## Active Alerts - Want to be notified when a new book by your favorite author comes in?

Active Alerts will email you when the library gets an item you want.

Go the library's catalog <u>http://catalog.lmlibrary.org</u> and login using your library card number and password.

If you do not know your password, you can ask at the front desk.

Click on **My Account** in the upper right corner

Click on Active Alerts

Click on Add new Active Alert

If you haven't already chosen a day of the week to be emailed on, then click on the drop-down to choose a day.

You can search by All Headings, Author, Title or Subject.

Select which formats you want. If you only want books, then select Book.

## Start Search When (Date Range)

will start searching items that were added as of 1 month ago by default. You can change it to start searching as far back as two years ago.

You can add a **Publication Year** to limit your results to newer items.

Changing the **Locations to Search** will limit your search to whatever area of the library you choose.





Active Alert Search			
Search Type:			
comedy	Contains ALL of these words	▼ Subject	~
Audio Cassette	CD Book	Book	
		Playaway	
Тоу	Video Cassette	Other	
Music CD	Digital Music	Digital Video	
eReader			
Start Search When? (Dat	e Range):		
1 month ago	~		
Publication Year (Greater	r than):		
1800			
Locations to Search:			
DVD/Video	~		

Click on Save

Your search will run automatically every week on the day you selected.

When we have added what you're looking for into the catalog, you will get an email that looks something like this:

```
Subject: Your Search for "dead in the family charlaine harris"
     From: scf@auto-graphics.com
     Date: 5/9/2010 2:20 AM
      To: ******
                                                                                                ~
Hi ****,
Liberal Memorial Library is pleased to inform you that the following items have been
added to Liberal Memorial Library's collection in the past week. These titles were
identified as a result of the library's automated current awareness service.
Author: Harris, Charlaine.
Title: Dead in the family / Charlaine Harris.
Publisher:
                 Ace Books,
                 2010.
Date:
URL:
http://swkls-verso.auto-graphics.com/openurl/openurl.aspx?agcn=593799&cuid=SWKLS&lid=LICI
                                                                                                -
                                                                                Unread: 0
                                                                                         Total: 519
```