How to Create a Document Citation Alerts
To create alerts, you need to Register for a personal account.
2) You can create **a document citation alerts** to be notified by email of new documents in Scopus that match the search in your alert.
3) Click **set new document citation alert** - to be notified by e-mail of newly loaded documents that cite this document.

4) Enter and run a search.
5) From the Scopus Abstract screen on the right you will see a box that shows the amount of times this particular paper has been cited in Scopus. To be notified when the paper receives additional citations select the **Set Alert** button.
6) Enter information into the appropriate entry fields for the alert:

- In the **Name of alert** field, enter a name for the alert.
- Enter an **E-mail address** for alert notifications. Note: You can also enter email addresses of colleagues. Separate multiple email addresses with a semicolon, comma or space.
- From the **Frequency** drop-down list, select how often you want to receive alert email notices. Note: You do not receive an email if there are no alerts during the frequency you select.
- Select **Active** or **Inactive** as the status of your alert.
- Click **Set alert**. You will receive an email confirmation summarizing all alert preferences you have set.