How to set up an alert for magazines in General OneFile database

1. Go to the Library's database page for magazines and newspapers: tcpl.org/research/databases-magazines.php .
2. Click on **General OneFile** database (Here, you will be prompted to login if you are trying to connect from outside the library. Enter you library card number and PIN. (By default, your PIN is the last 4 digits of your phone number).
3. Once connected to General OneFile, click on the blue "**Sign in**" tab at the top of the page. You will need a separate account for this database in order to create a journal alert. Click on "**New user?**" and follow the instructions to register.
4. Now, click on **Publication Search** (yellow tab at top under logo).
5. Enter the magazine's title.
6. From the results displayed select the title of your magazine. You can now set up a Journal Alert.
7. Click on "**Create Journal Alert**" (under **Tools** on right side of page).
8. Fill out the form with information requested. Select options for frequency and format.
9. Click "OK" when you see the message "Your Journal Alert was successfully created".
10. Results will be mailed to the email address you entered using the frequency and format options you chose when your created the alert. The email alert subject will look like this for "Newsweek": *GALE CONTENT ALERT FOR: Newsweek*. The sender should be galeadmin@cengage.com.
11. When you first set up the alert, check your junk mail and mark these emails "safe."
12. You can click on any title-links in the email and directly connect to the articles.

Note: You can set up Journal Alerts for many *Gale/Cengage databases*. Once you've created an account, you can sign in to any one with the same user ID and password.
- Academic OneFile
- General OneFile
- Health Reference Center Academic
- New York State Newspapers
- Newsstand

See http://tcpl.org/research/databases.php for links.

Some magazines available in full text in either General OneFile or OmniFile include:
- American Woodworker (now Popular Woodworking)
- Curve
- Dance Magazine
- Foreign Policy
- The Humanist
- LINUX for you
- Macleans
- MIT Technology Review
- New Yorker
- Publishers Weekly
- Skeptical Inquirer
- Working Mother

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