



EBSCO Journal Alerts

Set up email alerts for your favorite journals available in the library's EBSCO databases...

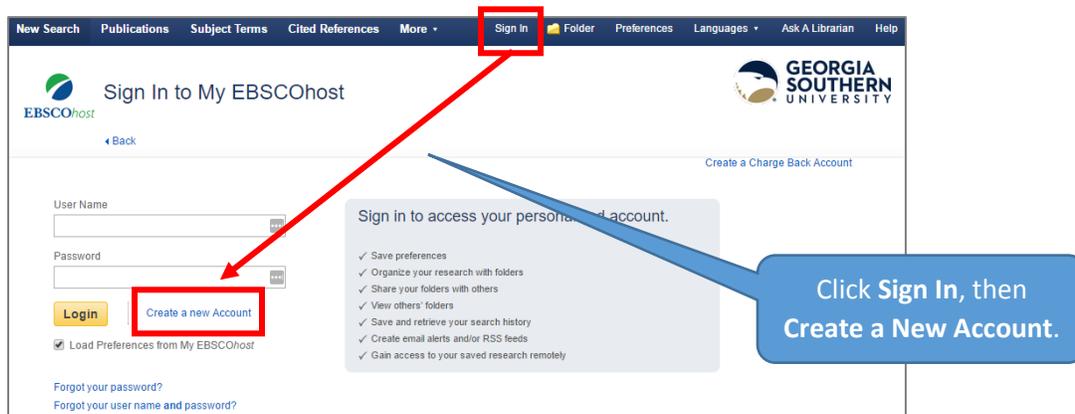
EBSCO Journal Alerts save valuable research time, and can be set up to provide automatic e-mail notification whenever a new issue of a particular journal becomes available in the EBSCO interface you are using. To set up journal alerts, you will first need to create a personal **My EBSCOhost** account. Follow the instructions below to set up your My EBSCOhost account and create new journal alerts.

If you have any questions, please contact the Information Services Desk at (912) 478-5645 or askzach@georgiasouthern.edu.

How to Create a My EBSCOhost Account

You may set up a personal My EBSCOhost account in most of the library's EBSCO databases, including our EBSCOhost databases and *Discover @ Georgia Southern*. Whenever you sign in to any of these interfaces, you will be able to save search results, persistent links to searches, search alerts, journal alerts, and web pages to your personal My EBSCOhost folder. To set up a personal account:

1. From any compatible EBSCO database, click the **Sign In** link in the toolbar at the top of the screen.
2. From the Sign In screen, click the **Create a New Account** link.

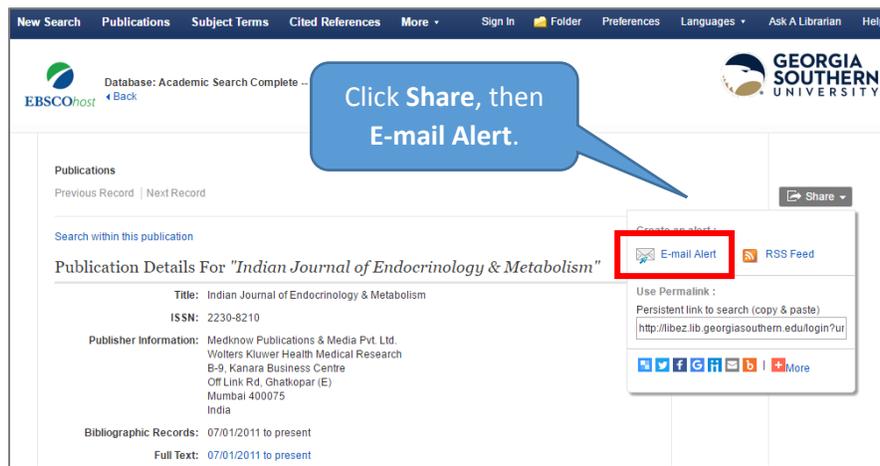


3. The Create a New Account screen appears with Personal Account entered in the Account Type field. Fill in the fields on the Create a New Account screen. When you have completed the fields, click **Save Changes**.
4. If all the information is accepted, a message appears that provides your user name and password. Click **OK**. You will be automatically logged in as a personal user. You should note the user name and password you created for future use.
5. Now, any time you open a compatible EBSCO database, you may log into your personal My EBSCOhost account by clicking on the **Sign In** link at the top of the screen and entering your username and password.

How to Create a Journal Alert from the Publications List

Most EBSCOhost databases such as *Academic Search Complete* and *Business Source Complete* include a **Publications** link in the toolbar at the top of the screen. If so, you can create a journal alert by finding the journal in the publications list:

1. Click the **Publications** link at the top of the screen. The Publications screen displays.
2. To locate the publication, enter the title in the **Browse Publications** field and click **Browse**, or use the **A - Z** links and left/right arrows to browse through the list of titles.
3. From the journal's Publication Details screen, click the **Share** link, and then click the **E-mail Alert** link. If you do not log in to your My EBSCOhost account prior to setting up a journal alert you will be prompted to do so.

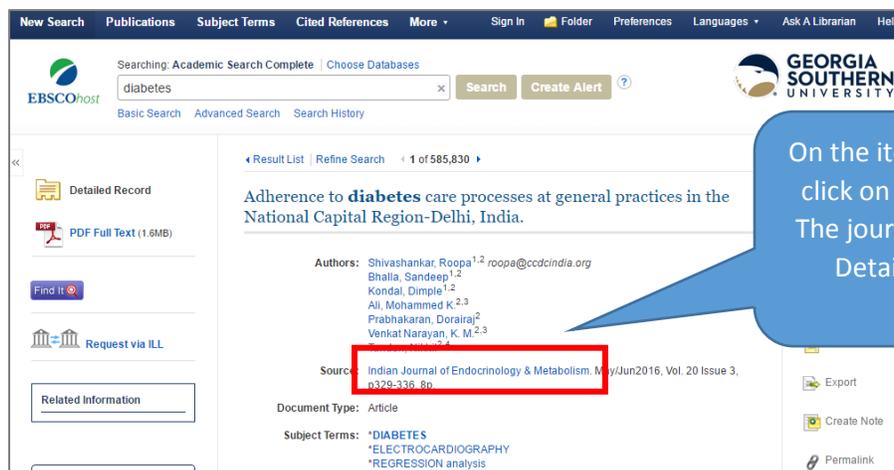


4. The Journal Alert window appears, with the *Subject* and *E-mail from* address automatically filled in.
5. Set your alert parameters and click **Save Alert**. To view all available alert parameters, click the **Advanced Settings** link.
6. Now you should receive an alert email any time a new issue of the journal is added to the database. Before your alert expires, you will be e-mailed and given the opportunity to renew it.

How to Create a Journal Alert from an Item in Your Search Results

Some EBSCO databases, including *Discover @ Georgia Southern*, do not include a **Publications** link in the toolbar at the top of the screen. If so, you can create a journal alert from any item appearing your search results:

1. Click on the title of an item appearing in the journal for which you would like to set up an alert.
2. On the item's detail page, click on the **Source** link. The journal's Publication Details screen appears.



3. Click the **Share** link, and then click the **E-mail Alert** link.
4. The Journal Alert window appears, with the Subject and E-mail from address automatically filled in. If you do not log in to your My EBSCOhost account prior to setting up a journal alert you will be prompted to do so.
5. Set your alert parameters and click **Save Alert**. To view all available alert parameters, click the **Advanced Settings** link.
6. Now you should receive an alert email any time a new issue of the journal is added to the database. Before your alert expires, you will be e-mailed and given the opportunity to renew it.

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