

Copy a list of work items

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Neste artigo

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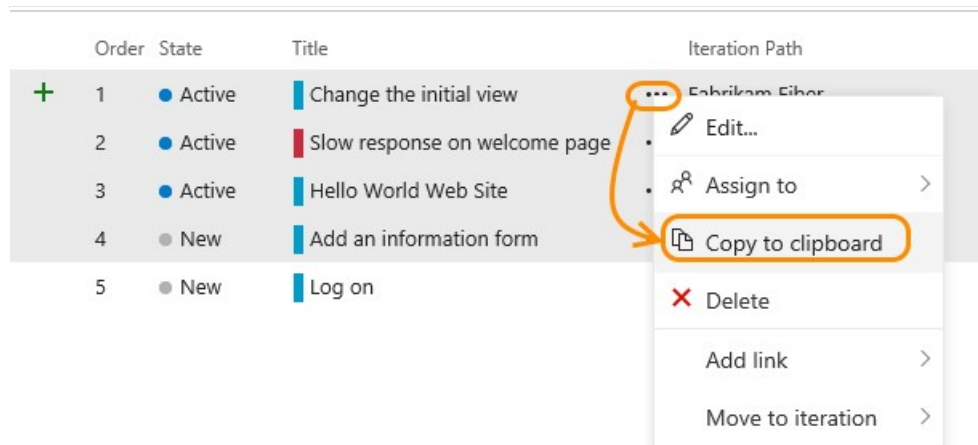
You can copy an HTML formatted table of selected items from either a backlog page or query results list. You can then email this list using your choice of email client, or paste into a Word document, Excel spreadsheet, or other application.

Dica

The data copied with **Copy to clipboard** is the same as that copied when you select **Email**

1. From the web portal, open a backlog or query results page, and [multi-select the work items](#) you want to copy to the clipboard.
2. Open the ... context menu of one of the selected work items, and then choose **Copy to clipboard** or **Copy as HTML**.

Here we multi-select from the product backlog and choose **Copy to clipboard**.



Paste the contents into your email client

Once you've copied your list, you can optionally paste the contents of the clipboard into your email client or other application. To open a linked work item, requires users to have read access to the project or area node for those work items.

The formatted table contains a link to each work item included in your selected results list. A link to a query that will open only those work items selected is also provided.

ID	Work Item Type	Title	State
398	User Story	Cancel order form	Active
468	User Story	Customer account history	Active
391	Bug	Slow response on form	Active
395	Bug	Canadian addresses don't display	New
346	User Story	Add animated emoticons	New

[Open as query](#)

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