



Creating a stored selection containing the combined results of previous stored selections

To create a single stored selection list, by combining multiple stored selections, follow the steps below:

- Retrieve the first stored selection you wish to base your overall stored selection upon
- Go back to the stored selection screen, click **Save** and create a New list with **Add all**
- Retrieve the next stored selection you wish to add to your overall stored selection
- Go back to the stored selection screen, click on the name of the stored selection YOU created in step two, click **Save** and select **Add to Current** with **Add All**. This will combine the first stored selection retrieved with the second, to make one single stored selection, containing details from both selections.
- Continue to repeat the steps outlined above for as many stored selections you wish to combine as needed.

[9.2 Selection tab.](#)

[9.8 Searching for candidates by skills from a vacancy.](#)

[9.9 Looking for records / Keyname look-up.](#)

Back to [Online Users Guide](#)

Back to [Searching](#)

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Last update: **2017/11/16 21:59**

