EBSCOhost Alert Tips

Setting up a Table of Contents Alert

1. Go to the Stanford databases page: http://library.stanford.edu/sulapp/databases/index.jsp and search for EBSCO.
2. Click on EBSCOhost.
3. Academic Search Premier has most law school journals and Business Source Complete has business titles (e.g., Journal of Law & Economics, American Journal of Political Science etc.). Many titles are in both databases.
   ♦ To search for a journal in one of the databases, select Title List for the appropriate database.
4. Browse for the journal title by entering all or part of the title in the Publications search box. Click on the feed icon next to the title of the desired journal.
   Alert setup is now complete, and new Tables of Contents will appear in your aggregator when EBSCO adds issues to the database.
5. To receive alerts via RSS feed with no abstracts, copy the Syndication Feed URL that appears into your feed aggregator, or click on it to view the feed and subscribe with your browser.

EBSCOhost Alert Tips

Changing Alert Settings

1. Select Sign in and create a new alert from the alert creation pop-up window in Step 5 above, or click on Sign In to My EBSCOhost in the upper-right corner of the browser window from anywhere in EBSCOhost. Sign in, or create a new account by selecting I'm a new user.
2. Change settings for alert expiration. Alerts can be changed to run for up to one year.
3. Change alert results format. Brief and Bibliographic Manager formats include journal title, article title, author, date, and the name of the database in which the article is available. Detailed format includes the same information as the Brief format, plus abstracts or summaries where available.
4. Change e-mail properties. Alerts can be sent as e-mail instead of or in addition to a feed. E-mail subject, recipient, and sender information can be customized. E-mail alerts can include links either directly to each article, or to the journal’s table of contents.

Reviewing Alerts

1. Sign in to My EBSCOhost.
2. Click on My Folder in the upper right corner.
3. Select Journal Alerts from the options on the left side of the screen (The number in parentheses will vary depending on how many alerts you have set up).
4. A list of your existing table of contents alerts will be displayed, along with
   ♦ when each alert was created
   ♦ a link to display the alert’s syndication feed
   ♦ a link to edit alert settings

About default settings:
♦ Alerts are only available as feeds.
♦ Abstracts will not be included in the alert.
To receive abstracts or set up an e-mail alert, you will need to create and sign in to a My EBSCOhost account.

About RSS feeds
For more information on RSS feeds, see “What is RSS? A basic tutorial introduction to RSS feeds and aggregators for non-technical people from Software Garden, Inc.” at http://rss.softwaregarden.com/aboutrss.html.

About aggregators
Popular free online aggregators:
♦ Google Reader http://www.google.com/reader
♦ Bloglines http://www.bloglines.com/
♦ NewsGator http://www.newsgator.com/