

## How to create a Journal Alert on an EBSCOhost database:

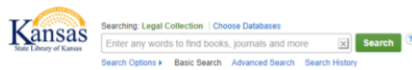
**What is the purpose?** To receive an automatic email alert when a new issue of a specific journal becomes available in an EPSCO host database.

**Why would I do this?** Receiving an automatic alert, eliminates the need to keep checking back for new issues.

**Note:** In order to receive journal alerts, it is necessary to be signed into your My EBSCO host personal folder account, where searches and alerts are saved.

To create a journal alert, (choose an EBSCO host database at the State Library of Kansas' site at <https://kslib.info/221/Online-Databases> .) Then,

### 1. Click **Sign in**

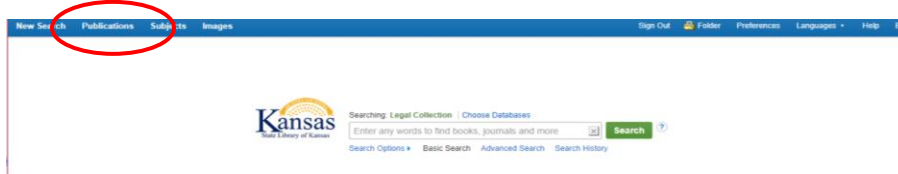


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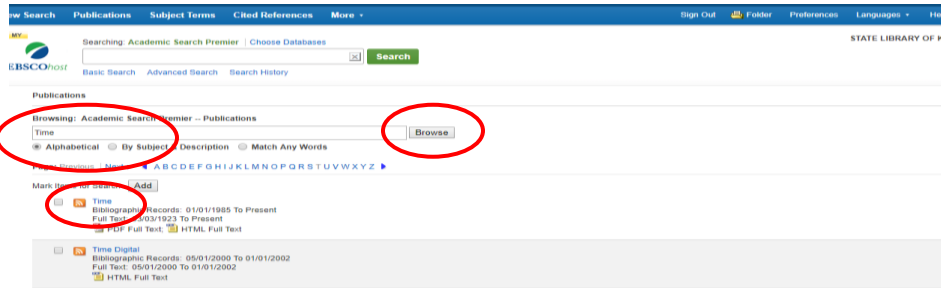
### 2. Enter your **User name** and **Password**, and click **Login**. (Or create a new account.)

A screenshot of the 'Sign In to My EBSCOhost' page. The page has a white background with a blue header. The main content area contains a 'User Name' input field and a 'Password' input field, both of which are circled in red. Below the password field is a 'Login' button and a 'Create a new Account' link. To the right of the input fields is a blue box with the text 'Sign in to access your personalized account.' and a list of benefits: 'Save preferences', 'Organize your research with folders', 'Share your folders with others', 'View others' folders', 'Save and retrieve your search history', 'Create email alerts and/or RSS feeds', and 'Gain access to your saved research remotely'. There are also links for 'Forgot your password?' and 'Forgot your user name and password?'.

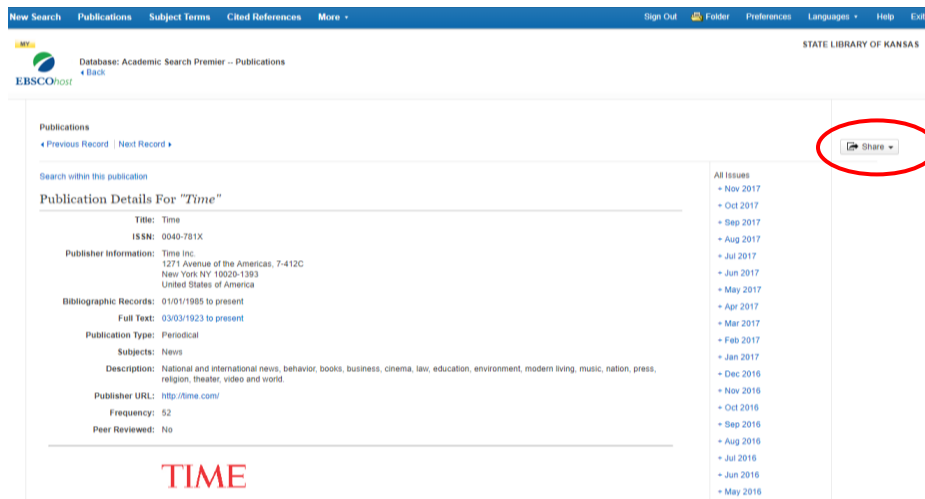
### 3. Click **Publications**



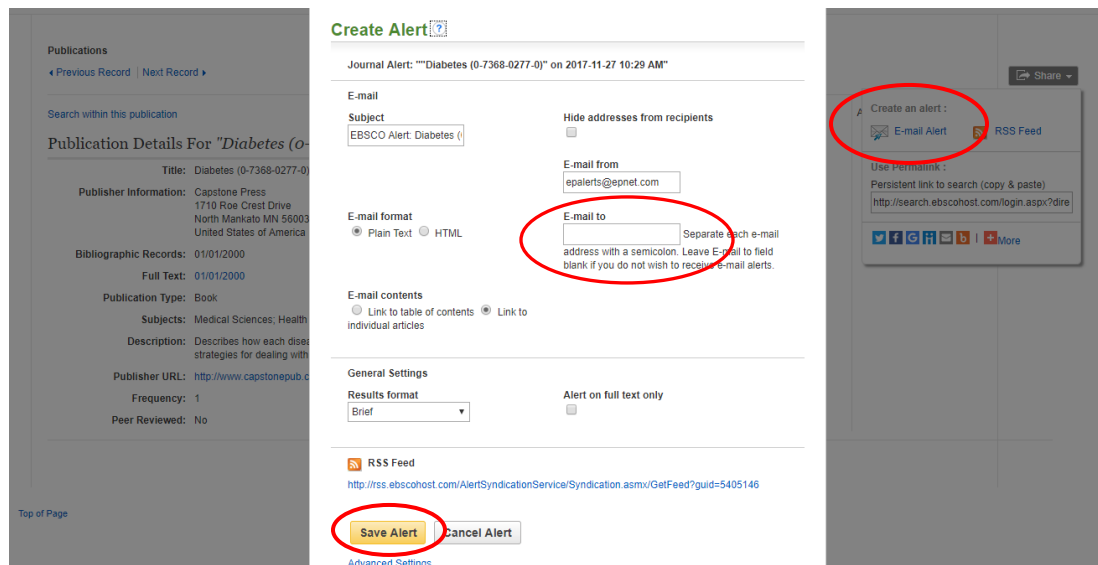
4. Type the **Publication name**, then click **Browse**. Example: **Time**



5. Click the **Time, Title** link



6. Click the **Share** button, on the right.



7. Click **Email Alert**, on the right.

8. Add an Email address.

9. Click **Save Alert**, at the bottom.

An email will be sent when a new issue becomes available.