



# Creating Search Alerts in EBSCO databases

Search alerts can be set up in all **EBSCO** databases. These alerts can be used to notify you when a new article in your area of interest is published. You will receive an email with links to each new article. In many cases, you can read the full article on your computer. Here is an example of how to set up a search alert in an EBSCOhost database.

To set up alerts, you must first create an account for **My EBSCOhost**. Click on the **Sign in** link in the blue menu bar at the top of the EBSCOhost database search page to begin.

From the *Sign in to My EBSCOhost* screen, click **Create a new Account**..

1. Fill in all of the fields on the *Create a New Account* page. You may select the user name and password of your choice. When you have completed the form, click **Continue**.
2. If all the information was accepted, a message appears that provides your user name and password. Click **OK**. You will be automatically logged in as a personal user. Please note the user name and password for future reference.

## Set up a Search Alert:

1. Type in the subject or terms you wish to search in the box (or boxes) at the top of the database page.
2. Click on **Create Alert** to the right of the search boxes.
3. You will be taken to the *Create Alert* menu (see below). If you have not yet signed in to your *My EBSCOhost* account you must do so at this time.
4. Add preferred email address in the **E-mail to** box. Clicking on **RSS Feed** will provide you with a link that may be added to any RSS reader.

**Create Alert**

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Search Alert: "learning communities in higher education Blinn Library Holdings; Full Text on 2015-01-07 03:05 PM"

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**E-mail**

**Subject**

**Hide addresses from recipients**

**E-mail from**

**E-mail format**  
 Plain Text  HTML

**E-mail to**  
 Separate each e-mail address with a semicolon. Leave E-mail to field blank if you do not wish to receive e-mail alerts.

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**General Settings**

**Frequency**

**Articles published within the last**

**Results format**

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**RSS Feed**  
<http://rss.ebscohost.com/AlertSyndicationService/Syndication.aspx/GetFeed?guid=4303066>

[Advanced Settings](#)

- Fill in the requested information and click **Save Alert**. This will create an alert of six months' duration.
- To adjust the alert duration and other options click on the **Advanced Settings** link at the bottom of the *Create Alert* menu. Adjust the desired options on the *Advanced Settings* page (see below) and click **Save**.

Enter information in the fields below. You will be notified each time a new issue is made available on EBSCOhost for the following journal:

Alert Name "Hemingway Review" on 2015-01-07 09:43 AM  
 Date Created 1/7/2015  
 Database Academic Search Complete  
 Interface EBSCOhost  
 Run Alert for Six months ▼  
 Alert Options Alert results format  
 Brief  Detailed  Bibliographic Manager

Limit EBSCOhost access to only the articles sent  
 Alert on full text only  
 Email all alerts and notices  
 Email only creation notice  
 No e-mail (RSS only)

E-mail Properties  
 E-mail Address (please separate e-mail addresses with a semicolon)  
 Hide addresses from recipients  
 Subject  
 Title  
 E-mail [From] address

E-mail Results format  
 Plain Text  HTML  
 Link to TOC page on EBSCOhost  Article links embedded within the e-mail message  
 Include in e-mail  
 Query  
 Frequency

**Save** **Cancel**

- You will receive an email confirmation of your search alert.

**EBSCOhost Alert Notification**

To: [jlapaglia@blinn.edu](mailto:jlapaglia@blinn.edu)  
 Subject: EBSCO Alert: learning communities in the classroom Blinn Library Holdings; Full Text on 2014-11-22 1

The information below provides links to the 11/23/2014 02:29:59 AM Alert run for "learning communities in the classroom Blinn Library Holdings; Full Text on 2014-11-22 10:59 AM" on the Academic Search Complete database with 1 hit(s). Following the links below will bring you to the start of the article or citation.

**Alert Run Date:** 11/23/2014 02:29:59 AM  
**Alert Name:** learning communities in the classroom Blinn Library Holdings; Full Text on 2014-11-22 10:59 AM  
**Database:** Academic Search Complete  
**Number of Hits:** 1

**RSS Feed:** <http://rss.ebscohost.com/AlertSyndicationService/Syndication.aspx/GetFeed?guid=4266528>

Record	Results
1.	<a href="http://bart.blinn.edu:2048/login?url=http://search.ebscohost.com/login.aspx?direct=true&amp;db=a9h&amp;AN=98995355&amp;site=ehost-live">Using Service Learning to Teach Classic Learning Theories. By: Sheaffer, Vicki. Psychology Journal, Dec2014, Vol. 11 Issue 2, p77-82. 6p.</a>

Blinn Library

**E-mail Disclaimer:** This e-mail was generated by EBSCOhost Research Databases for Janice Lapaglia. Neither EBSCO nor the institution from which Janice Lapaglia created this e-mail are responsible for the content of this e-mail.

To retrieve or edit this alert, sign in to My EBSCOhost Research Databases and view your folder. If you were not the creator of this alert, contact Janice Lapaglia with any requested changes.

Please do not reply to this message. For questions regarding your alert please visit <http://support.ebscohost.com/contact/askus.php>.