ZETOC	
Setting up Alerts	**Zetoc Alert:** **For more information see: http://zetoc.jisc.ac.uk/alertguide.html** This is a current awareness service that sends emails directly to you every time new data is loaded into Zetoc that matches your criteria. You can set up Alerts for the tables of contents from particular journals, for keywords from article titles and for author's names There is no limit on the number of Alerts people can create, although you are restricted to 50 journals or searches in each Alert List. - Click on "**Zetoc Alert**" from the options on the right-hand side of the screen. - You now need to login. - Search for Teesside – if it is not already listed - Enter your ICT username and password and login. To start to create an alert list: - Enter your email address in the box provided. - Give the list a name. - You have the option to include hypertext links, which take you from the Alert email to the full record in Zetoc. - Click on the "Create" button. - You should get confirmation that the list has been created,as well as the date of expiry (12 months from creation). At the bottom of this page you have the choice to "Add Journals" or "Add Searches" to this list. Adding a journal to a list: - You should see a page divided into two. - The right-hand side of the screen is where you choose journals to add to the list. - Locate the journals you are interested in by browsing the A-Z alphabetical list, browsing by subject or entering part of the title.

	• Use the "Add" button by any journals you want. The alert for your list has now been created and when a new issue is published you will automatically be sent the contents page. To add a search click on the "Add Author / Title Searches" button in the left-hand frame. Adding Searches to a List: Enter the details of your search into either or both the "Keywords from Title" or "Author" boxes in the right-hand frame. Click on "Add to List" Modifying alert list details: You can add new journal titles or searches, modify other details or delete the entire alert by clicking on "Zetoc Alert" on the homepage, and selecting the Alert from the pull-down menu by "List Name"
RSS feeds	This enables you to subscribe to feeds for individual journals. This shows new content for that journal. You can subscribe to the feed in various ways, depending upon your chosen RSS reader (e.g. Bloglines or the option in RefWorks). There are many different ways of reading an RSS news feed, allowing the user to select their preferred approach, so it is not possible to provide step-by-step instructions for all users. • Go to the "Zetoc RSS" page, where you will be able to navigate through the list of journals to find the one you wish to select. • From here you can click on the orange "RSS" button beside the journal to come to an XML file that contains information about the journal. • The only thing you need is the URL (web address) in the browser's navigation bar, which you need to copy. You can then paste the URL into the appropriate place via your RSS reader. • RSS readers usually have a button or menu item to add a new feed, and from this link you will be able to paste in the URL of the feed that you require.

	• You may simply paste the URL as the location, and the rest of the information, such as the journal title, will automatically be pulled in.