

The alerting capability in *ISI Web of Knowledge* enables you to find out how often your work has been cited, as well as to allow you to stay up to date on the impact of your published research. This powerful feature is accessible via the *ISI Web of Knowledge* homepage, where you can log on, create and access a personalized homepage.

From the *ISI Web of Knowledge* homepage*, you can:

- Set up and manage your alerts, easily keeping up with the latest relevant information in your field.
- Link directly to the full record from an HTML alert e-mail

How to Save Search Histories and Create Alerts

You can save a search history locally to your own computer, network or the Thomson ISI server. A locally saved history can be opened and run against updates to the data. Server Save allows you to set alerts and easily open and manage your search histories. This process can be used for both **General** (author, topic, source or address) and **Cited Reference** searches.

To save a search to the Thomson ISI server, follow these steps:

1. Sign in to *ISI Web of Knowledge* via the link on the *ISI Web of Knowledge* homepage. **Note:** If you have not signed in you will be prompted to do so when you attempt to save your search history.
2. Enter and execute the search query or queries you would like to save
3. Go to the **Combine Searches** page or the **Advanced Search** page
4. Click the **Save History** button.

The screenshot shows the 'Advanced Search' page of the ISI Web of Knowledge. At the top, there are navigation tabs for WELCOME, HELP, GENERAL SEARCH, CITED REF SEARCH, STRUCTURE SEARCH, and SEARCH HISTORY. Below the tabs, the 'Advanced Search' section is active, showing 'Selected database(s) and timespan: Databases=SCI-EXPANDED, SSCI, A&HCI; Timespan=1945-2004'. A search query 'Smalley RE' is entered in the search field, and a 'SEARCH' button is visible. To the right of the search field, there are 'Field Tags' (TS=Topic, TI=Title, AU=Author, GP=Group Author, SO=Source, AD=Address, OG=Organization) and 'Booleans' (AND, OR, NOT, SAME). Below the search area, there is a 'Search History' section with a table of saved searches. The table has columns for 'Combine Sets' (AND/OR), 'Results', and 'Delete Sets' (SELECT ALL, DELETE). A search history entry is shown with a checkbox, a search number '#4', a result count of '1,715', and search criteria: '#3 OR #2 OR #1; DocType=All document types; Language=All languages; Databases=SCI-EXPANDED, SSCI, A&HCI; Timespan=1945-2004'. Two callout boxes provide instructions: one points to the search criteria and says 'Your alert will be based on the last search statement you enter. If you want your alert to include records from previously-entered sets, create a final set on the Search History or Advanced Search page.' The other points to the 'SAVE HISTORY' button and says 'Click Save History to save a search history or to create an alert.'

Web of Science®

WELCOME HELP GENERAL SEARCH CITED REF SEARCH STRUCTURE SEARCH SEARCH HISTORY

Advanced Search (See search history below)

Selected database(s) and timespan:
Databases=SCI-EXPANDED, SSCI, A&HCI; Timespan=1945-2004

Search General Search fields only, using 2-character tags. Combine sets using Boolean operators. Nest terms using

Field Tags (General Search only):
TS=Topic
TI=Title
AU=Author
GP=Group Author
SO=Source
AD=Address
OG=Organization

Booleans:
AND
OR
NOT
SAME

Smalley RE [more examples](#)

SEARCH

Full Source Titles List

Search History

Combine Sets	Results	Delete Sets
<input type="radio"/> AND <input type="radio"/> OR <input type="button" value="COMBINE"/>		<input type="button" value="SELECT ALL"/> <input type="button" value="DELETE"/>
<input type="checkbox"/> #4	1,715 #3 OR #2 OR #1 DocType=All document types; Language=All languages; Databases=SCI-EXPANDED, SSCI, A&HCI; Timespan=1945-2004	<input type="checkbox"/>

SAVE HISTORY OPEN SAVED HISTORY

5. Enter a **History Name** and **Description** (optional), then click **Save**. This is where you can also set an alert and modify the alert settings from this page.

Save Search History HELP

Save on the ISI Web of Knowledge Server:
Use this box to save your history to your private account.

Server Save

1. Edit the fields you wish to change.
2. Click "Save" below when done.

Product: Web of Science

History Name: (Required) Enter a History Name.

Description: (Optional)

Number of Search Queries: 4

Send Me E-mail Alerts: (Results of the last query in your history will be e-mailed to you.) To receive an alert based on this search, click the **Send Me E-mail Alerts** check box and enter an e-mail address.

Send to e-mail address:

Alert type:

E-mail format:

Alert query: #3 OR #2 OR #1

Alert editions: SCI-EXPANDED, SSCI, A&HCI;

Email frequency: Weekly Monthly

Click **Save** to save your history to the server.

Save your history to the server

Alert types include Notify Only, Biblio (title, source, author), Biblio + Abstract, and Full Record. **E-mail formats** include Plain Text, HTML (with links to full record) and ISI Research Soft (for import into EndNote, Reference Manager, and ProCite).

6. After reviewing the **Server Save Confirmation**, click **Done**.

Server Save Confirmation

Your search has been successfully saved.

Product: Web of Science

History Name: memory language

Description: memory - language - learning

Number of Search Queries: 4

Send Me E-mail Alerts: Yes

Send to E-mail address: elizabeth.pysar@thomson.com

Alert type: Biblio + Abstract

E-mail format: Plain Text

Alert query: #3 OR #2 OR #1

Alert editions: SCI-EXPANDED, SSCI, A&HCI;

Expiration Date: 01 Jun 2004

E-mail frequency: Weekly

Click **Done** to return to your search session.