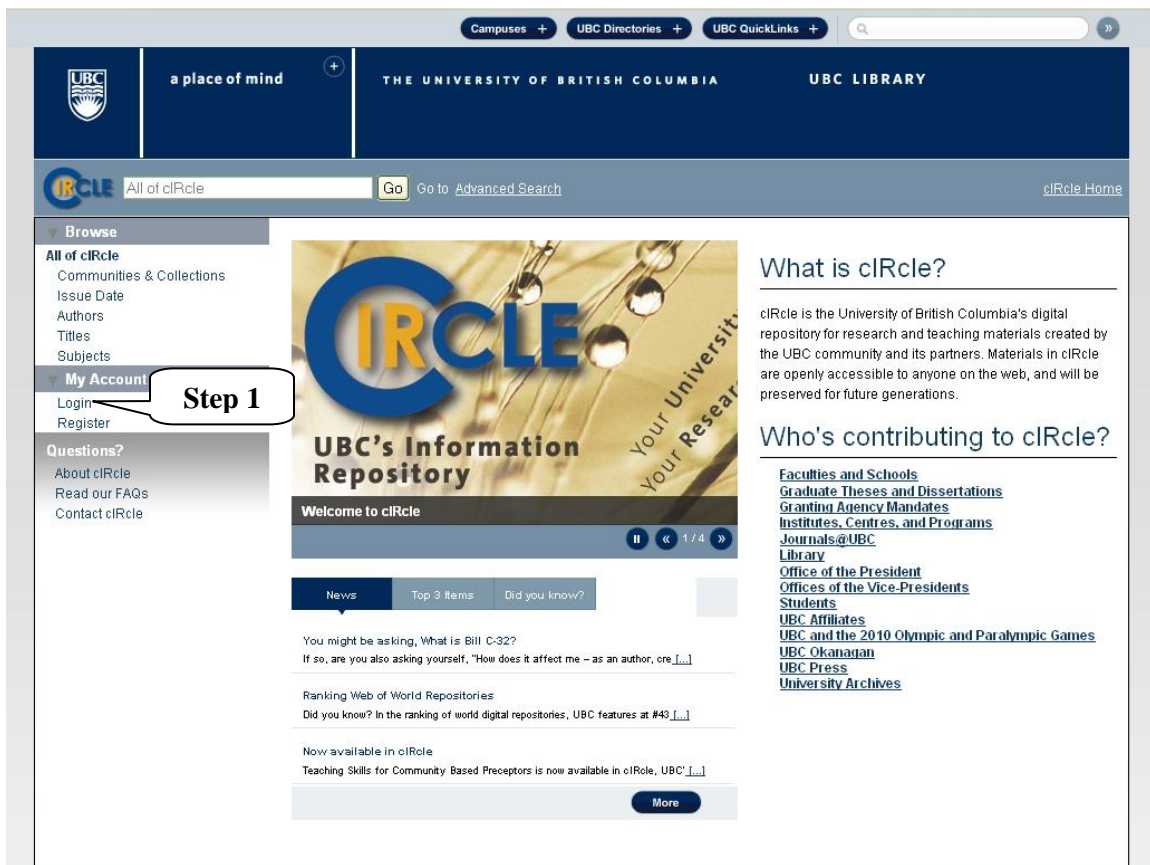[ITEM MAPPER TOOL]
Items can appear in more than one collection. With Item Mapper, you will be able to search for items using by author name and choose to add them to the collection. This tool also allows you to browse items mapped to the collection and remove them.

To Map an Item:

1. On the cIRcle homepage at circle.ubc.ca, click on **"My Account" (Step 1)** in the left sidebar.

2. Once you are logged into your cIRcle account, go to the desired collection page. In the left sidebar under "Context", click on **"Item Mapper" (Step 2)**.

3. Type the name of the author whose work you would like you to have mapped into your collection and click on **"Search Items" (Step 3)**.

4. Click the appropriate box(es) of the desired author (Step 4a) and click on **"Map selected items" (Step 4).**

5. Once the item has been mapped, a notice will appear on your screen stating, "The items were successfully mapped**" (Step 5).**

[Note: To exit/logout of cIRcle, click on "Logout" in the left sidebar.]

To Unmap an Item:
1. To unmap an item, click on "Browse mapped items". Next, click the appropriate box of the author and click on "Unmap selected items". Or, click on "Return" to go back to the previous screen(s).

[Note: To exit/logout of cIRcle, click on "Logout" in the left sidebar.]