

AHSL

Arizona Health Sciences Library
Tucson & Phoenix

EndNote 9.0



What is EndNote?

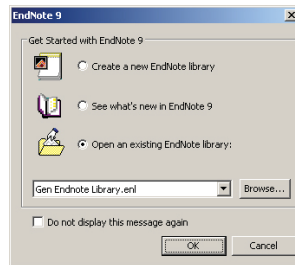
Software to organize references/citations, images and PDF's in any language, and to create bibliographies and figure lists instantly.

Two Tips to Remember

- One Library for all of your citations reduces duplication of effort.
- Do NOT use EndNote's search tool as it is based on old technology from 1980. It is best to do all your searches from online sources such as Ovid and PubMed.

Create Your EndNote Library

- Open EndNote
- Select 'Create a new EndNote Library'.
- Name and save your library.



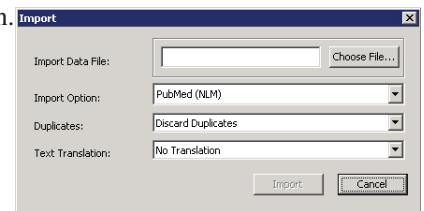
PubMed/MedLine

- Click on individual citations to save them or check none, to save all.
- Below the search window is PubMed's Display window. Make the following selections for saving.



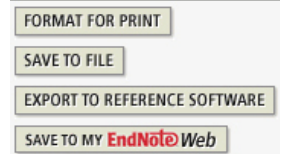
- In PubMed's display window, select MEDLINE
- In the Show window, select 500
- In the Send to window, select File
- When the save window opens, select Save to Disk (this will save to your default save folder).
- Open EndNote and your Library.
- In EndNote go to File, select Import.

- Click the 'Choose File' button and browse to the 'pubmed-result.txt' file and click Open.
- Back at the Import window for Import Option, select PubMed (NLM) or browse for the listing; for Duplicates, select Discard Duplicates and for the Text Translation, select No Translation.
- Click Import.



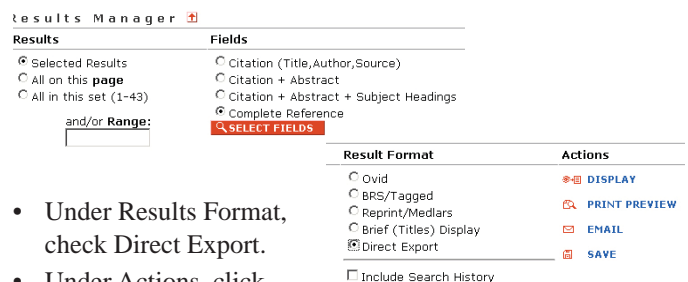
Web of Science

- Check all the citations you wish to export to EndNote.
- Click the 'Export to Reference Software' Button.
- Make sure the Open With menu says EndNote.exe.
- Click OK, opens EndNote if you do not have it running.
- Select your EndNote Library.
- Click Open.
- Your citations are now in the selected EndNote Library.



Ovid Databases

- Check all the citations you wish to export to EndNote.
- In the Results Manager at the end of the page, under Fields, check Complete Reference.



- Under Results Format, check Direct Export.
- Under Actions, click Save.

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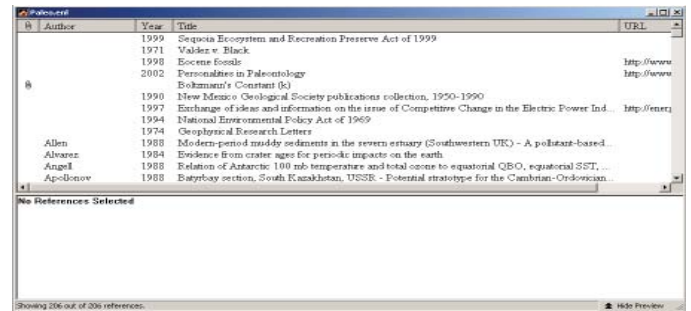
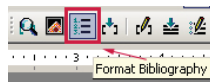
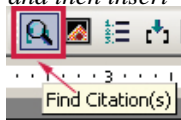


- Check 'Export results to Endnote, Procite, or Reference Manager.'
- Click Continue.
- Select your Library.
- Click Open, your citations are now placed in your Library in EndNote.

- You can sort by one heading at a time by clicking that heading.
- Preview different Output Styles from the Style drop down menu in the top menu.
- Note: if the preview window is not open, click on Show Preview at the bottom of the Library Window.

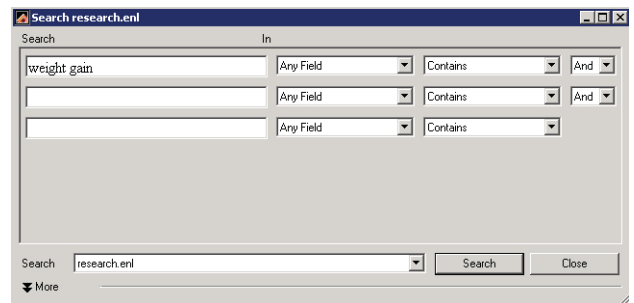
Inserting a Citation Into Word

- Open Microsoft Word.
- To insert a signal citation put your cursor at the point in the Word document where you want to insert the citation. Now click the Find Citation icon.
- *For superscript style citations, leave no space. For parenthetical style citations, insert a space and then insert the citation.*
- Do a search in EndNote and double-click on a citation to insert it into Word.
- To insert multiple citations, click the Find Citation icon.
- Select up to 20 different citations by Ctrl + clicking the citations.
- Click Insert.



Searching Your References in EndNote

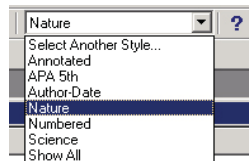
- Using the Top Menu, select References, >Search References.



- The Search menu opens.
- In the first search, type in 'weight gain,' for instance.
- You may limit the search to several different Fields such as Author, Journal, Year, Pages etc.
- Note: When the author's name is a common word such as White or Park, use the author Field.
- Click Search.
- Select the citations for your purpose.

To Change Citation Output Style

- Click the Format Bibliography Icon.
- Select the desired Output Style.
- In Word, change the format to Nature using the Format Bibliography icon. Notice the numbers next to your statement.
- Type another statement and use one of the citations you used previously and insert it. Notice the number is the same as previously used. It did not insert the citation again.



Sorting Your References in EndNote

- Your library has several heading: the paperclip indicates that reference has an attachment, Author's Last Name, Year, Title and URL.

Contact Us!

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