

*If you have difficulties accessing alerts or for 1:1 or group training on any aspect of literature searching please contact:*

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**Rowlands Library, Worcester:**

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*Or visit our website at:*

[www.wkp.nhs.uk](http://www.wkp.nhs.uk)

## 2. Creating Journal Table of Contents (TOCs)



Current Awareness Service

Evidence, knowledge, libraries and learning  
for Worcestershire's Health Community



Journal Table of Contents are alerts that you can set up to inform you when a new issue of a particular journal title, either electronic or paper, is available. There are a number of ways in which you can source these. We have included here an academic service designed to save you time because it involves just one registration.

Alternatively you could register separately with a variety of publishers, and information on this is given towards the back of this booklet.

## JournalTOCs

- ◆ The simplest means to creating journal Table of Contents is with **JournalTOCs**.
- ◆ **JournalTOCs** is a searchable collection of almost 25,000 academic journals with new articles notified directly from the publishers as soon they are published online. It is for researchers, healthcare staff, students and anyone who is looking for current papers, published in their chosen field of interest, including international coverage. Provided by Heriot-Watt University, JournalTOCs is a national service, free of charge for individual users.
- ◆ To use the service you will need to register.

Each website will use a variation of a similar format allowing you to search for journals either by subject or title search, or by a keyword search. Remember to select options alerting you to new issues.



Some journals that are well established and leaders in their field will have their own dedicated website, see examples below. Again registration is usually required for you to set up TOC alerts. Look for Sign In/Login options and complete the registration process.

- ◆ **The Lancet**  
<http://www.thelancet.com/>
- ◆ **BMJ**  
<http://www.bmj.com/thebmj>
- ◆ **New England Journal Of Medicine**  
<https://www.nejm.org/nejm-alerts>
- ◆ **Harvard Business Review**  
<https://hbr.org/>

# Publisher TOCs

You can set up direct TOC alerts with different publishers if preferred. This is useful if the journal you wish to follow is not included in the JournalTOC listings.

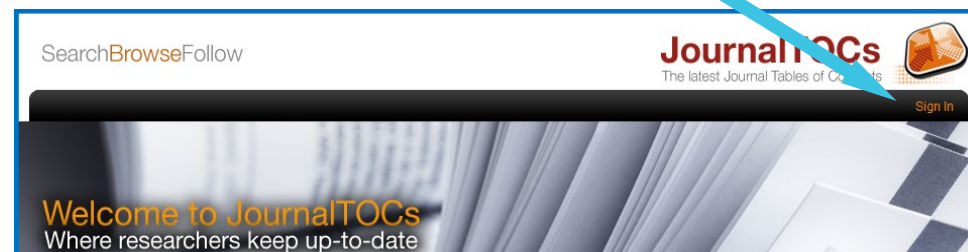
You will need to register separately with each publisher to receive alerts. Your NHS Athens account will not allow you access to TOCs.

Some popular and relevant publishers are:

- ◆ Science Direct (part of Elsevier)  
[www.sciencedirect.com](http://www.sciencedirect.com)
- ◆ Wiley  
<http://onlinelibrary.wiley.com/>
- ◆ Oxford University Press  
<http://www.oxfordjournals.org/en/index.html>
- ◆ Sage  
<http://www.uk.sagepub.com/home.nav>
- ◆ Taylor and Francis  
<http://taylorandfrancisgroup.com/journals/>

1. Go to [www.journaltoCs.ac.uk](http://www.journaltoCs.ac.uk)

2. Click on Sign In



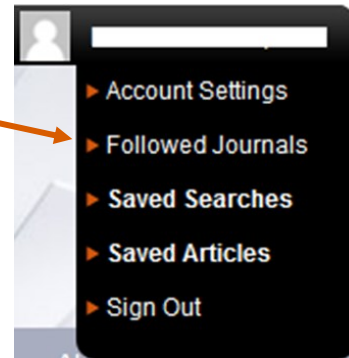
3. To register as a new user click on **Sign In** and complete the registration box. A verification email will be sent, you will need to click on the activation link within this email to confirm registration. Remember the email may go to your spam or junk mail folder.

4. Once you have logged in you can search for specific journal titles, or you can browse journal titles by either publisher or subject area.



5. To follow a journal tick the box next to its name. Clicking on the journal title will provide you with publishing details about that journal.

6. To view the titles you have selected click **Followed Journals** or **HOME** underneath your registration name. Ensure you tick Email Alerts.



**HOME > 5 Followed Journal(s)** *(Journals you Follow)*

Untick a checkbox  to stop following a journal.

- \* **BMJ** ▶ (615 followers)
- \* **Diabetes Care** ▶ (418 followers)
- \* **JAMA The Journal of the American Medical Association** ▶ (903 followers)
- \* **New England Journal of Medicine** ▶ (1293 followers)
- \* **The Lancet** ▶ (1190 followers)

[Save & Export](#)

Email Alerts is On

7. If you are unsure which journals to follow you can search by keyword for articles that may be of interest to you.

- ◆ Type your keyword in the search box and select **For Articles by Keywords** then **Go**.
- ◆ You will see a list of articles containing your keyword. Click on one article for further details such as Journal title and article abstract.
- ◆ You can then follow that article's journal TOC by selecting **View full Table of Contents** then ✓ the **Follow** option.

8. Each time you Sign In to JournalTOCs all the journals you are following will be displayed on the front screen. If you wish to stop following a journal just un-tick the box next to its title.

9. Each journal you follow has icons displayed adjacent to it. The key below will help to decipher them!

Sample of a Followed Journals list:

- Library Hi Tech ▶ (131)
- The Electronic Library ▶ (120)
- Journal of Information Science ▶ (91)
- D-Lib Magazine ▶ (79)
- The Library Quarterly ▶ (78)

Key:

- Open Access
- Subscription
- Partially Free
- Free (Full-text Available)
- Unknown
- New Issue
- RSS web address
- ▶ Homepage