

Quick Start Guide for New Subscribers

Getting the Most From Your Organizational Subscription



Thank you

for subscribing to
ACS Publications.

We look forward to supporting the research and scientific information needs of your organization. We want you to get the most from your investment and are here to help along the way. Please feel free to share this information widely and contact us with any questions or needs you may have.

This guide is intended to provide you with a brief overview of the following:

- Who in your organization will benefit from your ACS subscription.
- Setting up your administrator access.
- Where to find free training resources like videos and downloadable guides.
- How to start reading ACS content: search, discover, and be informed.
- How to stay connected with ACS and key developments across the sciences.
- Follow ACS on social media.
- Know where to go for help.

The first step is to let everyone know you have access to ACS Publications and what publications they can read!

WHO IN YOUR ORGANIZATION WILL BENEFIT FROM YOUR ACS SUBSCRIPTION?

All Scientists and R&D professionals:

Remember, chemistry is the central science and ACS publishes multidisciplinary content that goes far beyond pure chemistry into nearly all applied sciences. The physical sciences, biological sciences, and engineers of all types use ACS literature.

Business Professionals: C&EN and even ACS journals cover topics important to industry leaders including policy and the impact of technology. Business leaders may turn to ACS to maintain an edge in marketplace knowledge. Marketers and business development professionals cite ACS as a trusted source of evidence for product and value claims. Many executives and business leaders in high tech industries come from a scientific background. Helping them remain connected keeps them energized, inspired, and effective.

QA and Analytical Professionals: Anyone charged with managing quality, safety, chemical integrity, or compliance needs access to ACS content, especially *ACS Reagent Chemicals*, to help manage risk.

Legal Council: You'll find ACS content cited in the most valuable intellectual property in the world, including patents for the most profitable drugs, communications devices, and more. Once your R&D department identifies a solution, ACS Publications will help your legal counsel more efficiently assess the landscape of prior art.

SET UP YOUR ACCOUNT ADMINISTRATION

Every subscribing organization needs at least one person to become the site administrator for your subscription. This will give you access to important reports and ensure you are notified of critical developments like outages, improvements, and renewals. For most organizations, the ideal administrator is a librarian, information professional, or even an IT person who looks after acquisition of information resources.

If you have not already done so, setup your ACS Administrator:

1. Check your email. Shortly after confirming your order, you are sent an email that contains a link you will need to follow to setup your site administrator. If you cannot locate this, simply email acs_pubs_assist@acs.org and we'll be glad to help.
2. When you receive your setup email, follow the custom link and you will be guided through detailed instructions for setting up a free ACS ID that will be used to login to your administrator account. Once you have your ACS ID, follow the instructions provided to activate your account.
3. Your organization's privacy and security is important to us, so we are continuously working to make the administration process as easy as possible for you and very hard for unauthorized persons to access. We appreciate your patience as you go through the multiple steps needed to securely set up your account.

Don't forget to notify the people in your organization that they can visit pubs.acs.org to start reading

FREE TRAINING TOOLS, VIDEOS, AND DOWNLOADABLE GUIDES

A growing library of downloadable guides, videos, and support tools is available for those who wish to read or publish. Here are just a few:

- The ACS Publishing Center (<https://pubs.acs.org/publish/dashboard>) is the place to access the following. *Please note you will need to login with a free ACS ID to use this resource.*
 - ACS Authoring Services
 - ACS Author University
 - ACS Reviewer Lab
 - Writing Resources
 - Ethics Assistance
 - Open Access

HOW TO START READING ACS CONTENT: SEARCH, DISCOVER, AND BE INFORMED.

By subscribing to ACS Publications, your organization has unlocked the power of millions of pages of the highest quality scientific literature in the world. To leverage this investment, readers simply visit <http://pubs.acs.org>.







As illustrated in the image below, navigate to the journal of choice, perform a simple search, or start an advanced search that you can filter until you find what you need. Use the toolbar at the top to navigate between journals, books, and news.

