | Calibri B I U | • [] • < | • A A | = = = | ≫ · | Wrap Text | Center 👻 | ABC 123 | General No specific format | al Forr α + Tal |
| E1 | Clipboard | | < 🗸 | Font f_x ISBN | rs | | Alignmer | nt | F2 | 12 | Number ISBN | |
| | А | В | С | D | E | F | G | н | I | - | Currency ISBN | |
| 1 2 | Reserve Id beeb9379- | CrossRefIE 2812862 | Title Alaska Nig | Edition hts: Daddy' | ISBN 9.78E+12 | Creator(s) Debbie Ma | Audience/ Adult Fiction | Subject(s) Romance, | Language English | | Accounting | Ler MA |
| 3 4 | 10e55595- 122e3581- | 138198 2102566 | Baby Love Depraved | : Kendrick/ Heart: A Sc | 9.78E+12 9.78E+12 | Catherine Patricia Co | Adult Fiction Adult Fiction | Historical | English English | | Short Date | MA |
| 5 | 66cbed24- fdabee30- | 2543990 2411404 | The Kept V Once a Ra | Voman: Wi ncherA W | 9.78E+12 9.78E+12 | Karin Slaug Linda Lael | Adult Fictio | Mystery, S | English English | | ISBN Long Date | MA |
| 7 | cf77d705-: | 2411412 | What We | Find: Sulliva | 9.78E+12 | Robyn Cai | Adult Fiction | Literature | English | | ISBN Time | MA |
| 9 | | | | | | | | | | G | ISBN | |
| 1 | | | | | | | | | | % | ISBN | |

4.) Select the ISBN column again and remove the decimal points by clicking the 'remove decimal' button two times

| ste | Cut Copy Forma | • t Painter | Calibri B I U | • 11 • 🖽 • 🕹 | | ≫ € ∋ | 🔐 Wrap Tex 🔁 Merge & | kt Center 👻 | Number \$~% * | •00 •00 | Conditional Formatting | Format as | Normal Neutral |
|-------|----------------------|----------------|------------------|---------------------|-----------------|-------------|-------------------------|----------------|------------------|------------|---------------------------|--------------|-------------------|
| Clipt | board | E. | | Font | E. | Alignm | ent | E. | Numbe | er 🗔 | | | |
| 1 | | | < ./ | fr ISBN | d | | | | | Dee | crease Decin | nal | |
| • | | | · • | J. 1501 | • | | | | | Sho | w fewer dec | imal places. | |
| A | | В | С | D | E | F | G | Н | 1 | J | K | L | IVI |
| Reser | ve Id (| CrossRefIE | Title | Edition | ISBN | Creator(s) | Audience/ | Subject(s) | Language | Publisher | Format typ | Format | Lending m |
| beeb9 | 9379- | 2812862 | Alaska Nig | hts: Daddy' | 9781460398678.0 | Debbie Ma | Adult Fictio | Romance | English | MIRA Boo | Kindle Boo | eBook | MA: 26 ch |
| 10e55 | 595- | 138198 | Baby Love | : Kendrick/ | 9780061738524.0 | Catherine. | Adult Fictio | Historical | English | HarperCol | Kindle Boo | eBook | MA: 26 ch |
| 122e3 | 3581- | 2102566 | Depraved I | Heart: A Sc | 9780062325426.0 | Patricia Co | Adult Fictio | Suspense, | English | HarperCol | Kindle Boo | eBook | MA: 26 ch |
| 66cbe | ed24- | 2543990 | The Kept V | Voman: Wi | 9780062430236.0 | Karin Slaug | Adult Fictio | Mystery, | English | HarperCol | Kindle Boo | eBook | MA: 26 ch |
| fdabe | e30- | 2411404 | Once a Rai | ncherA W | 9781459292529.0 | Linda Lael | Adult Fictio | Romance | English | HQN Book | Kindle Boo | eBook | MA: 26 ch |
| | | | | | | | A 1 1. M 1. | | | | | D 1 | A 44 0 C 1 |

