

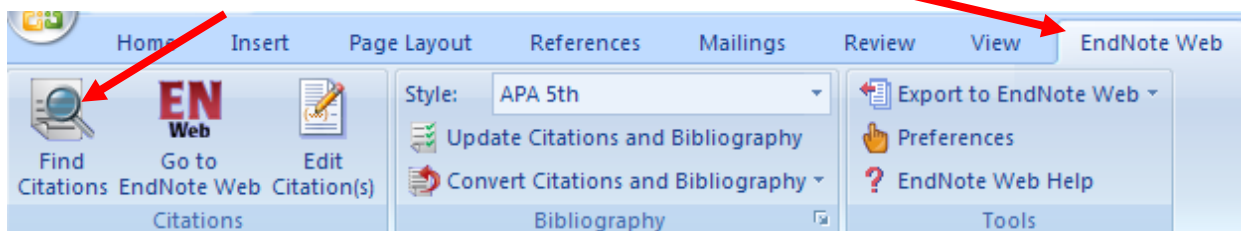
# Endnote Web Express Learning Session



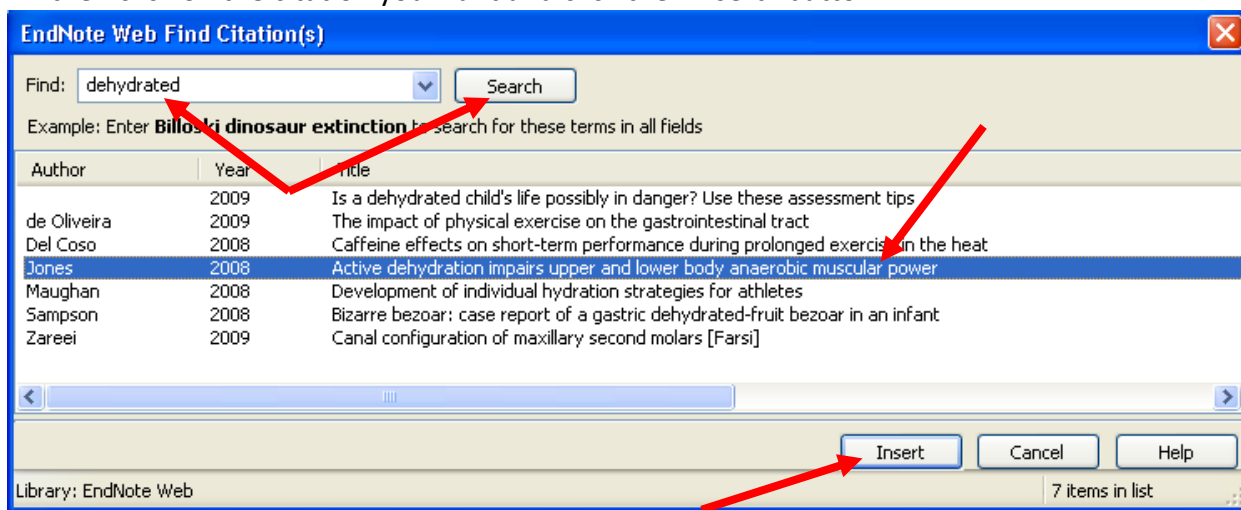
## Exercise 3: Cite While You Write (CWYW) in MS Word

(the Endnote Web (ENW) MS Word toolbar should already be installed on the electronic classroom computers; if you are on a computer on which the ENW Word toolbar has not yet been installed, at the bottom of an ENW page click the "Download Installers" link and follow the directions)

1. Open MS Word
2. Type a sample sentence
3. Put the cursor where you want ENW to place the in-text citation
4. In the toolbar area click on the Endnote Web tab and then click the "Find Citations" icon



5. Search for a citation in your ENW account by entering term(s) and clicking "Search"; then click on the citation you want and click the "Insert" button



6. Your Word document should now look similar to this:

This is a test sentence (Jones, Cleary, Lopez, Zuri, & Lopez, 2008)

Jones, L. C., Cleary, M. A., Lopez, R. M., Zuri, R. E., & Lopez, R. (2008). Active dehydration impairs upper and lower body anaerobic muscular power. *Journal of Strength & Conditioning Research*, 22(2), 455-463.

7. Type in another sample sentence and insert two citations after it. Your paper will now look like this:

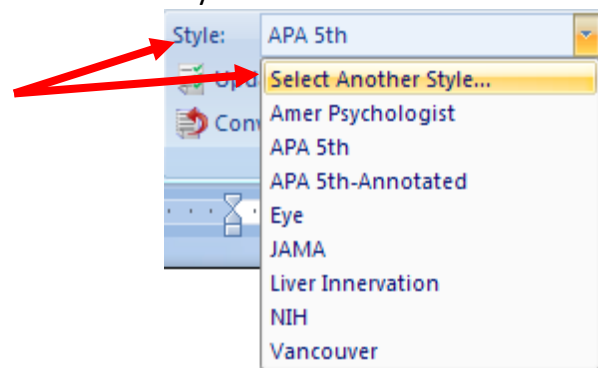
This is a test sentence (Jones, Cleary, Lopez, Zuri, & Lopez, 2008). An just when you thought I could come up with no more test sentences (Maughan & Shirreffs, 2008; Sampson, Liu, Nowicki, & Bishop, 2008)

Jones, L. C., Cleary, M. A., Lopez, R. M., Zuri, R. E., & Lopez, R. (2008). Active dehydration impairs upper and lower body anaerobic muscular power. *Journal of Strength & Conditioning Research (Allen Press Publishing Services Inc.)*, 22(2), 455-463.

Maughan, R. J., & Shirreffs, S. M. (2008). Development of individual hydration strategies for athletes. *International Journal of Sport Nutrition & Exercise Metabolism*, 18(5), 457-472.

Sampson, A., Liu, H., Nowicki, M., & Bishop, P. (2008). Bizarre bezoar: case report of a gastric dehydrated-fruit bezoar in an infant. *Clinical Pediatrics*, 47(8), 829-832.

8. In the ENW toolbar, select a new style by clicking on the Style drop down menu and selecting "Select Another Style"



In the resulting box, select the style of your choice and click OK.

9. Save an ENW coded and pure Word version of the document by clicking on "Convert Citations and Bibliography" and then clicking on "Convert to Plain Text"; Follow the steps to save both documents

