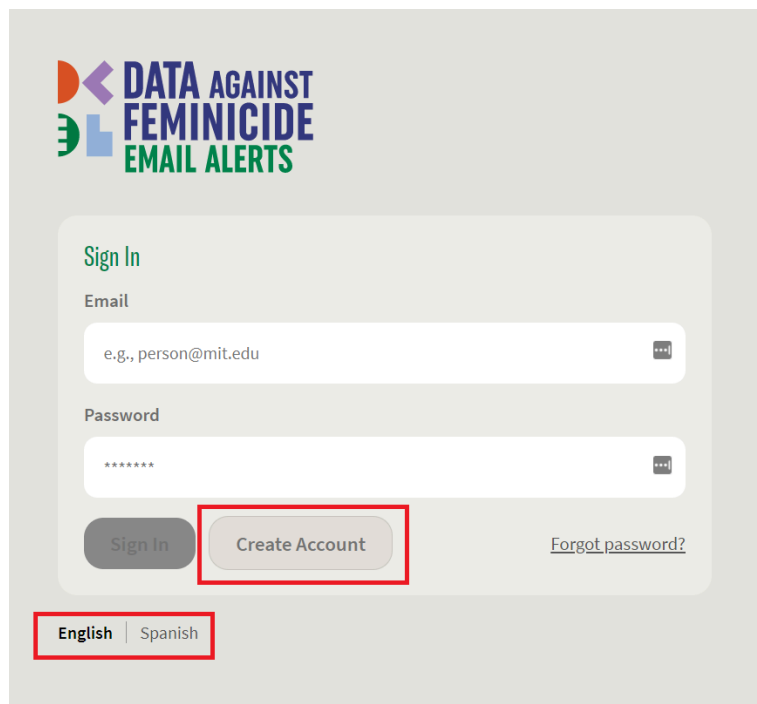# Set up and user guide for
Data Against Feminicide: Email Alerts

<mark>If you are starting with the system, please get in touch so we can support you with your user and project: datoscontrafeminicidio@gmail.com (subject: DAF Email Alerts - New User).</mark>

Watch video instructions 🎬 Instructions for Email Alerts.mp4

Creating an Account

1. First make an account at: https://alerts.dataagainstfeminicide.net for English and https://alertas.datoscontrafeminicidio.net/es for Spanish. You can change


the language at the bottom. To create an account click "Create Account."

2. Once you click "Create Account", you should see a page to put in your information. Here you should put in the email you want your notifications sent to, your name, and a password you will remember. Once you have entered your information click Submit.

Creating Your First Project

3. Yay! You have created your account. Now you can set up a project. A new project should be made for each different query you want to receive email alerts for (for example, you may have a query to focus on a specific type of feminicide and another that's more general, we'll see queries below). On the
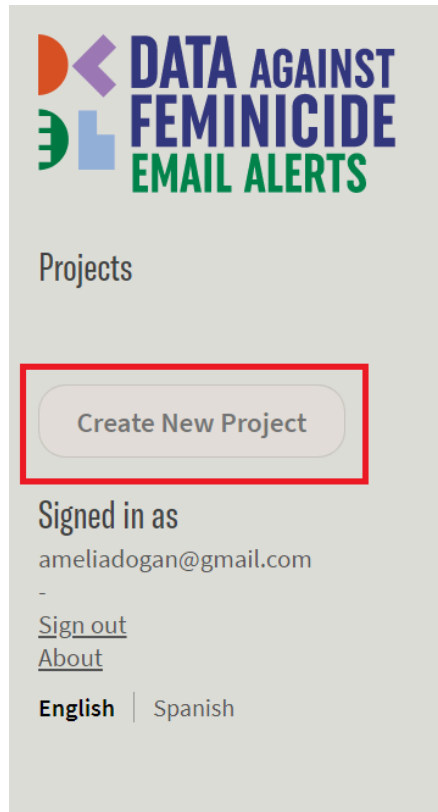
left sidebar click Create New Project.

4. Now you can create a new project specifying the name, location, language, region, timezone (only listed in English), and time for when you want the news alerts to be delivered to your email. Once you have your details filled in, press Submit.

Important: the region and language selected will determine which media sources will be analyzed for the project.

