

## Journal Alerts

Instructions for setting up Journal Alerts vary depending upon which database is used. Please select one of the following for instructions for setting up alerts.

[EBSCO Alerts](#) (CINAHL, PsycINFO, Business Source Premier, Education Research Complete, etc.)

[ProQuest Alerts](#)

[PubMed Medline Alerts](#)

[Sage Alerts](#)

[Science Direct Alerts](#)

### EBSCO Alerts:

#### Add a Journal Table of Contents Alert in EBSCO databases:

1. Access an EBSCO database (CINAHL, PsycINFO, Business Source Premier, Education Research Complete, etc.) from the library's "Databases A-Z" page:  
<http://depts.alverno.edu/library/dbalpha.html>
2. Click **Sign In** in the upper right corner. If you don't have an account, create one by clicking **Create a New Account**.
3. After you sign in, you should be returned to the database search page. Click **Publications** at the top of the page.
4. In the **Browsing** box towards the middle of the page, enter the name of the journal for which you would like to receive alerts and click **Browse**.
5. Click the journal title link.
6. Click the **Alert/Save/Share** link in the right hand corner.
7. Click **Email alert**.
8. Enter your email address in the "E-mail to" box.
9. Check **Alert on full text only** ONLY IF full text is available for the journal.
10. Click **Save Alert**.

#### Add a Search Alert in EBSCO databases:

1. Access an EBSCO database (CINAHL, PsycINFO, Business Source Premier, Education Research Complete, etc.) from the library's "Databases A-Z" page:  
<http://depts.alverno.edu/library/dbalpha.html>
2. Click **Sign In** in the upper right corner. If you don't have an account, create one by clicking **Create a New Account**.
3. After you sign in, you should be returned to the database search page. Enter your search terms and click **Search**.
4. Click **Alert/Save/Share** on the right above the list of results.
5. Click **E-mail Alert**.
6. Enter your email address in the **E-mail to** box.
7. In **Frequency**, select how often you want the alert to run
8. Click **Save Alert**.

**Subscribe to an RSS Feed in EBSCO databases:**

*Note: These instructions will work on campus at Alverno College only.*

1. Access EBSCO databases at: <http://search.ebscohost.com>
2. Click **Research Databases**
3. To set up an RSS Journal Alert, click **Publications** at the top of the page. Once you have found the desired publication, click the RSS icon () at the left of the publication name. Right click "RSS Feed" URL, then click "Copy Shortcut" for Internet Explorer or "Copy link location" for Firefox. Paste the link into your RSS reader.
4. To set up an RSS Search Alert, click the link for the database you'd like to search. Create and run a search. Click **Alert/Save/Share** at the top of the Results List, then click **RSS Feed** from the resulting pop-up screen. Right click the "RSS Feed" URL, then click "Copy Shortcut" for Internet Explorer or "Copy link location" for Firefox. Paste the link into your RSS reader.

## ProQuest Alerts:

### Add a Journal Table of Contents Alert in ProQuest databases:

1. Access a ProQuest database from the library's "Databases A to Z" page:  
<http://depts.alverno.edu/library/dbalpha.html>
2. Click the **Publications** tab at the top of the page.
3. Click the link for the title of the journal for which you would like to create an alert.
4. Click **Set up alert**, then enter your email address in the "Send to:" box. You can optionally change any other settings.
5. Click **Create alert**.

### Add a Search Alert in ProQuest databases:

1. Access a ProQuest database from the library's "Databases A to Z" page:  
<http://depts.alverno.edu/library/dbalpha.html>
2. Create and run a search.
3. On the results page, click **Create alert**.
4. Enter a name for your alert in the "Name this alert:" box and enter your email address in the "Send to:" box. You can optionally change any other settings.
5. Click **Create alert**.

### Subscribe to an RSS Feed in ProQuest databases:

*Note: These instructions will work on campus at Alverno College only.*

1. Access ProQuest databases at: <http://search.proquest.com>
2. Click **My Research** at the top of the page and sign in.
3. To set up an RSS Search Alert, return to <http://search.proquest.com>, then create and run a search. Click **Create RSS feed** at the top of the Results List. You can optionally change any other settings. Click **Create feed**. Copy and paste the "Your RSS Feed" URL into your RSS feed reader.
4. To set up an RSS Journal Alert, return to <http://search.proquest.com>, then click the **Publications** tab at the top of the page. Find the title of the journal for which you would like to receive alerts, then click the link for the journal titles. Click **Create RSS feed** at the top of the page. Copy and paste the "Your RSS Feed" URL into your RSS feed reader.

## PubMed Medline Alerts:

### Add a Journal Table of Contents Alert in PubMed Medline:

1. Create a "My NCBI" account by following steps 2 - 4. If you already have an account, sign in and proceed to step 5.
2. Click **Sign in to NCBI** in the upper left corner of the PubMed homepage:  
<http://www.ncbi.nlm.nih.gov/PubMed>
3. Click **Register for a NCBI account**.
4. Fill in the NCBI registration form; be sure to include your email address.
5. From the PubMed homepage, click the **Advanced** search link at the top of the page.
6. Use the drop down menu under **Builder** to select "Journal". Enter a journal title (the auto complete feature will suggest journal titles as you type).
7. Click **Search** and a list of citations will appear.
8. Click **Save Search** at the top of the page and the "My NCBI" page will appear. Change the name of the search if you wish and click **Save**. The "Saved Search Settings" page will appear.
9. Use the "Saved Search Settings" page to set up your e-mail preferences.
10. Choose the frequency, format, and number of items. Click **Save**.
11. To view all of your saved searches, click the **My NCBI** link in the upper left corner of the PubMed homepage and look for the "Saved Searches" section of the page.
12. For more information on setting up alerts, see the "Saving Searches (My NCBI)" section of the "Quick Tours" on the "PubMed Tutorial" page:  
<http://www.nlm.nih.gov/bsd/disted/pubmed.html>

