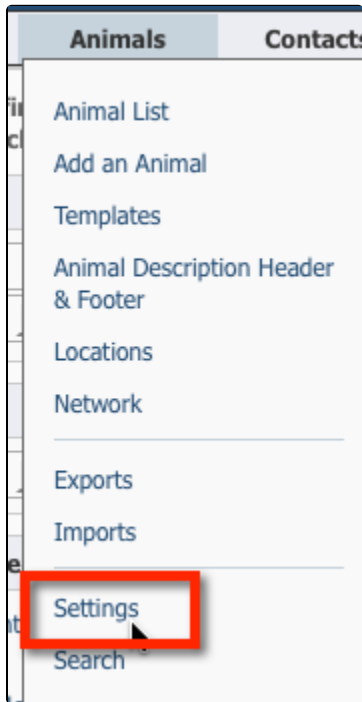# Using the Special Lists settings

The Special Lists feature automatically creates lists of animals that meet certain criteria, for example, Special Needs, Recent Arrivals, Puppies, Kittens, etc.

> ✅ **Where do I find it?**
>
> You can find the **Special Lists** page by going to Animals > Settings then clicking Special Lists.

On this page:

- [Special Needs](#)
- [How to Add Special Lists to a Custom Menu](#)

Related pages:

The following actions are available for Special Lists with the specified service and user roles:

Action	Description	Services	User Roles
Add Animals to Special Lists	Able to add animals to special lists	Data Management Pet Adoption Portal Web Site	Animal Add Animal Admin
Manage Special Lists	Able to change the settings for the special lists	Data Management Pet Adoption Portal Web Site	TODO

The Special Lists are as follows:

Special List	Description
Kittens / Puppies	Enter the age range, like 0/180 for animals 0 days to 6 months old to be shown
Teens	Enter the age range
Adults	Enter the age range
Seniors	Enter the age range
Urgent	Automatically updated from the Highlight field (a highlight of 0 is urgent). See the Highlighted Animals for more information.
Long Time/Must Adopt	Uses the Received Date field from the animal to show only animals that have been in your organization for the specified time
Special Needs	Automatically updated from the Special Needs animal field
Needs a Caretaker (Foster)	Automatically updated from the Needs a Caretaker animal field
Recent Arrivals	This uses the Received Date field from the animal to show only animals received within a certain number of days
Courtesy Listings	Automatically updated from the Courtesy Listing animal field

Special Needs

To automatically add an animal to the Special Needs web page:

1. Enable Special Needs in your Special Lists.
2. When Adding or Editing an Animal, enter in some text in the **Special needs description** in the Additional Notes and Comments section.
3. If the special needs animal also needs a sponsor, you can enable the Sponsorships for that animal. See Animal Sponsorships.

How to Add Special Lists to a Custom Menu

Many of the RescueGroups.org layouts and menus will automatically show links to the Special Lists that you enable using the Default Menu. If you have a Custom Menu you may need to manually add the Special Lists links to your menu.

If you do not see the **Special List** you would like to use in your website menu or in your link list, please see how to Add a Menu Item.

Related:

- Creating Custom Animal Groups
- Automatically Created Animal Webpages

Popular Questions

Topics:

- animals
- animal
- settings

1. 0
   votes
   ## Linking support for an animal to payment
   - **0** answers
   - Andrea Homan
   - Apr 24, 2024
   - animals

2. 0
   votes
   ## How do I get my listings to automatically feed to Facebook?
   - **2** answers
   - Jennifer Myers
   - Mar 20, 2024
   - animals
   - website
   - exports
   - facebook
   - iframe

3. 0
   votes
   ## How can we embed our available or adopted animal data stored in RescueGroups.org for display on an external website service?
   - **4** answers
   - Whiskers & Tails Rescue Foundation
   - Sept 21, 2023
   - Space: Website Service Guide
   - website
   - exports
   - animals
   - toolkit

4. 0
   votes
   ## My Animal List is empty
   - **2** answers
   - Tammy Mullins
   - Feb 06, 2024
   - animals

5. 0
   votes
   ## Requests
   - **0** answers
   - Anita Lowman
   - Feb 19, 2024
   - requests
   - animals

6. 0
   votes
   ## Add a mixed breed choice for dogs
   - **1** answer
   - Richard [RG]
   - Feb 27, 2014
   - requests
   - animals
   - breeds
   - exports

7. 0
   votes
   ## Change default location to "no"
   - **1** answer
   - Alana Woodbury
   - Jan 22, 2024
   - animals
   - exports

8. 0
   votes
   ## What fields is the Asilomar Advanced Animal Statistics report pulling from
   - **0** answers
   - Alana Woodbury
   - Jan 20, 2024
   - animals

9. 0

votes
status

Is there a way to view relationship from the Animal List page?

- **1** answer
- Michelle Caylor
- Dec 08, 2023
- animals

10. 0
votes
status

Can we increase the information exported to Adopt-A-Pet to include relationships?

- **1** answer
- Michelle Caylor
- Dec 08, 2023
- animals
- exports

Have a question about this topic?