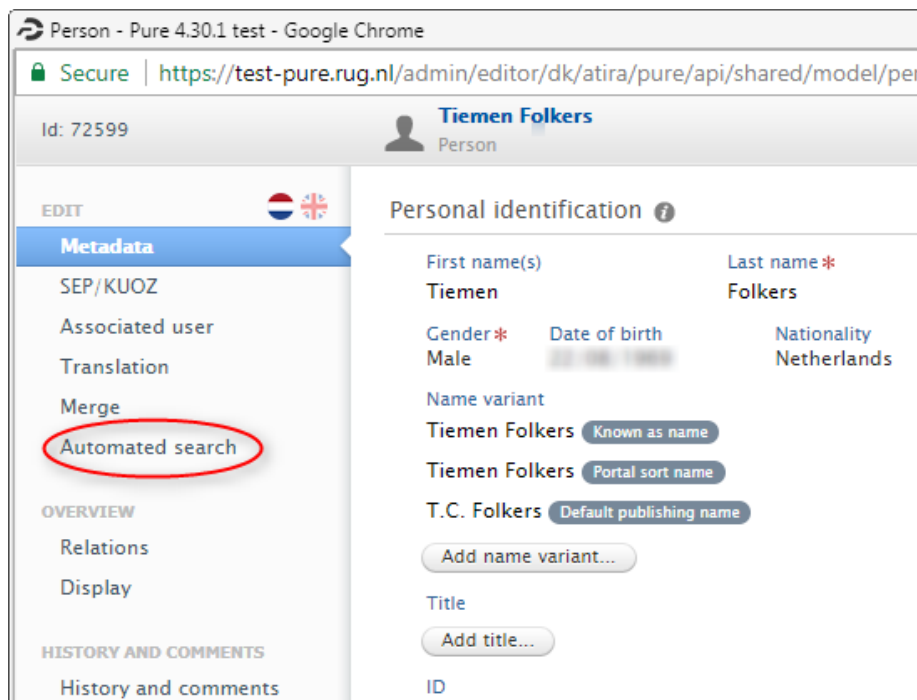## How to: activate automated search

You can let Pure automatically search for your articles in various sources and easily import them into Pure. The initial automated search will search for publications in the last 730 days. The consecutive searches will take place every 7 days.

Activate your automated search in three simple steps:

1. Go to the personal overview page of your account and click on "edit profile"

2. Click on "automated search" in the left menu

3. You will now be presented with a list of databases that can be added to your "automated search". Select a database for automated search by turning the Off-switch to On.

You can add name variants by clicking on "add suggested names" **(1)**. Pure will then add name variants based upon your registered name. You can also add name variants by clicking on the button "add name"**(2)**. To check if these variants result in search hits you can test this by selecting "preview candidates" **(3)**.

Don't forget to save your settings!

Alert about import candidates
You can see your import candidates on your overview page in the right column under your personal tasks. When activating the automated search you can also choose to receive an e-mail when Pure finds candidates.

✔ Inform me by e-mail when candidates are found (T.C.Folkers@rug.nl)

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