### Add a Search Alert in PubMed Medline:

1. Create a "My NCBI" account by following steps 2 - 4. If you already have an account, sign in and proceed to step 5.
2. Click **Sign in to NCBI** in the upper left corner of the PubMed homepage:  
<http://www.ncbi.nlm.nih.gov/PubMed>
3. Click **Register for a NCBI account**.
4. Fill in the NCBI registration form; be sure to include your email address.
5. From the PubMed homepage, enter your search terms in the search box located at the top of the page. Click **Search**.
6. If you are satisfied with your results, click the **Save Search** link located at the top of the page and the "Save Search" page will appear.
7. By default, the name of the search will be your search terms. Change the name if you wish and click **Save**. The "Saved Search Settings" page will appear.
8. Use the "Saved Search Settings" page to set up your e-mail preferences.
9. Choose the frequency, format, and number of items. Click **Save**.
10. You will now receive e-mail alerts with links to all new results for your saved search.
11. To view all of your saved searches, click the **My NCBI** link in the upper left corner of the PubMed homepage and look for the "Saved Searches" section of the page.
12. For more information on setting up alerts, see the "Saving Searches (My NCBI)" section of the "Quick Tours" on the "PubMed Tutorial" page:  
<http://www.nlm.nih.gov/bsd/disted/pubmed.html>

### Save a search as an RSS feed in PubMed Medline:

1. Access PubMed Medline at: <http://www.ncbi.nlm.nih.gov/PubMed>
2. Run a search in PubMed.
3. Click  **RSS** located above the **Search box**.
4. You may edit the **feed name** and limit the **number of items displayed**, and then click **Create RSS**.
5. Click the **XML** icon. For Internet Explorer, right click the **Subscribe to this feed** link, then click "Copy Shortcut". Paste the link into your RSS feed reader. –OR– For Firefox, Select an RSS Feed Reader from the **Subscribe to this feed using** drop-down menu. Click **Subscribe Now**.

## Sage Alerts:

### Add a Journal Table of Contents Alert in Sage:

1. Access Sage from the library's "Databases A to Z" page:  
<http://depts.alverno.edu/library/dbalpha.html>
2. Click **Sign in** at the top of the page. If you don't have an account, create one by clicking the link under "Sign Up".
3. After you sign in, you should be returned to the Sage search page. Hover over **My Tools** on the top toolbar, then hover over **Email Alerts**, then click **Add/edit/delete email alerts**.
4. Scroll down the page to find the title of the journal for which you'd like to set up an alert. Click to check the box under "TOC" for that journal.
5. Click **Save**.

### Subscribe to an RSS Feed in Sage:

*Note: These instructions will work on campus at Alverno College only.*

1. Access Sage at: <http://online.sagepub.com/search>
2. Click **Browse** from the toolbar at the top of the page.
3. Click **Journals by title**.
4. Click the link for the journal title for which you would like to create an RSS feed.
5. Click the **RSS**  tab under the journal title banner.
6. Right click the **RSS** button for **Current issue only** (or any other option), then click "Copy Shortcut" for Internet Explorer or "Copy link location" for Firefox.
7. Paste the link into your RSS reader.

## Science Direct Alerts:

### Add a Journal Table of Contents Alert in Science Direct:

1. Access Science Direct from the library's "Databases A to Z" page:  
<http://depts.alverno.edu/library/dbalpha.html>
2. Click **Login** in the upper right corner. If you don't have an account, create one by clicking **Register**.
3. After you log in, you should be returned to the Science Direct search page. Click **My alerts** on the green toolbar.
4. In the "Journal and book-series alerts" section, click **Add/Delete journal and book-series alerts**. A list of journals and books appears.
5. Hover over the journal title for which you would like to receive alerts, then hover over the grey arrow to the right for that journal.
6. Click **Set alert**.

### Add a Search alert in Science Direct:

1. Access Science Direct from the library's "Databases A to Z" page:  
<http://depts.alverno.edu/library/dbalpha.html>
2. Click **Login** in the upper right corner. If you don't have an account, create one by clicking **Register**.
3. After you log in, you should be returned to the Science Direct search page. Create and run a search.
4. At the search results page, click **Save as search alert** on the light green toolbar.
5. Enter **Name of alert**, then click **Save Alert**.

### Subscribe to an RSS Feed in Science Direct:

*Note: These instructions will work on campus at Alverno College only.*

1. Access Science Direct at: <http://www.sciencedirect.com/science/journals>
2. Find the journal for which you would like to receive alerts, hover over the journal title, then hover over the grey arrow to the right for that journal.
3. Click **Create RSS feed**. Change the name for your RSS feed, if you wish, then click **Continue**. Copy and paste the RSS feed URL into your RSS feed reader. Or if you use one of the RSS Readers listed below the feed URL, click that RSS Reader button.
4. To set up an RSS Search Alert, create and run a search. Click  **RSS Feed** in the light green toolbar at the top of the Results List. Change the name for your RSS feed, if you wish, then click **Continue**. Copy and paste the RSS feed URL into your RSS feed reader. Or if you use one of the RSS Readers listed below the feed URL, click that RSS Reader button.