

Getting Started with Your Search

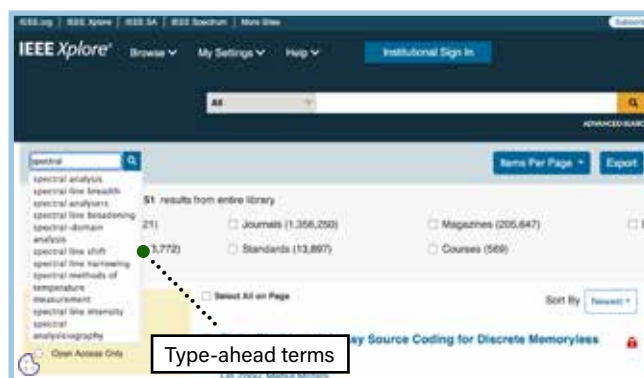
Start Your Search Here

- » IEEE Xplore searches for all terms in the metadata and ranks results by relevance.
- » Boolean operators and field commands are supported in **BASIC SEARCH**. Operators (AND, OR, NOT, NEAR, ONEAR) must be in ALL CAPS.
- » Use quotes (" ") for an exact phrase.
- » IEEE Xplore supports a multi-character wildcard (*) and a single-character wildcard (?). Example: secur* retrieves secures, security, securing, etc. Wildcards can also be used within exact phrases.



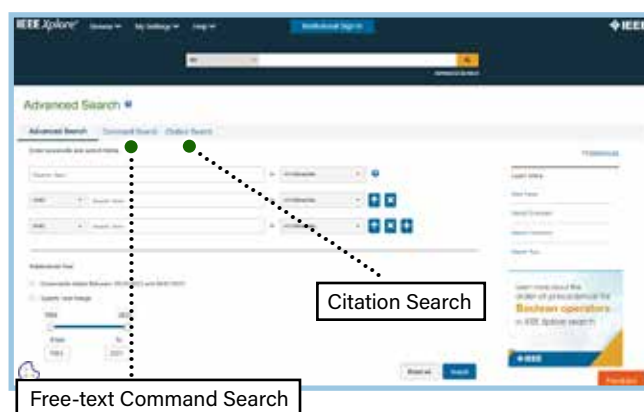
How to Refine Results

- » On the search results page, use **SEARCH WITHIN RESULTS** to enter additional search terms.
- » You can also refine by **FACETS** to show **MY SUBSCRIBED CONTENT**, Year, Author, Affiliation, and more. For example, to limit your search to one or a few authors, select the author(s) then click **APPLY** to view refined search results.
- » To remove search terms or refinements from the search, click "X" next to the item.
- » Use the drop-down menus to change the number of results **PER PAGE** or to change the **SORT BY** order (newest first, most cited by papers or patents, etc.).



Advanced Search Options

- » In **ADVANCED SEARCH**, you can search full-text and limit your query to specific fields using dropdown menus.
- » Switch to the **COMMAND SEARCH** to use free text and nested concepts.
- » Use the **CITATION SEARCH** tab to search for specific items, such as issue, page number, and year.