Currently, the Alerts work in English, Spanish, Portuguese and Swahili. Each project can only be assigned one language and will only analyze the media sources for the specified region in that selected language, ignoring any other sources. To monitor media sources in different languages in the same region, a separate project must be created for each language. See more on this below.

5. Make sure once you press "Submit" to click "Start Collection" to start getting

emails.
6. At this point, if you want to make sure someone else on your project gets the email notifications then have them to create an account. Once they have an account in the system, then you can add them by typing in their email and clicking +Add New Person.

Exploring Project Settings

7. On the settings pages, you can change various parts of your project. In the Basic Information part, you can change the project name and organization name. In the Email Delivery Section you can change the time of your email delivery, timezone, and how many articles you want in each email (you can always see all the stories using the web interface).
8. You can also customize your search terms if you want to add specific words by typing in the text box (boxed in black in the below image). The search terms follow Media Cloud Query Guide terms. You can click "Test Search Terms" (boxed in red) to see some recent sample articles from that query. If an error comes back there is probably a mistake in the search query.

   Want some help with your query? Feel free to reach out to datoscontrafeminicidio@gmail.com (subject: DAF Email Alerts - Query Help)

Search Terms Tester

You can optimize the search terms which are pre-configured based on selected region and language.

Search Terms

((murder* OR homicide* OR femicide* OR feminicide* OR murdered OR dead OR death OR killed OR murdered OR shot OR stabbed OR struck OR strangled OR "life-less" OR hypothermia OR suicide) AND (wom*n OR girl* OR transgender OR trans OR nonbinary OR non-binary OR Indigenous OR "Native American" OR two-spirit OR "two spirit" OR prostitute OR "sex worker")) AND language:en AND tags_id_stories:8878461

Test Search Terms

9. Other information you can access in settings, include the media sources that stories are collected from (black box) and opting in to help us improve collection (red box). Opting in about telling us if stories are right for you, may help us build a better detection model in the future.

Provide Feedback on Relevance of Articles

After enabled, a feature will allow you to mark whether each news article is really a feminicide case. This contribution will be used to make the language models better for more accurately classifying feminicide news.

Opt In

Media Sources

Show Media Sources
Email us to add new media sources to scan.

The Email Alerts

10. The image below is an example of an email you will get the alerts. You will see the number of articles you have specified in your settings. You can click the links for the news articles to read them.

11. The next set of instructions will be about different features of the online interface. Below, you can see what it looks like if you have multiple projects. You can edit the settings by clicking Edit Setting. You can also see more articles by clicking one of the projects on the left side of the interface.

12. After you have selected the project on the left side, you can now see all the articles from each day that the system has collected. You can search for articles via title in the search box. You can also choose a range of collection dates to display by clicking the calendar icons in the two boxes (red box). There may be more articles than you receive in your daily emails depending on the number of articles you have selected to receive in your settings. In the counting column, you will see how many stories have been grouped together. When you click on the title of the article you will see the webpages appear below (black blox) like in the screenshot below where you can see

thedailyjournal.com, courierpostonline.com, and thedailyjournal.com. You can click on the article web URLs to read the articles.

13. You can also share a particular story with a friend via email. Check the checkbox next to the article title (blue checked box) and then enter the email

of your friend in the text field (red box) before clicking the green share button.

14. If you would like to archive a story you can click the archive button you can see next to an article's headline (red box in the top image). The story will then be removed from the main page of your project but can be found in the archived portion of your project by clicking the check button (black box in the bottom image) next to archive. You can also unarchive a story by going to your archive page then clicking unarchive (red box in the bottom image..

