

# INSPEC / Web of Science Saved Searches

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ISI Web of Knowledge (WoK) features a **My Saved Searches** function for Inspec and Web of Science, enabling you to create a search to be run automatically weekly or monthly with the results sent to your email address. Whenever you perform a search, you can use the **Save History/Create Alert** function to save your search history and create an email alert.

To save your history and create an alert, you must first have a **Personal Account** in the ISI Web of Knowledge interface. Click on the **Personal Account** option in the upper right corner of the Main Search page to create your account.

## CREATING ALERTS FOR SAVED SEARCHES

The screenshot shows the Inspec Search History page. At the top, there's a yellow header with 'Inspec®'. Below it, a 'Search History' section contains a table with columns 'Set' and 'Results'. The first row shows '# 1' and '29,274' results for the query 'Topic=(carbon nanotube\*)' in the 'INSPEC' database. To the right of the table are buttons for 'Save History / Create Alert' and 'Open Saved History'. Further right are options for 'Combine Sets' (AND/OR) and 'Delete Sets' (Select All, Combine, Delete).

To create an alert, run your search in the INSPEC database then click the **Search History** link above the result set. If you have more than one search in your search history, delete the sets you don't want saved. Click on **Save History/Create Alert**. If you haven't logged in to your personal account already, WoK will prompt you for your login. You are given two options to save your search; you can save it on the WoK server or on your own computer's local drive (note: this option does not require a personal account).

To save your current search on the WoK server:

The 'Save Search History' form is divided into two main sections: 'Save on the ISI Web of Knowledge Server' and 'Save on Your Workstation'. The first section includes instructions to edit fields and a 'Save' button. It contains fields for 'Product' (Inspec), 'History Name' (required), 'Description' (optional), 'Number of Search Queries' (1), and 'Send Me E-mail Alerts' (checkbox). Below these are fields for 'Send to e-mail address' (oski@berkeley.edu), 'Alert type' (Biblio), 'E-mail format' (Plain Text), 'Alert query' (Topic=(carbon nanotube\*)), 'Alert editions' (INSPEC), and 'E-mail frequency' (Weekly/Monthly). Annotations with arrows point to the 'History Name' field (labeled 'Assign a name to your search'), the 'Send Me E-mail Alerts' checkbox (labeled 'Do you want an email alert? If no, skip this section and click SAVE. If yes, select box and fill out information.'), and the 'Send to e-mail address' field (labeled 'Enter your e-mail address and select preferred Alert type and e-mail format. See below for alert type and format descriptions.'). A 'Save' button is at the bottom of this section.

**Save on Your Workstation:**  
Use this box to save your history to the local drive of your choice.  
[Save ...] Save the history to a local drive. After saving the file, click the "<<Back" link above.

**Alert Types:**

- *Notify only*: sends you notification when the week's results are available.
- *Biblio* (default): sends bibliographic information including authors, article titles, source information, document type, language, and ISSN/ISBN.
- *Biblio + Abstract*: includes bibliographic information and the author's abstract.
- *Full Record*: sends the full article record including bibliographic information, abstract, keywords, address information, and publisher information.

**E-mail formats:**

- *Plain Text* (default): ASCII text file.
- *HTML*: display results in your web browser
- *ISI ResearchSoft*: Field-delimited format for use to import citations directly into bibliographic management software such as EndNote, RefWorks, ProCite, etc.
- *Field Tagged*: Same format as ISI ResearchSoft.

To save your current search on your own workstation:

To save:

- In the **Save Search History** screen, select **Save** under the **Save on Your Workstation** option.
- Rename (default file is named **inspec.history**) and save the file to your preferred drive.

To open a saved search history:

- Click on **My Saved Searches** on the top of the search page
- Under **Open From Your Workstation**, click **Browse** and select the saved search file.
- Click the **Open** button, then **Run** to run the search.

<b>Engineering Library help:</b>	
<b>Circulation Services: (510) 642-3366</b>	<b>Reference Services: (510) 642-3339</b>
<b>Email: <a href="mailto:engi@library.berkeley.edu">engi@library.berkeley.edu</a></b>	<b><a href="http://www.lib.berkeley.edu/ENGI/">www.lib.berkeley.edu/ENGI/</a></b>