The screenshot shows the ACS Publications website interface. At the top, there is a navigation bar with 'ACS Publications', 'C&EN', and 'CAS' links, and a 'Log In' button. Below the navigation bar is a search bar with the text 'Search publications / articles / authors / dois / keywords / etc' and a magnifying glass icon. A callout box points to the search bar with the text 'Simple and Advanced Searching Tools'. Below the search bar, there are statistics: '1,300,000 Research Articles | 100,000 News Stories | 35,000 Book Chapters | 1,000 References & Standards'. Below the statistics is a 'Browse Publications' section with a grid of journal covers. A callout box points to the 'Browse Publications' section with the text 'Browse a Journal or Publication'. Above the grid, there are 'Grid View' and 'List View' buttons. A callout box points to the top navigation bar with the text 'Narrow to Journals, Books, or News'.

HOW TO STAY CONNECTED WITH ACS AND KEY DEVELOPMENTS ACROSS THE SCIENCES

Each user is invited to sign up for a free ACS ID at <https://pubs.acs.org/page/4librarians/index.html>.

This will give readers the ability to:

-  Search-based custom RSS feeds and email alerts
-  Find out when my article has been cited
-  Get personalized reading recommendations
-  Be notified about the latest research
-  Access Just Accepted Manuscripts
-  Get a custom feed of articles on my mobile device

FOLLOW ACS ON SOCIAL MEDIA

Following ACS on the social media outlets of your choice is a fun way to stay in touch with key industry discoveries, find out about special events, and connect with the scientific and library communities.

Follow the link below to explore the connections that are right for you.

- Social Media
 - [twitter.com/@ACS4Libraries](https://twitter.com/ACS4Libraries)
 - [twitter.com/@ACSPublications](https://twitter.com/ACSPublications)
 - facebook.com/ACSPublications/
 - linkedin.com/showcase/acs-publications/
- Follow our blog: <http://axial.acs.org>
- Check out informative videos: www.youtube.com/user/AmerChemSoc/
- Journal RSS Feeds: <https://pubs.acs.org/page/follow.html?widget=follow-pane-mobile>

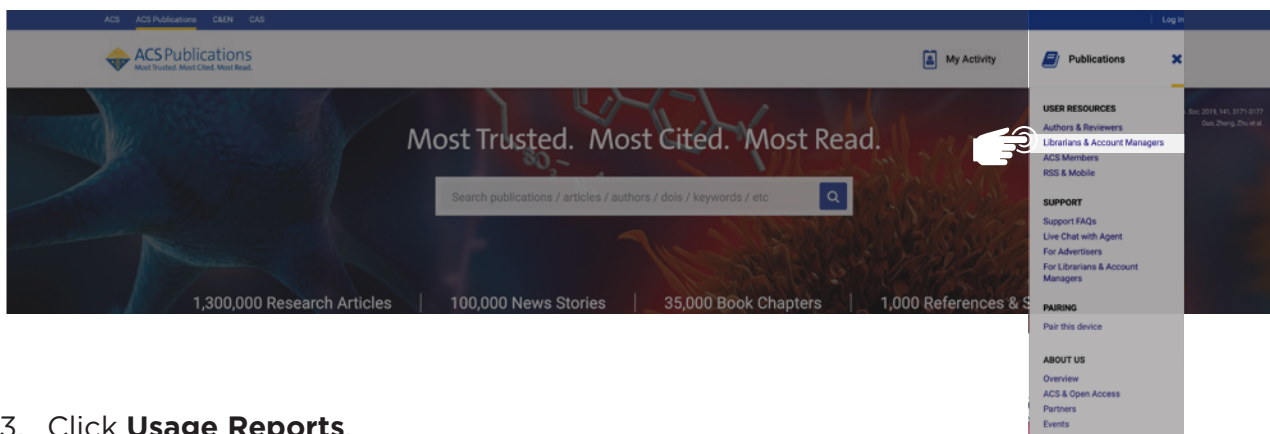
Don't forget to advertise!

If you'd like free posters or even a banner, email us at ACSPubsSales@acs.org and we'll be glad to send you some resources you can use to promote your new subscription.

