Keeping up to date (Email)

How do you keep up with current research when so much is being published? Alerting services allow you to receive notifications of new publications by email or by RSS feed.

In this task we will use JournalTOCs, a freely-available service providing access to recent articles from 32,116 journals.

You can set up JournalTOCs to send new tables of contents to you by email or using RSS feeds. In this task we will set up email alerts. However, if you would prefer to receive updates using RSS feeds, please see "Keeping up to date (RSS)".
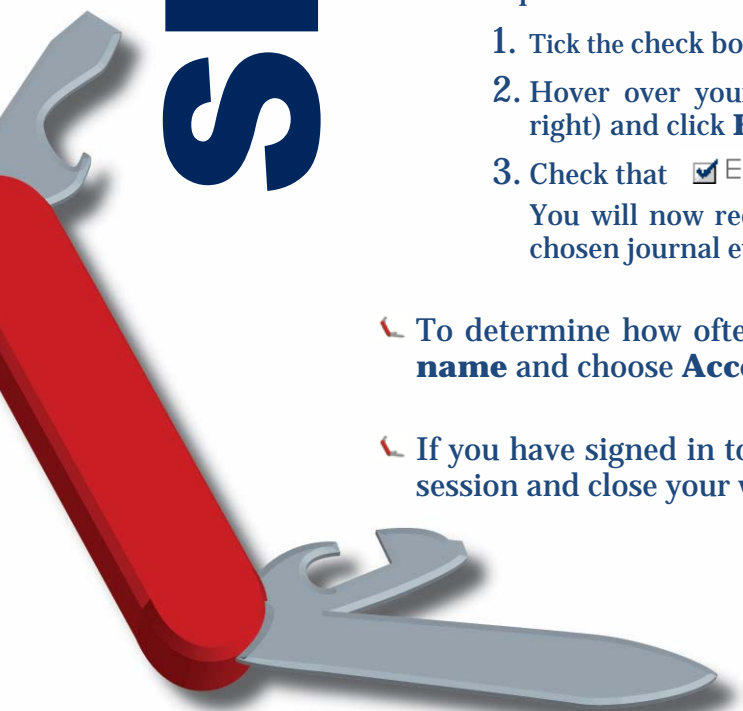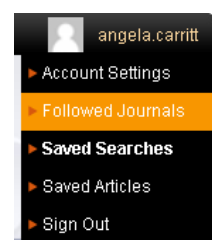
JournalTOCs

JournalTOCs provides access to the most recent Tables of Contents (TOCs) of 32,116 journals from over 3257 publishers.

- Go to JournalTOCs (http://www.journaltocs.ac.uk).

- **Sign up** for a JournalTOCs account (centre screen). Registration is free. Once you have signed, up confirm your email and click **Sign in** in the top right hand corner. Enter the username and password you have just created.

- **Search** for a journal title of your choice.

- Your search results will appear <u>beneath</u> the search box on the left (not in the centre of the screen). Click on a journal title to see the latest table of contents.

  Click the article title to link to full text. Note: viewing of the full text online is dependent on Oxford having a subscription to the journal.

- If you have signed up for a JournalTOCs account (step 1 above) and would like to set up an email alert to receive future tables of content by email:

  1. Tick the check box next to the journal title
  2. Hover over your JournalTOCs **log in name** (top right) and click **Followed Journals**.
  3. Check that

     You will now receive the table of contents for your chosen journal every time a new issue is published.

- To determine how often you receive an email alert, hover over your **log in name** and choose **Account Settings**.

- If you have signed in to JournalTOCs be sure to **Sign out** at the end of your session and close your web browser using the **x** in the top right hand corner.

Research students' Skills Toolkit

Research students' Skills Toolkit

Extra task – Zetoc Alert

There is not time to do the extra task during the Skills Toolkit. If you would like to complete the extra task, please take this handout away.

ZETOC Alerts

Zetoc Alert is similar to JournalTOCs and provides the tables of contents (TOCS) of 34,500 journals subscribed to by the British Library.

- Go to Zetoc (http://zetoc.mimas.ac.uk) and select **ZETOC Alert – Access** on the right.

- Type 'University of Oxford' into the search box, click **Continue** and log in with your Oxford Single Sign-On (SSO) account. This is usually the same as your Oxford email username and password and/or your WebLearn login.

- Enter your **email address**. You also need to add an **optional list name** which will appear as the subject line each time you receive an email alert from Zetoc. Then choose **Create**.

- A confirmation page will appear. Choose **Add Journals**.

- Search for a journal of your choice using the search box on the right or browse the list of subjects.

- Once you have found a useful journal, click **Add**. You will now receive the table of contents of this journal by email each time a new issue is received by the British Library.

- Add some more journals if you wish and then sign out of Zetoc by closing your web browser using the **x** in the top right hand corner.