Creating Table of Contents Alerts

The Clark Library recommends you create Table of Contents alerts in one of the 45+ databases available through EBSCOhost since these resources collectively index thousands of journals.

Access the EBSCOhost database that indexes the journal for which you wish to set up an alert. If you are not sure which database to access, ask a Reference Librarian (reference@up.edu, 503.943.7788) for assistance.

In the upper right corner of the screen, choose **Sign In** to access (and create, if needed) a **My EBSCOhost** account.

| Sign In | 📁 Folder | Preferences | Languages ▾ | Ask a Librarian | Help |

University of Portland

EBSCOhost

UP users don't automatically have **My EBSCOhost** accounts (the account is not connected to your UP username and password).

If you have previously created a **My EBSCOhost** account, then enter your username and password (or Sign in with Google)

To create a new account, choose either the **Sign in with Google** button, or, at the bottom of the screen, go to: **Don't have an account? Create one now**. Then fill out the brief form to create your account.

Sign in

G   Sign in with Google

——— Or ———

Username

Password   ☐ Show
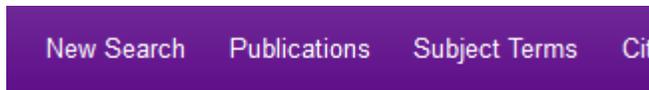
Forgot your password?

Sign in

Don't have an account? Create one now

After logging in to your **My EBSCOhost** account, choose either the **Publications** or the **Indexes** link in the purple bar at the top of the screen (each database will offer one of these links).

If you selected a Publications link:

New Search   Publications   Subject Terms   Cit

Searching: Academic Search Premier

Enter the name of the journal in the search box and choose the **Browse** button.

Publications

Browsing: Academic Search Premier -- Publications

History of Science   Browse

⦿ Alphabetical   ○ By Subject & Description   ○ Match Any Words

Page: Previous   Next ▸ ◀ A B C D E F G H I J K L M N O P Q R S T U V W X Y Z ▸

In the list of search results, choose the link for your journal.

☐ 🟠 History Of Science
Bibliographic Records: 09/01/1993 To Present
Full Text: 03/01/2003 To 09/01/2014
📄 PDF Full Text

☐ 🟠 History Of The Family
Bibliographic Records: 06/01/1996 To Present
Full Text: 06/01/1996 To Present (With A 18 Month Delay)
*Full Text Delay Due To Publisher Restrictions("embargo")
📄 PDF Full Text; 📄 HTML Full Text

On the **Publication Details** page, choose the **Share** drop-down menu and then select **E-mail Alert**.

Publications

◀ Previous Record   Next Record ▸

⤷ Share ▾

Search within this publication

Publication Details For *"History of Science"*

Title: History of Science

ISSN: 0073-2753

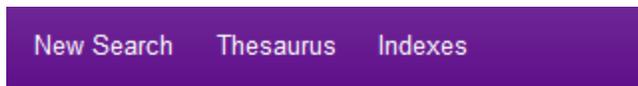Publisher Information: Sage Publications Inc.

Create an alert:

✉ E-mail Alert   🟠 RSS Feed

Use Permalink:

Persistent link to search (copy & paste)

https://login.ezproxy-eres.up.edu/login?

If you selected an Indexes link:

New Search   Thesaurus   Indexes

Searching: **ERIC** | Choose Databases

Choose the drop-down menu next to **Browse an Index**, and choose **Journal Title**, **Publication Name**, or **Source** (different databases will use different names for this index).

Then, enter the name of the journal in the **Browse for:** box and choose the **Browse** button.

Indexes

Browse an Index: Journal Title   [Browse]

Browse for: history of education journal

In the list of results, check the box next to your journal, then select the **Add** button.

Select one or more terms and add to search using: or   [Add]

Term	Records Count
☑ history of education journal	3
☐ history of education quarterly	600

This will add your journal's name to the search box at the top of the page (the ZJ coding will search for this name in the Journal Title field). Choose the **Search** button.

EBSCOhost

Searching: **ERIC**
Choose Databases

(ZJ "history of education journal")

Search ?

Basic Search   Advanced Search   Search History

Search Results: 1 - 3 of 3   Relevance ▾   Page Options ▾   ➦ Share ▾

On the search results page, choose the **Share** drop-down menu and then select **E-mail Alert**.

1. Common Schools Before the " Revival": New York Schooling in

By: Kaestle, Carl F.. **History of Ed** (EJ077577)

Get it @ UP

Add to folder :
📁 Results (1-3)

📁 Add search to folder:
(ZJ "history of education journal")

Create an alert :
✉ E-mail Alert

Alert Settings

On the **Create Alert** page, choose your preferred settings. A few important settings:

If you check the box under **Hide addresses from recipients**, any email addresses will be sent in the **BCC** (Blind Copy) field rather than the **To** field of the email.

Enter your email address in the **E-mail to** box.

E-mail contents – We recommend that you select **Link to individual articles**.

Please note that if you select **Alert on full text only**, some journals may add citation indexing to the database 6-18 months before they add full text.

Choose the **Save Alert** button to finish creating your search alert.

Create Alert ⓘ

Journal Alert: ""History of Science" on 2019-11-22 03:08 PM"

E-mail

Subject	Hide addresses from recipients
EBSCO Alert: History (	☐

E-mail from
epalerts@epnet.com

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.

E-mail contents
◉ Link to table of contents   ○ Link to individual articles

General Settings

Results format
Brief ▾

Alert on full text only
☐

🔘 **RSS Feed**

http://rss.ebscohost.com.ezproxy-eres.up.edu:2048/AlertSyndicationService/Syndication.asmx/GetFeed?guid=6147484

Save Alert   **Cancel Alert**

Note: search alerts will expire after 6 months, however, you will receive an email with information about renewing the alert.

If you have any questions, or if you can't find your journal in an EBSCO database, please contact the Reference Librarians at reference@up.edu (or 503.943.7788).