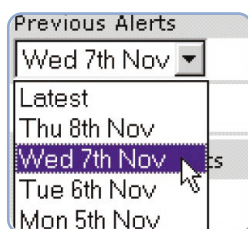


How to use alerts within IDdb

Alerts

Updated daily, IDdb alerts bring you all the latest pharmaceutical industry news. Alerts are arranged by category—drugs, companies, meetings, and patents. There is also a **Personal Alerts** section containing news filtered to your specific requirements. To browse through the different categories of the latest alerts, use the left-hand navigation bar.



Viewing alerts from a previous update

Use the drop-down list to select the date of the alert you wish to view.

In this guide you will find more information on alerts, and the ways you can customize them. Topics covered in this mini guide are:

- Viewing alerts from a previous update
- Using Search Alerts to find a specific word or phrase
- Getting alerts by e-mail
- Setting up and managing Personal Alerts
- An example of how to set up a Personal Alert
- Getting Personal Alerts by e-mail
- Amending Personal Alerts

Searching for a specific word or phrase

Use the **Search Alerts** text box to find news stories containing a single word or phrase. Using a radio button, you can restrict the search to the latest update.

The truncation symbol % is supported, but not Boolean operators.

The truncation symbol is used to indicate that the word entered has been truncated. The search is then expanded to include any further characters or combination of characters that may be found after the root of the word. For example, cele% finds celebrex or celecoxib, etc.



Getting Alerts by E-mail

For each category of alert—drugs, companies, meetings and patents—you can choose to **Get Alerts by e-mail**.

Simply click on the link and choose the frequency you wish to be e-mailed. Ensure that the e-mail address is correct in the **Send to** box and click confirm to activate. You will then receive an e-mail with links to all the alerts in that category at the frequency chosen.



Note: You can send e-mail alerts to friends or colleagues by inserting their e-mail address in the address box provided.

www.iddb.com

How to use alerts within IDdb

Setting up Personal Alerts

You can choose to personalize the alerts service, thereby filtering the news to only receive alerts on specific topics. The **Personal Alerts** option allows you to receive notice of new alerts by e-mail. To set up **Personal Alerts**, click on the **Create** button.



- **Personal Alert** profiles can be formed from a combination of topics, index terms, and/or free text
- Topics broadly categorize the content of alerts. Each alert is assigned one or more topics
- Use the list of topics to select terms to define your alert profile
- The **Actions**, **Indications** and **Technologies** terms are chosen from the indexes that are presented in a hierarchy



When you choose a broad term, you will automatically retrieve stories classified by any narrower term; e.g. selecting the indication term 'respiratory diseases' will retrieve items about drugs indicated for asthma.

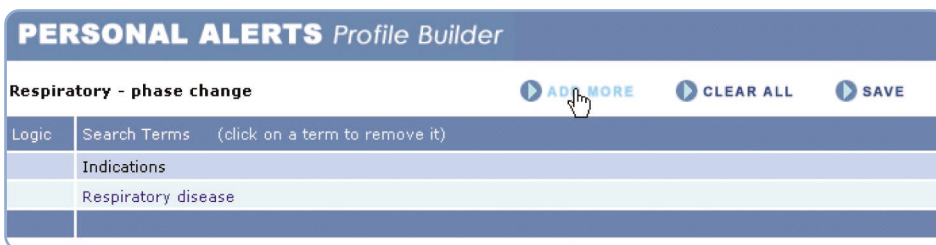
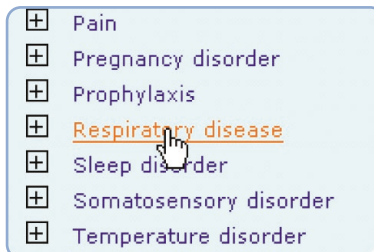
Clicking next to the broad term will expand out the hierarchy to allow the selection of more specific index terms. Alternatively, you can search for index terms by entering a term in the **Look Up** box and pressing **Enter**. Clicking on the term you want will add it to the **Personal Alert Profile Builder**.

