**Practical Law UK**

**Current Awareness Alert**

To help you stay on top of the latest legal developments for specific topics and practice areas in Practical you can create a current awareness email alert.

Setting up an alert is simple and quick an involves a two-step process:

1) Select the required Practice Areas

2) Schedule the Alert

You can set up as many alerts as required and have an alert for each practice area, or an alert covering a practice area which includes related sub-topics.

**Create an Alert**

1. Once signed into Practical Law, you can set up an alert by clicking **Alerts** on the top right corner of the screen.



1. Click the **Create Alert** button.
2. Select Practical Law Current Awareness Alert



1. Click on the plus icon next to a practice area to add all topics within that area into your alert.

You can also click on the name of the practice area to select specific topics within that area.

1. All practice areas selected will now appear under **Your Selections**.
2. **Schedule Alert:** allows you to choose the frequency, end date, and when to receive the alert.
**Frequency:** you can choose to receive your alert Daily, on Weekdays, Weekly, Fortnightly and Monthly.
**End Date:** you can specify a date on which the alert will expire.
**Alert even if there are no results:** tick this box if you want confirmation that the Alert ran, even if there is no new content for your topic(s).
**Alert At This Time:** specify the time zone and time most convenient to receive your email alert.
3. Then click on **Create Alert**.