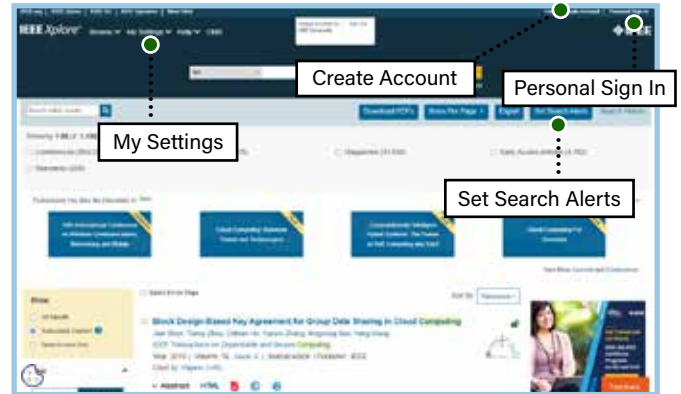


Tools, tips and training go to: www.ieee.org/training

Keeping Current with IEEE Xplore

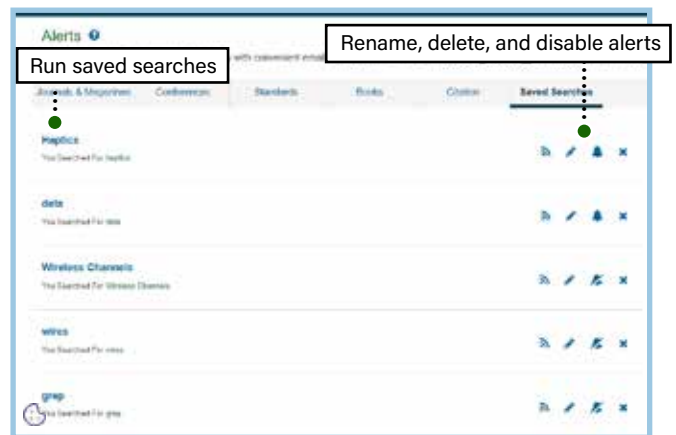
Save Search Alerts

- » Sign in with your free IEEE personal account or choose [CREATE ACCOUNT](#) to register.
- » Perform a search in IEEE Xplore. Refine or broaden until you are satisfied with your results.
- » Click [SET SEARCH ALERTS](#) from the Action Bar.
- » Name your Search Alert and choose [SAVE](#).
- » You will receive an email as new content becomes available based on your specifications.



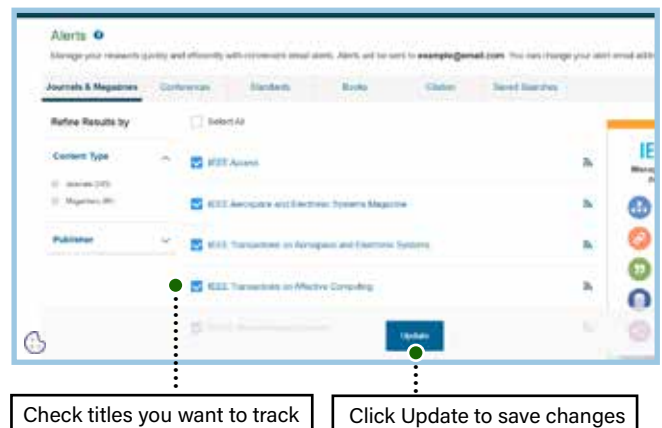
Manage Search Alerts

- » Sign in with your free IEEE personal account.
- » Go to [MY SETTINGS](#), choose [ALERTS](#), and select the [SAVED SEARCHES](#) tab.
- » Access up to 15 saved searches.
- » Run your saved search—click on the search name.
- » [DELETE](#) the Search Alert.
- » [DISABLE ALERT](#)—turn off emails but retain saved search for your account.



Content Alerts

- » Sign in with your free IEEE personal account.
- » Go to [MY SETTINGS](#) and choose [ALERTS](#).
- » Scroll to select titles you want to track—check multiple boxes at once.
- » Click [UPDATE](#)—you will start receiving Tables of Contents or other notifications when new content is published.
- » Navigate between tabs to set email alerts on Journals & Magazines, Conferences, Standards, and eBooks.

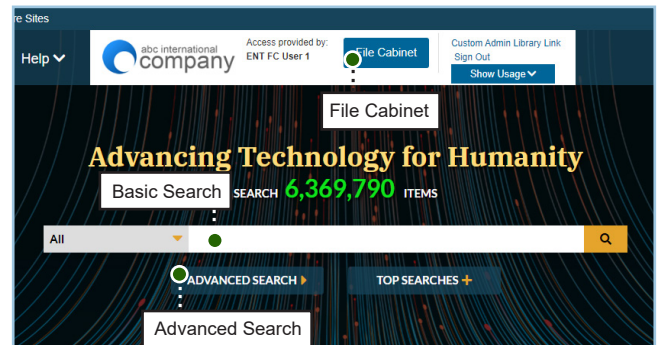


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Search and Save with Your File Cabinet