The **Companies** and **Drug Names** options can be used to look up company and drug names to add to the **Personal Alert Profile Builder**. Enter a name in the **Look Up** box and press **Enter**. This will bring up a list of companies or drugs containing the name entered. Click on your chosen name to add it to the alert profile.

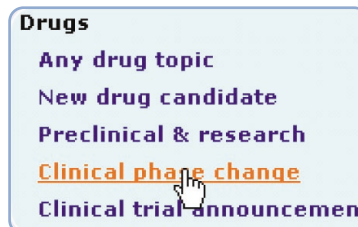
The **Alert Topics** index can be used to choose which type of news story you are interested in.

Example: Set up a **Personal Alert** to find news stories discussing any clinical phase change for drugs indicated for respiratory diseases.

- Click on **Create**
- Then click on **Indications**
- Look down the list and click on **Respiratory Disease** to add it to the alert profile
- Click on **Add More** to add further terms. This returns you to the **Create Personal Alerts** menu



- Next click on **Alert Topics** and then click on **Clinical phase change** to add this to the alert profile
- To remove any term from the alert profile simply click on it. To remove all the terms click on **Clear All**



- Clicking on **Save** will prompt you to enter a name for your profile. After this has been done, click on **Confirm**
- You will go to your **Personal Alerts** page and the results of the new **Personal Alert** will be displayed. To access the full story simply click on the title of the alert



Getting Personal Alerts by E-mail

- To set an e-mail update of your **Personal Alert**, click on **Manage Alerts by e-mail**
- A list of all your saved **Personal Alerts** will be displayed. Use the drop down list to choose daily, weekly, or monthly e-mails

MANAGE PERSONAL ALERTS					SAVE ALL CHANGES
Delete	No.	Search name	Hits	Last run	Email update
<input type="checkbox"/>	225	Respiratory - phase char			DAILY

The e-mail will provide the titles of any relevant alerts found. Simply click on a title to go directly to that particular story. Alternatively, you can use the **View Alerts** link at the bottom of the e-mail to view all the stories.

If you are not currently logged in to *IDdb*, you will be prompted to do so.

Amending Personal Alerts

Manage Alerts
<input type="radio"/> EDIT
<input type="radio"/> DELETE
<input type="radio"/> BY EMAIL

To edit any of your **Personal Alerts**, select the **Edit** option in the **Manage Alerts** box. On the **Manage Alerts** page you will be able to edit the alert by clicking on the relevant alert number or change the frequency of your e-mail alerts. To delete any of your **Personal Alerts** check the box next to the alert under the **Delete** heading. It is important to remember to use the **Save All Changes** button after making any changes.

E-mail if Updated

For both **Drug Reports** and **Company Reports**, you can choose to be sent an e-mail each time the report is updated. This can be useful in tracking the progression of a drug through the various clinical phases, or keeping in touch with a chosen company's pipeline.

Click on the **E-mail If Updated** link and make sure the e-mail address is correct. This can be your own e-mail address or that of a colleague.

Then simply use the check boxes to select which changes to the report you wish to be notified of, and click **Confirm**.

Related information
<input type="radio"/> COMPANY
<input type="radio"/> REFERENCES
<input type="radio"/> NEWS
<input type="radio"/> PATENT
Actions
<input type="radio"/> COMMENT
<input type="radio"/> EMAIL IF UPDATED

Reference added
<input type="checkbox"/> Literature evaluation added
<input type="checkbox"/> Indexing updated
<input type="checkbox"/> Licensing information updated
<input type="button" value="CONFIRM"/>

If you need help in using *IDdb*, we are only a phone call or a quick e-mail away. We operate customer support help desks in London, Philadelphia, and Tokyo, and we look forward to hearing from you.

Europe, Middle East, and Africa
+44 (0)20 7344 2999
TS.support.emea@thomson.com

North America
+1 800 336 4474, extension 1591
+1 215 386 0100, extension 1591
TS.support.americas@thomson.com

Japan
+81 (0)3 3538 2531
TS.support.jp@thomson.com

Asia Pacific
+65 6879 4118
TS.support.asia@thomson.com



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