## Exporting Records

### Connexion browser

To view Connexion browser export preferences:

1. Log on to Connexion browser.
2. Click the General tab.
3. Click the Admin button.
4. Click Export Options. The Preferences screen appears.

### Record Manager

To view Record Manager export preferences:

1. Log on to WorldShare and open Record Manager.
2. Click the Saved Lists button.
3. Click the Export tab.
4. Open an export list.
5. Click the ☰️ icon. The User Preferences dialog window opens.

### Export Destination

<table>
<thead>
<tr>
<th>Export Destination</th>
</tr>
</thead>
<tbody>
<tr>
<td>Export to a File</td>
</tr>
<tr>
<td>Export to a TCP/IP Connection</td>
</tr>
</tbody>
</table>

**Export Destination**

### Export Format

<table>
<thead>
<tr>
<th>Flagged Bibliographic Record Export Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>None - Prompt to select format at time of export</td>
</tr>
<tr>
<td>MARC</td>
</tr>
<tr>
<td>Dublin Core HTML</td>
</tr>
<tr>
<td>Dublin Core RDF</td>
</tr>
</tbody>
</table>

**Export Format**
**Fields to Delete/Exclude Data**

**Fields To Delete On Export**
Enter field tags to delete in exported record. Separate tags with a comma or use a hyphen to show ranges. (e.g. 920, 239-999)

- Bibliographic Record: ________________
- Authority Record: ________________

**TCP/IP Connection Options**

**TCP/IP Connection Options**

- Host Name: ________________  Required
- Port Number: ________________  Required

**TCP/IP Local System User Information**

**TCP/IP Local System User Information**

- Send Logon ID
- Logon ID: ________________
- Password: ********
- Send User ID
- User ID: ________________

**Exclude Data**

<table>
<thead>
<tr>
<th>Tag</th>
<th>Ind 1</th>
<th>Ind 2</th>
<th>Subfields</th>
</tr>
</thead>
<tbody>
<tr>
<td>245</td>
<td>1</td>
<td>0</td>
<td>a</td>
</tr>
<tr>
<td>245</td>
<td>1</td>
<td>0</td>
<td>b</td>
</tr>
</tbody>
</table>

**TCP/IP Local System User Information**

- None
- Logon ID
  - ID: ________________
  - Password: ********
  - Mask password
- User ID
  - ID: ****
  - Mask ID

Logon ID

User ID

Logon ID ________________

User ID ________________

Password ________________