

OVID AutoAlerts

Ovid AutoAlerts differ from Saved Search Histories in that AutoAlerts run automatically each time a database is updated and any new records on your topic will be emailed to you without any intervention on your part. You may run AutoAlerts manually if you feel you missed an alert (e.g. if you accidentally deleted it from your email box before you reviewed it). AutoAlerts cannot be saved for multi-file searches.

A. Creating An AutoAlert

1. Open the database in which you wish to create an AutoAlert and run the appropriate search strategy so that the results you want will appear in the last set (e.g. Set 5 in this example.) When ready to save the search as an AutoAlert, click on **Save Search/Alert**.

NOTE: Do not use date limits in your search. AutoAlerts will only include new records, so this would not be necessary, and if you included the current year's date, when the New Year comes, new records published in that year would be excluded.

#	Search History	Results	Display
2	limit 1 to aged	1326	DISPLAY
3	exp Geriatric Assessment/	3888	DISPLAY
4	1 and 3	105	DISPLAY
5	2 or 4	1329	DISPLAY

2. Name your AutoAlert and record any comments (optional) and select **AutoAlert (SDI)** as the **Type**. Scroll down further on the page to select setting options. Click on **Save** when finished. NOTE: SDI stands for *selective dissemination of information*.

Search Name: Nutrition Assessment in the E

Comment: CINAHL

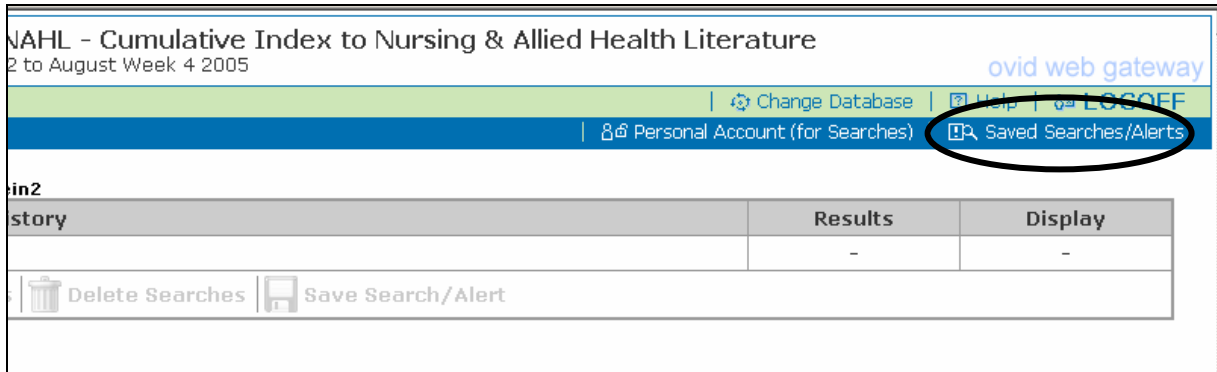
Type: AutoAlert (SDI)

SAVE

AutoAlert Options
Separate multiple email addresses with commas. Do not use any spaces between the addresses.

B. Running An AutoAlert manually.

1. Open the database in which you created the AutoAlert and click on **Saved Searches/Alerts**.



2. If you have not already logged on to your Ovid Personal Account, you will be prompted to do so. After logging on, you will be taken to the **Saved Search** screen. Scroll down to the bottom of the screen to the **AutoAlerts (SDI) Searches** section.

Click to select the AutoAlert you wish to run and select how you wish to run it. **Since last Run** will retrieve only records from the latest update. **Select Update** will allow you to select several update periods generally extending a few months back. Run in **Current Database** will run the AutoAlert strategy against the full database (i.e. you will retrieve older material as well).

After making appropriate selections, click on **Run**.

