I-Search Searching: Selecting Items from Results List and Emailing them in APA Citation Style

After you have done a search and gotten some results you can sort through these items by using the limiters on the left side of the page (full-text, academic journals, date, etc) and/or by relevance to your topic.

Sorting by Relevance and Marking for Displaying and Emailing

Click on the magnifying glass icon to view a description of the document to help decide if it is something you want to read. If it is, click on the folder icon to add to the folder to print or email later.
Click on “Select” to Choose all Listed Items to Email

Choose Email to Email Listed items

Put in email address you wish to send citations, html full-text, and pdfs available to, any subject and message you might want to add.

Choose APA Citation from pull-down citation format menu and then Send

You will receive multiple emails. One email will include citation and html full-text. Available PDFs of articles will come individual emails. If you don’t receive any emails, check you junk mail in case it was rerouted there by your spam filter. What you will get