# Scan for publications in online resources

Keeping your publication list up to date can be time consuming. To facilitate the process, you can set up a scan within Pure that will search for new publications in one or more of the online sources **PubMed**, **ArXiv**, and **Web of Science**.

The scan will run at a regular fixed time interval – every 30 days – and will search online sources for new occurrences of your name and any added name variants. Name variants will improve the search results and can be added to each online source individually.

When matches against name and name variants are found, a notification will be displayed on your **Overview** page within Pure, under **My personal tasks**. You can also choose to receive an e-mail notification of matches.

Setup a scan

- Login to Pure.

- Click on the **My Research** tab.
  Note: If you are an Editor/Administrator, click on the **Personal** tab first.

- Click on the **Edit profile...** button to open the editing window.

- Select **Setup scan for publications in online sources** from the EDIT menu on the left of the window to view the scan options and configure your settings.
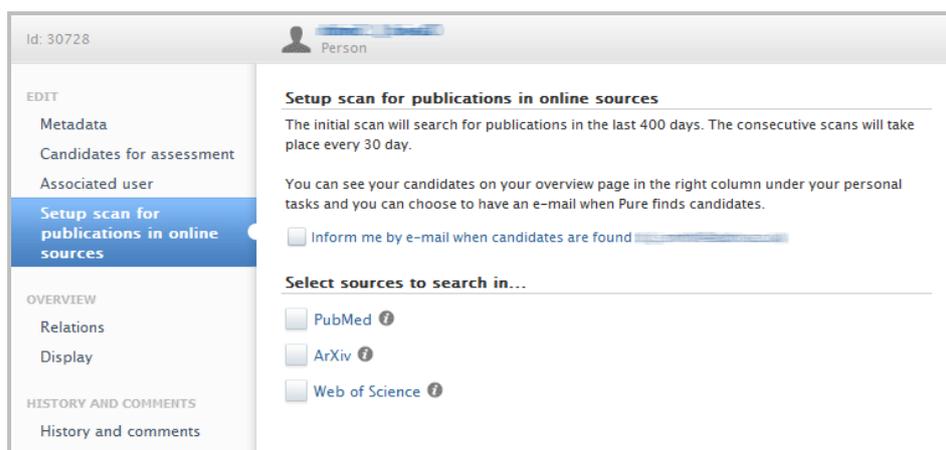

- If you would like to receive e-mail notifications of matches, tick the **inform me by e-mail...** checkbox.

- Select the online source(s) you wish to scan by ticking the relevant checkbox(es).

- For each online source, you will be prompted to add the names/name variants you wish to scan for. Type in your own variants by clicking on the **Add name...** button, and/or use the variants suggested by Pure by clicking on **Add suggested names**.

- If you wish, you can preview the search results – click on **Preview candidates**.

  This will give you an indication of whether you may need to further refine the name search. For example, adding 'John Smith' might produce hundreds of results, but refining the name search to 'John D Smith' should produce considerably fewer.

- Using the buttons next to a name, you can also edit it, change its position within the list (if scanning for more than one name), or delete it.
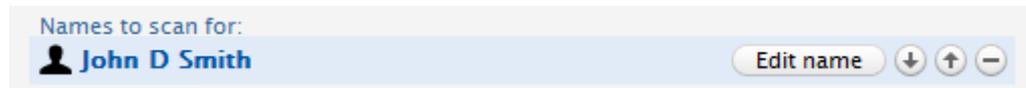
- Once you have configured your scan, click on **Save**.

Import scan results into Pure

Once the scan has run (scans run every 30 days) the results will be displayed on your **Overview** page within Pure, under **My personal tasks**.

You may also receive an e-mail notification of matches if you have elected to do so.

Click on the notification (e.g. Candidates in WOS) to view a list of the search results in more detail.

You can choose to **Import** a result into Pure, or **Remove** it from the search results. If you remove an item from the search results, it will not show up in future searches.
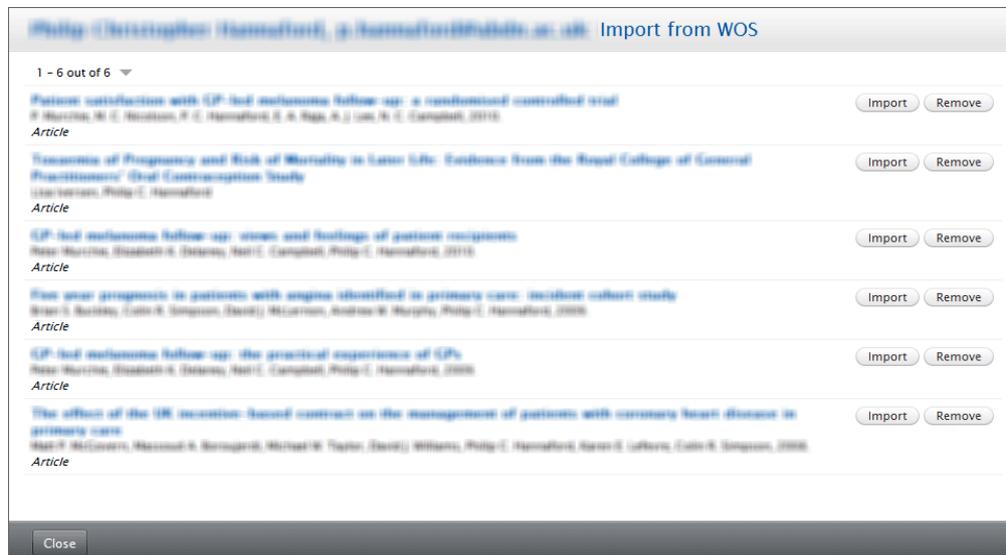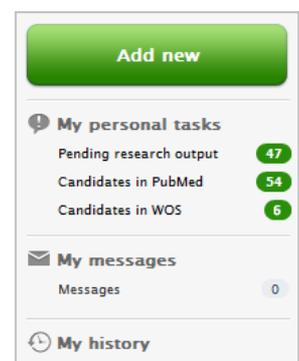
Cancel a scan

Should you wish to cancel your scan at any time, login to Pure:

- Click on the **My research** tab.
  Note: If you are an Editor/Administrator, click on the **Personal** tab first.

- Click on the **Edit profile...** button to open the editing window.
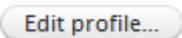
- Select **Setup scan for publications in online sources** from the EDIT menu on the left of the window to view the scan options and *untick* all checkboxes, then **Save**.