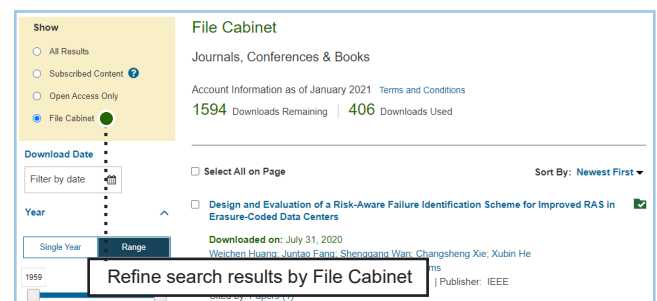
Start your search here

- » Enter search terms, Boolean operators, and field searches in the **BASIC**, **ADVANCED**, or **COMMAND SEARCH**. Use **ADVANCED** or **COMMAND SEARCH** to search within the full-text.
- » On the search results page, under **REFINE RESULTS BY**, use **SEARCH WITHIN RESULTS** to enter additional search terms.
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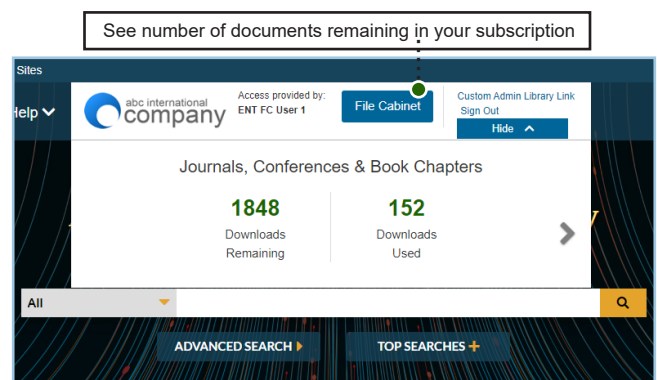
Saving a document to File Cabinet

- » The add to File Cabinet link **+ File Cabinet** indicates which documents are available with your subscription and indicates which documents have been previously downloaded to your file cabinet.
- » From a search result, click **PDF** or **HTML** to **VIEW AND ADD TO FILE CABINET**.
- » Once a document has been saved to your file cabinet, it is unlocked for viewing by your organization. The document will open automatically.



Using File Cabinet

- » Click **SHOW USAGE** on the top navigation bar to see the number of documents remaining in your subscription.
- » Click **Go To File Cabinet** to search and browse documents already in the File Cabinet.
- » Or you can filter within search results to see what is in your File Cabinet.
- » Note: Your subscription type determines the number of documents you can file.

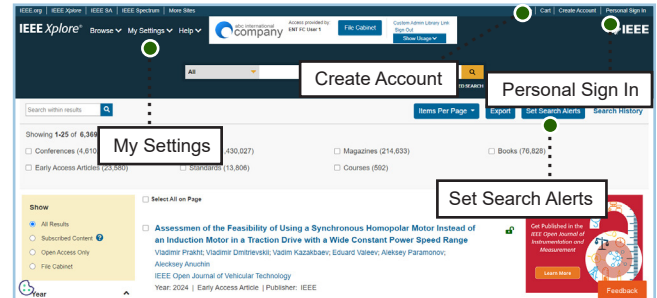


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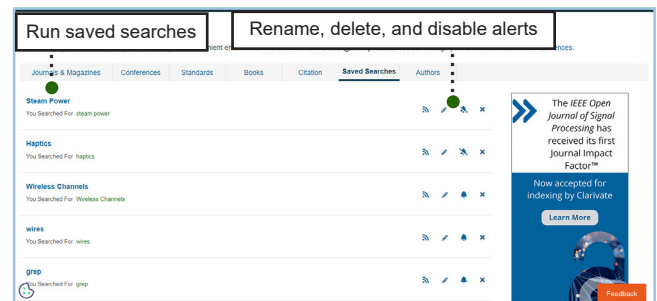
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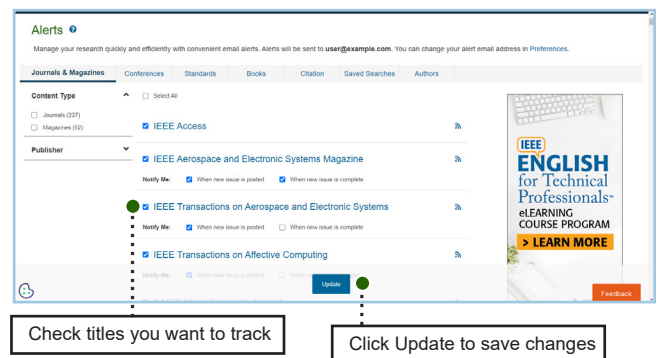
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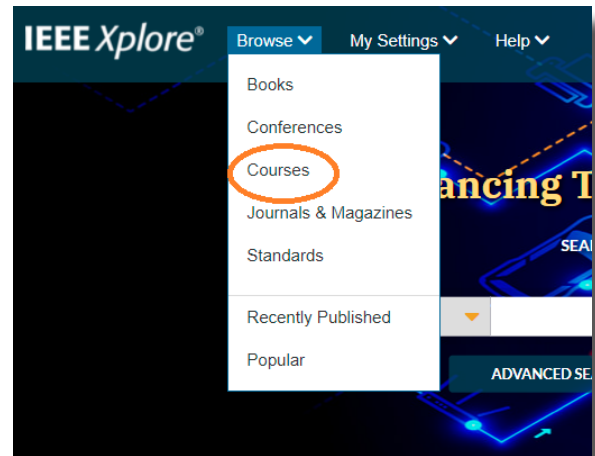


