

# Custom Holdings

Composed of **group records** and **path records**.

A **Group record** contains three-character symbols of preferred lenders in a particular category. All of the codes in the group will be used to build lending strings in a random order.

A **Path record** directs you to preferred groups of lenders. The order of the groups in the path is set in the priority you place them in the path.

## Create Holdings Group records

- Log into your OCLC ILL account on the web ([illweb.oclc.org](http://illweb.oclc.org)) and click on the **ILL Settings** tab.
- Choose the **Custom Holdings** tab.
- Click the radio button next to **Create a new custom holdings group**, then click Go to my Choice.
- Complete the group name and description fields.
- Enter the codes of the libraries you wish to have in the group in the Symbols to be Added field. Separate the codes with commas.
- Click **Create Record**.
- Repeat these steps for all of the groups you want to create.

## Create a Holdings Path record

- From ILL Settings~ Custom Holdings click the radio button next to **Create a new custom holdings path**, then click Go to my Choice.
- Complete the path name and description fields.
- Click on the group you wish to add to the path, then click Add.
- Repeat this step to add each group to the path.
- They will be added in the order you choose them. To reorder the path in the right-hand column click on the group you want to move and use the up and down arrows to move it.