5.) Copy all ISBNs (up to 200 at a time)

| F | ile Hon | ne Insert | : Page La | yout For | mulas l | Data Rev | view Viev | w 🗘 Tell | me w |
|-----|--|----------------------|------------------|-----------------------------|-----------------------|-----------|----------------------------|----------------------|---------------|
| Pas | Left Cut Left Copy te ✓ Form Clipboard | • at Painter ⊡ | Calibri B I U | - 11 - □ - ∠ Font | • A A • <u>A</u> • | | l 🇞 ▾ I 🔄 Đĩ Alignma | PWrap Tex Merge & | kt : Cente |
| E2 | | - E 2 | < 🗸 | <i>fx</i> 978 | 14603986 | 78 | | | |
| | Α | В | С | D | | E | F | G | ŀ |
| 1 | Reserve Id | CrossRefI | Title | Edition | ISBN | | Creator(s) | Audience/ | Subje |
| 2 | beeb9379- | 2812862 | Alaska Nig | hts: Daddy' | 97814 | 460398678 | Debbie Ma | Adult Fictio | Rom |
| 3 | 10e55595- | 138198 | Baby Love | : Kendrick/ | 97800 | 061738524 | Catherine | Adult Fictio | Histo |
| 4 | 122e3581- | 2102566 | Depraved | Heart: A Sc | 97800 | 062325426 | Patricia Co | Adult Fiction | Susp |
| 5 | 66cbed24- | 2543990 | The Kept V | Voman: Wi | 97800 | 062430236 | Karin Slaug | Adult Fiction | Myst |
| 5 | fdabee30- | 2411404 | Once a Ra | ncherA W | 97814 | 59292529 | Linda Lael | Adult Fictio | Rom |
| 7 | cf77d705-: | 2411412 | What We | ind: Sulliva | 97814 | 459292475 | Robyn Ca | Adult Fictio | Liter |
| 3 | | | | | | | 1 | | |

6.) Go back into Marketplace and perform an Advanced search

| OverDrive Marketplace | | | |
|--|------------|---------|------|
| SHOP One Copy/One User & Metered Access | Insights 👻 | ADMIN 👻 | CURA |
| Preorder titles () HIDE | | | |
| Must-haves | | | |
| All saved searches | | | |
| Basic search | | | |
| Q Advanced search | | | |
| Insignts | | | |
| OverDrive's top authors | | | |

7.) Paste ISBNs into Advanced search by typing "Ctrl + V"

| Advanced search | |
|---|----------------|
| | SEA To sear |
| Title | Create |
| Series | Editio |
| ISBN / UPC / Cetalog ID [9781460398678 x] [9781460398678 x] [9781459292529 x] [9781459292475 x] | Specie |
| Q | |

- 8.) Slick 'Search' and view the results
- 9.) Copy the URL of the results page

| ← → C Secure https://marketplace.overdr | ive.com/Marketplace/OneCopyOneUserAndMeteredAcco | ess/Search?searchCriteria=%2578%25221D%2522%253A%25220%2 | 522%252C%2522Name%2522%253A%2522%2522 Q 🛱 |
|---|--|--|--|
| Apps O Content Reserve > Salesforce - Unlimited | 🙆 Libby - Library 💥 Confluence 🍟 JIRA 🚙 ADP 💥 | Collection Developm: 📕 Evernote 💥 Endangered Account: 💽 CD R | ecommended Li: 🤛 ReadyTalk Conferenci 🛛 » 📔 Other |
| OverDrive Marketplace | Search | Q | advointage English * Rebecce Payne * Missouri Libraries 20 H CANTS No pinned carts * + Create cart * |
| SHOP | | FEATURED | GE |

10.)Paste the URL into an email or word document

11.)Select the URL, right click, and select 'Link'



12.) Change the 'Text to display' to whatever you want the link to look like

| California Contra | Total And Alexandree | Evample text have | | | | | | |
|--------------------------------|-----------------------|--|--------------|--|--|--|--|--|
| Link to: | Text to display: | Example text liefe | Screen Lig | | | | | |
| و E <u>x</u> isting File or | Look in: | 👔 Documents 🔍 🎦 🕅 | | | | | | |
| Web Page | | ALA 2017 | Bookmark | | | | | |
| æ | Current Folder | April Library Presentations (IL) | | | | | | |
| Place in This | | April Library Presentations (MI) | Target Frame | | | | | |
| Document | | August Library Visits | | | | | | |
| | Browsed Pages | Content Credit | | | | | | |
| * | Pocont Files | Custom Office Templates | | | | | | |
| Create <u>N</u> ew | | July (MN) Presentations | | | | | | |
| Document | | June Library Presentations (IL) | | | | | | |
| E. | Re <u>c</u> ent riles | May Presentations | | | | | | |
| 🔟 | | | | | | | | |
| E-mail Address | Address: | 781459292475%2522%255D%257D%257D%257D&initialize=true&specifyFormats=false 🗸 | | | | | | |

13.)Now you have a nice, short link and you can share it with anyone



14.)Anyone who clicks on that link will be prompted to login to Marketplace and once logged in, they will see all the titles that you wanted to share with them!