**Task 1: Create a My NCBI Account for PubMed**

A My NCBI account allows you to save searches to run again later, build collections of citations, create alerts for searches (so you are notified when new articles are published), create links to established filters (or create your own), and much more. An account is useful for general searching, but it’s especially important if you plan to publish or apply for NIH grants.

If you already have a My NCBI account for PubMed (and if you remember your login information), skip to task 2.

If you don’t have an account or you’ve forgotten your login information, follow these steps:

1. Access PubMed through the Hardin Library website. Click on the “Sign in to NCBI” link at the top right of the PubMed homepage. (If you’ve forgotten your login information, use the “Forgot NCBI username or password?” link to retrieve your account information.)
2. You have two options for signing in. You can use an existing account (e.g. Google) and link it to NCBI or you can register for a separate NCBI account.
3. Follow the sign in or registration prompts and create your account.
Task 2: Create Links for Clinical Queries Filters

When you have a My NCBI account, you can customize some aspects of how you view and use PubMed. For example, you can customize your account to display links to specific filters.

Here you will add a link for an English & Humans filter and the clinical queries filters. The latter allows you to limit your results to the different clinical question domains, including therapy (intervention), diagnosis, prognosis, and etiology (risk).

Use these steps to add the clinical queries filter links:

1. From the PubMed homepage (and while you are already signed in to NCBI), click the “My NCBI” link at the top right of the screen.
2. On the My NCBI page, locate the box for filters.
3. Click the “Manage Filters” link near the bottom of the box.
4. Under the “Select category:” section, choose the option for “Properties” and click the + sign next to “Clinical Queries.”
5. Check the boxes for “Diagnosis/Broad,” “Diagnosis/Narrow,” “Etiology/Broad,” “Etiology/Narrow,” “Prognosis/Broad,” “Prognosis, Narrow,” “Therapy/Broad,” and “Therapy/Narrow.”
6. Now click the link for “PubMed” near the bottom center of the screen under the “Popular” column of links to return to the PubMed homepage.
7. Search for any term in PubMed, and look at the results page. You will see the filter links at the top left of the screen. These will stay here as long as you are logged into NCBI.