

# How to Use Google Alerts

5-Minute Genealogical Hint

JGSCV

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# What is a Google Alert

Google Alerts is a service that generates search engine results, based on criteria provided by you, and delivers the results to your e-mail account.

Source: <http://www.wikihow.com/Use-Google-Alerts>



# How To Start a Google Alert

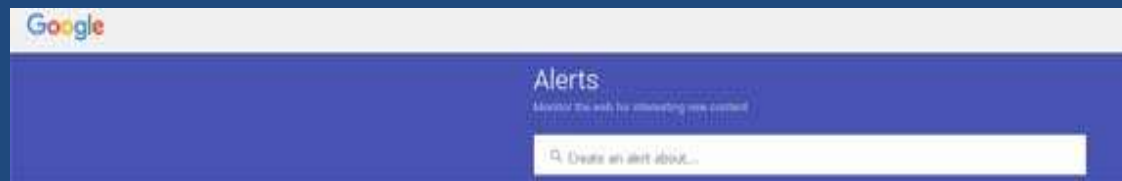
- Open your web browser
- Type in Google Alerts into the search engine
- Or go directly to:



[https:// www.google.com/alerts](https://www.google.com/alerts)



# Enter Your Search



Type in name of what  
you are searching



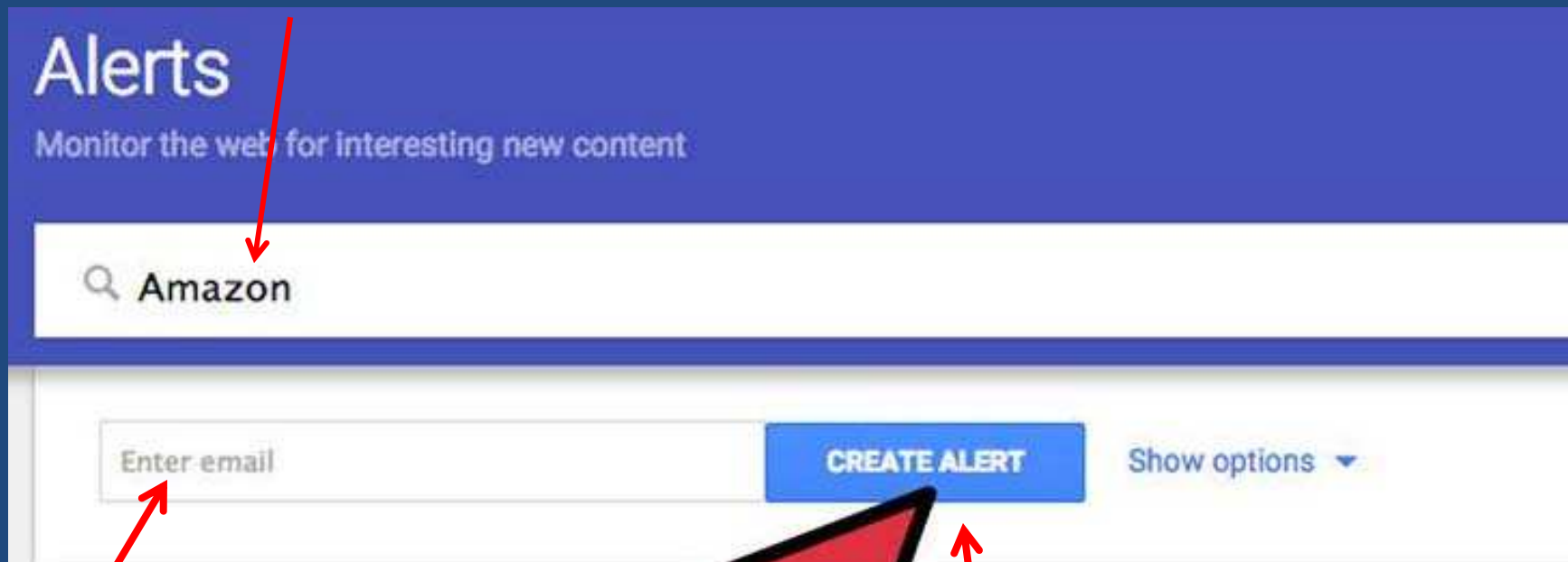
# Searches

- Topics can be:
- Names—family names
- Places—ancestral towns anywhere; Stawiski Poland, Auschwitz
- Concepts— Holocaust; right to be forgotten



# Create Your Alert

Put in term  
searching



The screenshot shows a web interface for creating alerts. At the top, the word "Alerts" is displayed in a large font, with the subtitle "Monitor the web for interesting new content" below it. A search bar contains the text "Amazon". Below the search bar, there is a text input field with the placeholder "Enter email", a blue button labeled "CREATE ALERT", and a link labeled "Show options" with a downward arrow. Three red arrows point to the search bar, the email field, and the "CREATE ALERT" button.