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Accessing eLearning Courses and Programs

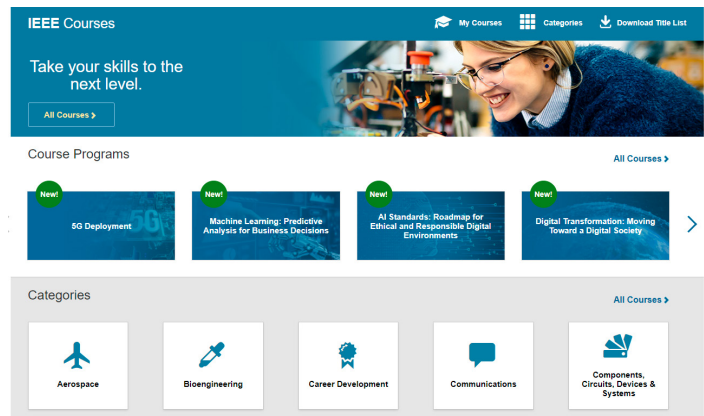
Access eLearning content

- » Go to www.ieee.org/ieeexplore
- » Log in via the blue “Institutional Sign In” box at the top (not all subscription options include access to IEEE Xplore Courses)
- » Under the Browse menu in the upper left hand corner, choose “Courses”



Take a course

- » Select either a tile for the Course Programs, highlighted at the center of the page, or scroll further down and select a tile with the category of your choosing
- » Click the orange “Access Course” box on the course page
- » Click “Personal Sign In” at the top right to access your personal IEEE account and personalization features (you can create an account here if you do not already have one)



Earn a digital certificate

- » Take the quiz at the end of the course to assess your learning
- » After passing the quiz, click “Get Course Certificate” to request your certificate and available credits



Accessing eLearning Courses and Programs

Course content

- » Hundreds of hours of course content
- » 14 categories covering a wide range of industries and topics
- » Courses available in cutting edge topics such as 5G, digital transformation, machine learning, artificial intelligence and blockchain, among others
- » Created by renowned experts from around the world

Course features

- » Relevant topics across the spectrum of technologies
- » Perfect for self-study or group training
- » Engaging interactive exercises
- » Immediate feedback to reinforce lessons
- » Flexible design to allow progress through skills in any order, and any skill level

The screenshot shows a web interface for the 'Autonomous Vehicles' category. At the top, it says '7 Courses' and 'Autonomous Vehicles' with a dropdown arrow, and 'All Levels' on the right. Below are four course cards, each with a thumbnail image, a title, a description, and a table of metrics.

Course Title	CEUs	PDHs	Duration
Intermediate Cooperation in Autonomous Vehicles	0.3	3	1 Hour
Intermediate Developing and Validating Control Systems for Connected and Automated Vehicles	0.3	3	1 Hour
Intermediate Human Factors in Vehicle Automation	0.3	3	1 Hour
Intermediate Intelligent Control of Connected and Automated Vehicles	0.3	3	1 Hour

Promote your achievement

Digital certificates, available upon the successful completion of each course, help learners share their achievements online