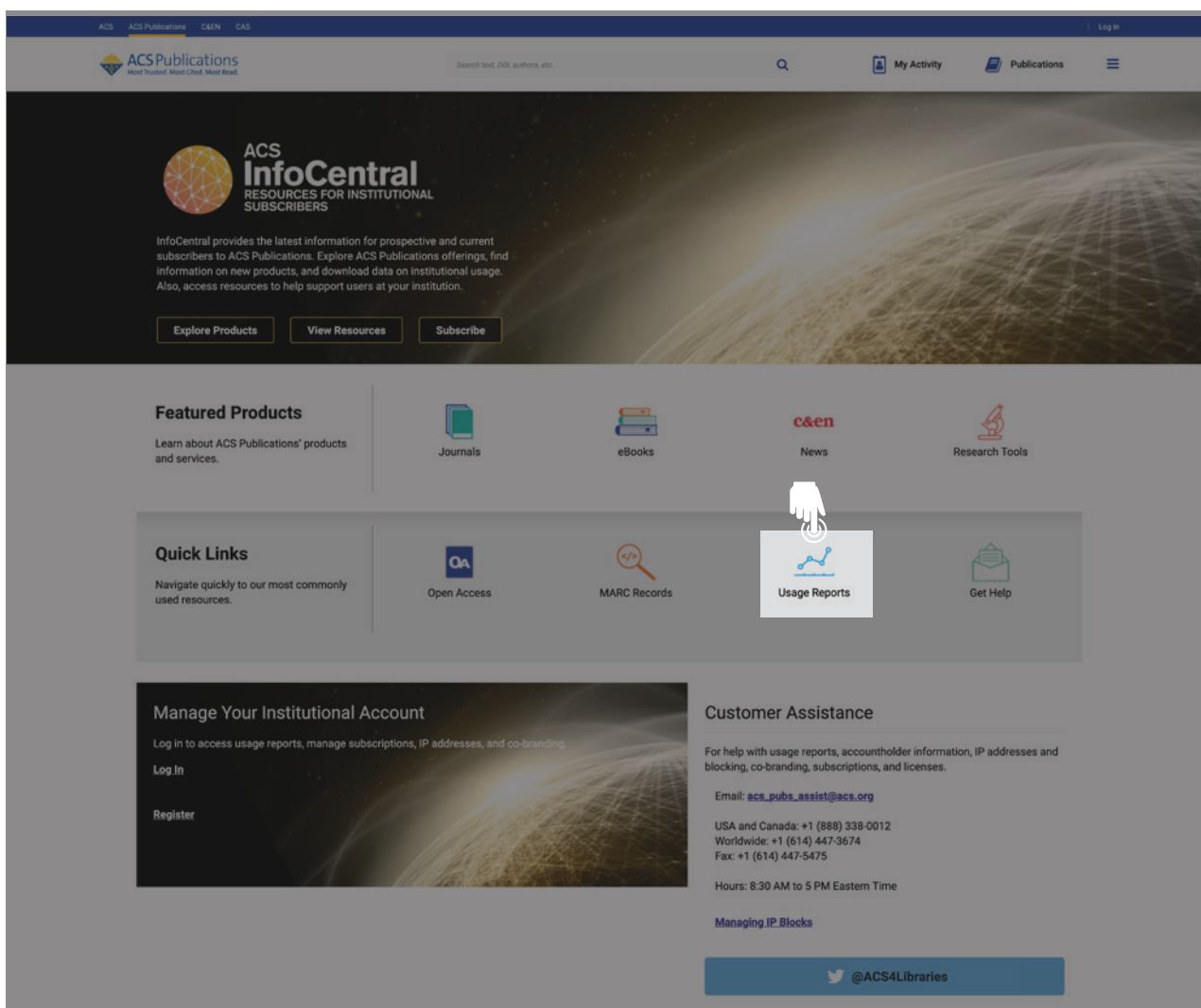


HOW CAN LIBRARY AND INFORMATION PROFESSIONALS REVIEW ORGANIZATIONAL USAGE REPORTS?

1. Login with the ACS ID you used to setup your admin access.
2. Go to pubs.acs.org and click on **Librarians & Account Managers**.



3. Click **Usage Reports**.



WHERE TO GO FOR HELP

The ACS Publications support team is the first point of contact for subscriber needs. We can be reached 8:30 AM to 5 PM EST at:

acs_pubs_assist@acs.org

+1 (888) 338-0012 USA and Canada

+1 (614) 447-3674 Worldwide

+1 (614) 447-5475 Fax

Authors seeking assistance in the publishing process should email **support@services.acs.org**.

For help paying a bill, email **liblink@acs.org**.

A variety solutions to common challenges are available online for use anytime at **<https://pubs.acs.org/page/4librarians/gethelp/index.html>**.

Your regional sales office is also a great source of support and information. If you don't know your regional representative, they can be easily found at **<https://pubs.acs.org/salescontacts>**.





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