



EndNote® Overview

UAB Lister Hill Library of the Health Sciences
www.uab.edu/lister/qpask/ , 934-2230
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Endnote Website: <http://www.endnote.com> features: trial version, tipsheets, style finder, updates, user listserv

Help Endnote website under “Support & Services” 1-408-987-5609

Comparison of Bibliography Formatting Software (3rd party) – <http://www.burioni.it/forum/ors-bfs/>

Setting up Installation order: Word THEN Endnote

Endnote & Word

Check <http://www.endnote.com> for patches, new Connection Files, Import Filters, Output Styles

Check in Word for Endnote toolbar: under *Tools* or under *View – Toolbars*

Journal Term List—Do you want abbreviated journal titles or full journal titles?

Go to Endnote Help, type “Term List” follow instructions there

Do this BEFORE you begin to enter citations!

Backward compatibility of Endnote 8 and older Endnote libraries

<http://www.adeptsience.co.uk/kb/article.php?noteid=C7AE>

Working with Endnote

Lumping vs. Splitting, advantages/disadvantages

Reference Types: Book, Journal Article, Book Section, Web Resource, etc.

Entering Citations:

1. Z39.50 Connections (Pubmed)
2. Direct Export (Web of Science, EBSCO, & OCLC WorldCat)
3. Importing from databases—Pubmed, EBSCO (e.g., PsycInfo, CINAHL), etc.
4. Manual Entry: CTRL-N
5. Capture using EndnoteWeb and import

Edit – Preferences

Show/Hide Preview, Show/Hide Empty Fields

Full Text / PDF Linking file:///C:/path/filename.ext <http://www.lhl.uab.edu/8c/8.cgi?>

Global Editing: “*Edit – Change Text*” vs. “*References – Change and Move Fields*”

Figures & Tables

Quick Bibliographies— “*Edit – Copy Formatted*”

In Endnote – select output style, CTRL-click to select cits, *Edit–Copy Formatted* In Word – *Paste*

Subject Bibliographies— “*Tools – Subject Bibliography*”

Working with Word

Tool Menu or Toolbar --

Output styles—by Journal titles



Document Templates—No substitute for the style manual.

Field Codes—The Good, the Bad, and the Ugly.

Editing – Endnote vs. Word

Field Shading: To turn on: Tools – Options – View – Field Shading – Always

“Edit Citations” for special cases and see *also* references

“Remove Field Codes” for final submission to publishers

“Cite While You Write”

EndnoteWeb

UAB subscription; more info at <http://www.uab.edu/lister/news/index.php?newsID=1&ID=422>

- EndnoteWeb login: <http://www.myendnoteweb.com/>
- Home: <http://www.endnoteweb.com/>
- Tutorials: <http://endnoteweb.com/training/tutorials/endnoteweb/>
- Help: <http://www.myendnoteweb.com/EndNoteWeb/1.3/release/help/ENW/help.htm>

Help, Tipsheets & Tutorials

Flash Tutorials from ISI ResearchSoft (Endnote producers): <http://www.endnote.com/training/>

Users Guide & TipSheets from ISI ResearchSoft: <http://www.endnote.com/support/ensupport.asp>

NIH Library <http://nihlibrary.nih.gov/ResourceTraining/TrainingDescription.htm?ID=27&View=Tutorial>

AdeptScience KnowledgeBase & List Archive

[http://www.adeptsience.co.uk/kb/category/Bibliography/EndNote/product=\(EndNote\)/1.1.132](http://www.adeptsience.co.uk/kb/category/Bibliography/EndNote/product=(EndNote)/1.1.132)

Google search for Endnote Tips or Tutorials: <http://tinyurl.com/29h7st>

This handout : <http://www.uab.edu/lister/tutorials/endnotesyllabus.pdf> 6/01/2007 MeV