

Getting PubMed to Send E-mail Alerts for Articles from Medical Letter

The Medical Letter®
A Nonprofit Organization

Step 1— Get an Account at NCBI at PubMed.

If you already have an account at NCBI, you can skip this step and go ahead and sign in to My NCBI.

1. Go to the Medical Library web page and in the scroll down list of resources click on **PubMed (MEDLINE)**.
2. On the top right hand corner in the box titled My NCBI, click on **Register**.
3. Fill out the form, including an email address, and click **Register**.
4. You should now be signed in and on the main PubMed page.

My NCBI [Sign In] [Register]

The screenshot shows the 'My NCBI' registration page. It includes a 'Table of Contents' on the left with links like 'My NCBI Home', 'My Saved Data', 'Search Filters', 'Preferences', and 'About My NCBI'. The main form has fields for 'Username', 'Password', 'Repeat Password', 'Security Question', and 'Answer'. There are checkboxes for 'Keep me signed in' and 'Remember my username'. A security question dropdown is set to 'Pet's Name'. A CAPTCHA with the characters '6X72Y' is visible. A large text box says 'Remember your username and password.' There is a 'Register' button and a link to 'Or cancel and return home'.

Step 2 — Create a Journal Search for Medical Letter and Save the Search

The screenshot shows the PubMed main page. The search bar contains 'Journals' and 'for medical letter'. There are 'Go', 'Clear', and 'Advanced Search' buttons. The page header includes 'NCBI PubMed' and 'A service of the U.S. National Library of Medicine and the National Institutes of Health'. A 'My NCBI' box in the top right says 'Welcome facultydev1. [Sign Out]'.

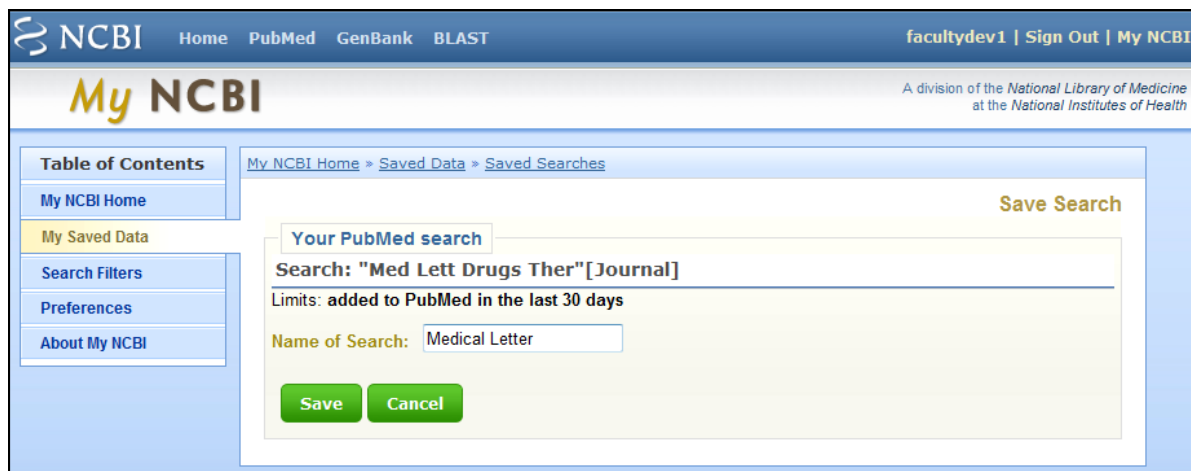
1. On the PubMed main page under **Search**, select **Journals**, and under for type in **medical letter**.
2. In the results, scroll down until you find: The Medical letter on drugs and therapeutics and **click in the check box** next to the number.
3. At the top of the page under **Send To** select **Search box with OR**. The following will come up. →
4. Click **Search PubMed**.

The screenshot shows the PubMed search results page. The search bar contains 'Journals' and 'for medical letter'. There are 'Limits', 'Preview/Index', 'History', 'Clipboard', and 'Details' buttons. The search results show '"Med Lett Drugs Ther"[Journal: __jrid5635]'. There are 'Search PubMed' and 'Clear' buttons at the bottom.

Continued on page 2...

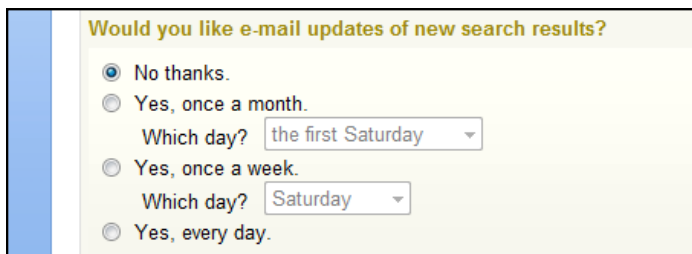
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5. Limit the search to the last 30 days.
 - Click on the Limits tab.
 - On the form under **Dates**, select **Added to PubMed in the last: 30 days**.
 - Scroll down to the bottom of the page and click **GO**.
6. At the top right of the screen, pick [Save Search](#).



7. Change the Name of Search to *Medical Letter*, and click **Save**.
8. The Saved Search Settings page will come up. Under **Would you like e-mail updates of new search results?** Click **Yes, once a month**, and select a day of the month.
9. At the bottom of the page click **Save**.

PubMed will send you the titles of the articles published each month in Medical Letter. This same process can be used to receive a list of articles published in any peer reviewed journal contained in PubMed.



Medical Letter is published twice a month. It usually only has two or 3 articles, many of which are review articles. The list of articles published monthly will likely only be five or so articles. If you are interested in reading any of the titles, you can go to the medical library web page, sign into **EZProxy**, click on the **Drug Information** page and follow the link to the **Medical Letter** and read the current articles in which you are interested.