

## Ovid AutoAlerts

Ovid's **AutoAlert** feature enables you to create a search to be run automatically in the BIOSIS Previews, Current Contents, Ei Compendex\*Plus, INSPEC, and the MLA International Bibliography databases as new records are added to these databases, with the results sent to your email address. This updating feature is often called 'current awareness' or 'selective dissemination of information (SDI)'. Whenever you perform a search in Ovid, you can use Ovid's **Save Search** function to create an AutoAlert.

To create an AutoAlert, you must first have a **Personal Account**. Click on the Personal Account radio button below the search box on the Main Search page and create your account.

### Creating AutoAlerts

To create an AutoAlert, conduct your search in the desired Ovid database and click the **Save Search History** button on the Main Search page. Log in with your Personal Account information. The Save Current Search page displays your Personal Account name near the top.

When the **Save Current Search** page displays, choose the AutoAlert (SDI) Service option.

OVID Save Current Search ? Help

Personal Account Name: **jdickson**

Save Search Main Search Page


**Save Search...**

Save your search in one of the following ways:

- temporarily (168 hours)  
Temporary searches will be deleted automatically when they expire.
- permanently  
Permanent searches exist indefinitely.
- as an AutoAlert (SDI) Service. (AutoAlert (SDI) output format below)  
Autoalerts are executed automatically; see below for more information.

Search Name  
Comment

- Fill in a **Search Name** in the Search Name input box. (**Comment** is optional.)
- Enter your email address in the **Recipient's Email Address** input box.
- If you want the email to include your search strategy, click on the **Include Strategy** check box.
- Select the type of display for the citations by clicking on the appropriate **Report Type** radio button. The options are:
  - *Includes records and a titles display link* – this email notification contains your search results (article citations) and a Titles Display link. By clicking this link, you are taken directly to your search results in a live Ovid session. From this display, you can click on the UC-eLinks icon, e.g., [UC-eLinks](#), to connect to the full text of the article (if available), to library locations and holdings, or to the Request service (interlibrary borrowing).

- *Includes records only* – the email notification contains only your search results (article citations).
- *Includes just a titles display link* – the email notification contains only the Titles Display link. From this display, you can click on the UC-eLinks icon, e.g., , to connect to the full text of the article (if available), to library locations and holdings, or to the Request service (interlibrary borrowing).
- Select the type of citation display (**Fields**) and the **Citation Format** you want your results in. The Citation Format option determines the appearance of the citations. Use the **Complete Reference Fields** display and the **Reprint/Medlars** Citation Format if you want to import your records into bibliographic management software such as Endnote or RefWorks.

Ovid AutoAlerts	
AutoAlerts (SDIs) are searches which are saved permanently for a particular database and are executed whenever the specified database is updated. When they are executed, newly-added documents which match search criteria are emailed to a designated recipient. See "help" for more details.	
Email AutoAlert (SDI) Search Output	
<b>Recipient's Email Address:</b>	<input type="text" value="jdoe@ovid.com"/>
<b>Email Subject:</b>	<input type="text" value="Ovid Citations"/>
<i>Enter complete email address of each desired recipient using the format: username@hostname. Separate multiple email addresses with commas. Do not use any spaces between the addresses.</i>	
AutoAlert (SDI) Output Format	
<input checked="" type="checkbox"/> Include Strategy	
<b>Report Type</b>	
<input checked="" type="radio"/> Includes records and a titles display link <input type="radio"/> Email includes records only <input type="radio"/> Includes just a titles display link	
<b>Fields</b>	
<input type="radio"/> Citation (Title,Author,Source) <input type="radio"/> Citation + Abstract <input type="radio"/> Citation + Abstract + Subject Headings <input checked="" type="radio"/> Complete Reference	
<input type="button" value="Select Fields"/>	
<b>Citation Format</b>	
<input checked="" type="radio"/> Ovid <input type="radio"/> BRS/Tagged <input type="radio"/> Reprint/Medlars	

Finally, press the **Save Search** button.

## Deleting AutoAlerts

To delete an AutoAlert, click on the **Saved Searches** button located below the search box on the Main Search page and select the search(es) you want to delete. Click the **Delete Search(es)** button. A comment box displays, prompting you to continue or cancel deleting.