15. If you notice a bug or think of a potential new feature for the email alert system please reach out to datoscontrafeminicidio@gmail.com (subject: DAF Email Alerts - Bugs & Features).
16. You can also contact us by email to be added to our WhatsApp communities, which include other people who use the platform in the same language.
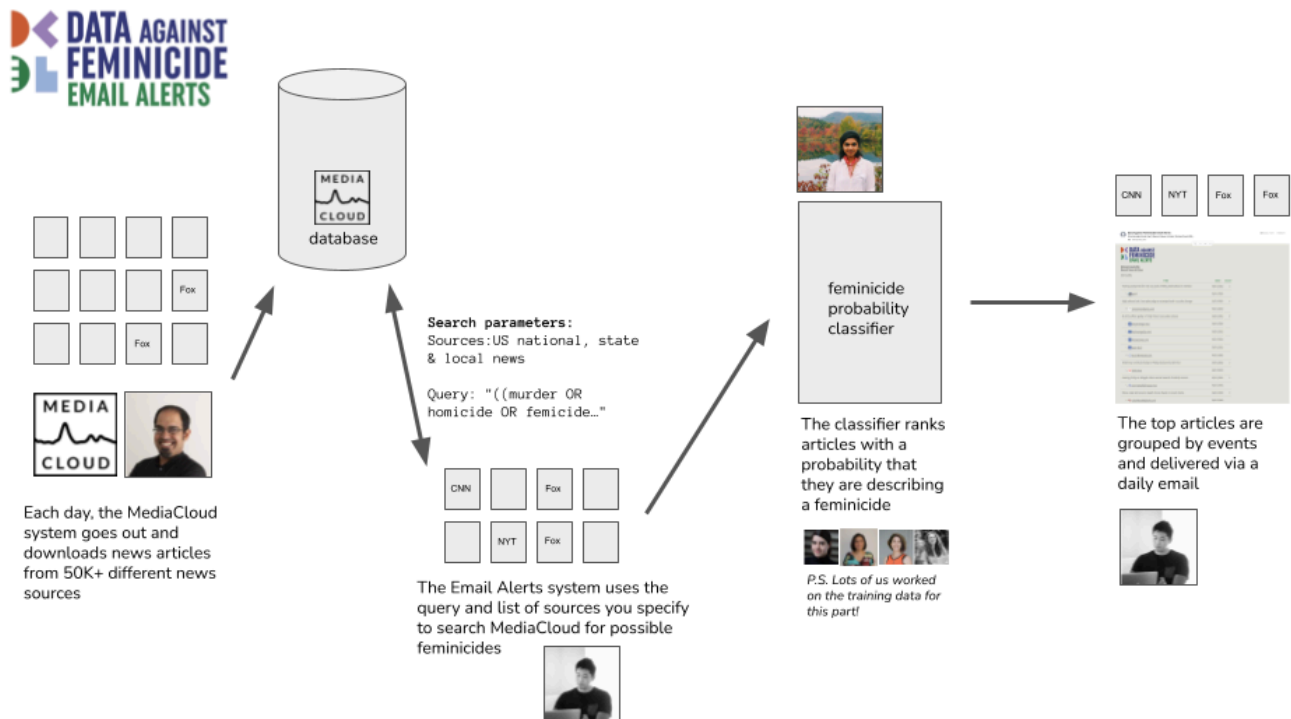
How the Email Alerts Work & Limitations

The diagram above is a simplified view of how the email alerts work.

First, articles are collected from Media Cloud, a news article aggregator. Then the email alert system searches those thousands of articles to figure out which ones fit your query and media source preferences (ie: only US news sources). After that, the classifier determines which of those articles are most likely to be about feminicide and sends them to your email.

Each classifier was trained using a set of articles we determined that were feminicide or not feminicide. Then we used some to train the classifier and the remaining articles to test the classifier.

However, the email alert system is not perfect.

For example, Media Cloud only collects from new sources that have an RSS feed which leaves out many news sources that may only publish via PDF. Media Cloud collects 50K+ different sources but is still missing news sources.

You can check out the existing media sources for each country here (free account required): https://search.mediacloud.org/collections/news/geographic. If you know a news source that is missing from the email alerts, reach out to datoscontrafeminicidio@gmail.com (subject: DAF Email Alerts - New Sources) to request we add it to Media Cloud.

You should also keep in mind that the classifiers were mostly trained on news about feminicide in the Americas: Latin American and the Caribbean (Spanish), Brazil (Portuguese) and USA & Canada (English). The Swahili classifier was mostly trained on news from Kenya and Tanzania.

Providing there are news sources available in one of these languages, it is possible to create projects to monitor feminicide in other regions (for example, you could monitor English-language media in Iran, Portuguese-language media in Angola, or Spanish-language media in Philippines). However, it is possible the classifier will not work well when it comes to detecting forms of feminicide that are specific to other context or less prevalent in regions where it was trained. If the news writing-style is different, this may also affect the performance of the algorithm.