Enter a valid email

Click on Create  
Alert when  
finished



- Once you click on create alert you will receive an email from Google asking to confirm or cancel the alert





# Options

- You can modify the search parameters  
Default is everything or chose news, blogs, discussions, videos and books
- Select frequency of alert— such as default once a day; or once a week, as it happens
- Language—English or other language



# Click on wheel

The screenshot shows an 'Alerts' management page. At the top, there is a search bar labeled 'Create an alert about...'. Below it, a list of alerts is shown under the heading 'My alerts (24)'. A modal window is open over the list, allowing configuration for a selected alert. The modal has two main sections: 'Delivery time' and 'Digest'. The 'Delivery time' section includes a checked checkbox, the text 'Choose when to receive your alerts.', and a 'Time of day' dropdown menu currently set to '10:00 AM'. The 'Digest' section includes a checked checkbox, the text 'Receive all alerts in a single email.', a 'How often' dropdown menu set to 'At most once a day', and a 'Deliver to' field with a blue input box. At the bottom of the modal are 'CANCEL' and 'SAVE' buttons. A gear icon in the top right of the alert list is labeled 'wheel' with a red arrow.

When to deliver

Frequency and email address

wheel



# Adding and Modifying

- Once you are on the site you can add to the list of key terms you are searching
- You can modify your list next to each term is an “edit “ button—the pencil—roll mouse over it and it says Edit- click on it
- You can delete a term from your list—see garbage pail



# Jan's Alert Page

The screenshot shows the Google Alerts interface. At the top left is the Google logo. The main heading is 'Alerts' with the subtitle 'Monitor the web for interesting new content'. Below this is a search bar with the placeholder text 'Create an alert about...'. The main content area is titled 'My alerts (24)' and contains a list of 12 alerts. Each alert has a pencil icon for editing and a trash can icon for deleting. Red arrows point from text on the left to specific alerts: 'search terms: concepts' points to 'right to be forgotten', 'and name family names' points to 'Alexander Meisels Hunter NY', and 'Ancestral towns' points to 'Borgenicht'. A red arrow on the right points to the trash can icon of the 'Article 29 Working Party new guidance GDPR' alert with the text 'Edit or delete'.

Google

## Alerts

Monitor the web for interesting new content

Create an alert about...

My alerts (24)

- "right to be forgotten"
- Alexander Meisels Hunter NY
- Article 29 Working Party new guidance GDPR
- Borgenicht
- Brody, Galicia or Ukraine
- Death Master File
- Eperjes, Hungary
- European Union Data Protection Regulation
- Genealogy Roadshow Los Angeles Union S...
- Holocaust

Show all alerts

search terms: concepts

and name family names

Ancestral towns

Edit or delete



# Email Results on Search Results

Search term

Results

The screenshot shows an email notification from Google Alerts. At the top, it says "Google Alert - 'right to be forgotten'". Below that, the sender is "Google Alerts <googlealerts-noreply@google.com>". The recipient's name is redacted with a blue box. The main content of the email is a preview of search results for the term "right to be forgotten". It includes a "NEWS" section with a result from Law360 titled "Japan's High Court Weighs In On Right To Be Forgotten" and a "WEB" section with a result from the Edinburgh International Science Festival titled "The Right to be Forgotten". At the bottom of the email, there are links for "See more results" and "Edit this alert", and a footer with "Unsubscribe", "View all your alerts", "Receive this alert as RSS feed", and "Send Feedback".

Google Alert - "right to be forgotten"

Google Alerts <googlealerts-noreply@google.com>

To [Redacted]

Google Alerts

"right to be forgotten"

Daily update - February 24, 2017

NEWS

Japan's High Court Weighs In On Right To Be Forgotten

Law360 (subscription)

Jolin Lin Our future will be shaped by our internet footprint. The increasing accessibility of information on the internet coupled with the advent of social ...

Flag as irrelevant

WEB

The Right to be Forgotten

Edinburgh International Science Festival

The Right to be Forgotten. Saturday 8 April. Is anything ever forgotten online? As we increasingly live our lives online for from an early age, we create ...

Flag as irrelevant

See more results | Edit this alert

You have received this email because you have subscribed to Google Alerts.

Unsubscribe | View all your alerts

Receive this alert as RSS feed

Send Feedback



# Not Every Result Is of Interest

Search:  
Family  
Name



Meisels

Daily update - February 15, 2017

NEWS

[The World's First Contextual Personal Data Platform, myPlanit™, is Granted a Patent on Its ...](#)

Yahoo Finance

"I am very excited to share the news of our patent grant," says **Adrienne Meisels**, CEO and Founder, myPlanit. "We're proud to have developed a way ..."



Flag as inappropriate

[See more results](#) | [Edit this alert](#)

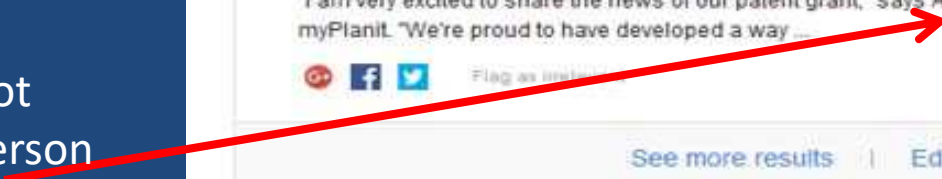
You have received this email because you have subscribed to **Google Alerts**.

[Unsubscribe](#) | [View all your alerts](#)

 [Receive this alert as RSS feed](#)

[Send Feedback](#)

Not  
person  
of  
interest



# WiKi video on How to Use Google Alerts

- <http://www.wikihow.com/Use-Google-Alerts>

