

Dialog® Copyright Search Basics Quick Reference Card

U.S. Copyrights (File 120) provides access to registration details for all active copyright and mask-work registrations on file at the U.S. Copyright Office and includes all copyrights registered or renewed on or since January 1, 1978. There are three types of records in File 120: monographs and serial publications (initial registration and renewal of a work); and legal document records (assignment information, declarations of authorship and security interests).

Note: available copyright file covers U.S. only.

Step 1: Enter your search strategy, then **save alert**.

Step 2: Choose the scheduling of the Alert — based on the file's scheduled Alert updates (**u**) or on a customized schedule (**c**). You may also choose a different frequency for each database in the Alert, as shown here for three databases.

Step 3: Enter **Y** to remove duplicates across databases.

Specify whether to receive an notification if no documents are retrieved.

Step 4: Confirm the Alert information is correct. Edit as necessary by entering a line number.

Enter **s** to save the Alert settings.

Step 5: Enter a name for your Alert.

?b 696,275,647

?s (vpn or virtual(w)private(w)network?)/ti,lp

S1 3621 (VPN OR VIRTUAL(W) PRIVATE(W) NETWORK?)/TI,LP

?save alert

Do you want the Alert run based on a file's Alert Update schedule or on a Custom schedule you set up?

U=Update C=Custom Q=Quit H=Help

?u

If a file has multiple update frequencies, do you want to accept the default or choose file by file?

D=Default C=Choose Q=Quit H=Help

?c

File 696: DIALOG Telecom. Newsletters_1995-2002/Jul 09

Please select: D=Daily W=Weekly

?d

File 275: Gale Group Computer DB(TM)_1983-2002/Jul 10

Please select: D=Daily W=Weekly B=Biweekly

?w

File 647: CMP Computer Fulltext_1988-2002/Jul W1

Please select: W=Weekly M=Monthly

?m

Do you want duplicates removed automatically? Y=Yes

N=No H=Help

?y

Do you want notification even if no documents are found?

Y=Yes N=No

?n

Your alert currently has these settings:

1. Databases: 696 275 647

2. Frequency: When database is updated 696(D) 275(W) 647(M)

3. Run at: When database is updated

4. Dedupe: Y

5. Notify: ONLY when new documents are found(Notify=OFF)
To make a change, enter a line number.

To save the Alert, enter S for Save. Q=Quit H=Help

?s

Enter up to 6 characters for a name. Include at least one letter. Or press ENTER for system-assigned name.

Q=Quit H=Help

?vpn

Step 6: Enter a PRINT command. Be sure to include format (/9) and number of documents (/all or /1-20), the optional ERA* requirements (redist 10) and the specified delivery address (addr myemail).

Step 7: Enter s to save the Alert.

```
Enter a PRINT statement for your Alert. Q=Quit H=Help
?print/9/all redist 10 addr myemail
```

```
Enter the next PRINT command or enter S to SAVE.
Q=Quit H=Help
?s
```

```
Alert "DXVPN" saved
```

Use the EDIT ADDRESS command to set up an Alerts delivery address for e-mail, ftp or postal delivery.

You may choose to create a custom delivery schedule for your Alert. Follow the steps illustrated below in place of **Step 2**.

Step 2 (alt): Choose the frequency of the Alert—when the database is updated (u) or on a customized schedule (c).

To create a customized schedule, enter c. Follow the menu prompts to specify date, day and time (exact time must be specified to use this option). This example sets the Alert to run weekly, on Monday at 5:00 a.m.

```
Do you want the Alert run based on a file's Alert Update
schedule or on a Custom schedule you set up?
```

```
U=Update C=Custom Q=Quit H=Help
?c
```

```
Choose when you want the alert to run: Q=Quit H=Help
```

1. Monthly
2. Twice a month
3. Weekly
4. Daily

```
?3
```

```
Choose the day of week you want the Alert to run:
```

1. Monday
2. Tuesday
3. Wednesday
4. Thursday
5. Friday
6. Saturday
7. Sunday

```
Q=Quit H=Help
?1
```

```
Enter exact hour to run the Alert (e.g, 2pm or 14)
```

```
Q=Quit H=Help
?5a
```