

Introduction to EndNote

Ollie Bridle and Hannah Medworth

Aims



COLLECTING
REFERENCES



MANAGING
REFERENCES



INSERT CITATIONS
INTO DOCUMENTS

EndNote Desktop

EndNote application that is installed on to your computer.

Works on Mac and Windows.

You can install on up to three different machines.

Ensure that you download the software from IT Services - <https://help.it.ox.ac.uk/how-to-get-software>

Setting up EndNote Web

EndNote Web gives free access to references when away from personal computer.

Syncs with your desktop version of EndNote.

You need to be using EndNote 21 to use EndNote Web.

Register at: <https://web.endnote.com/login>

Do not recommend using EndNote Web on its own.

EndNote 2025

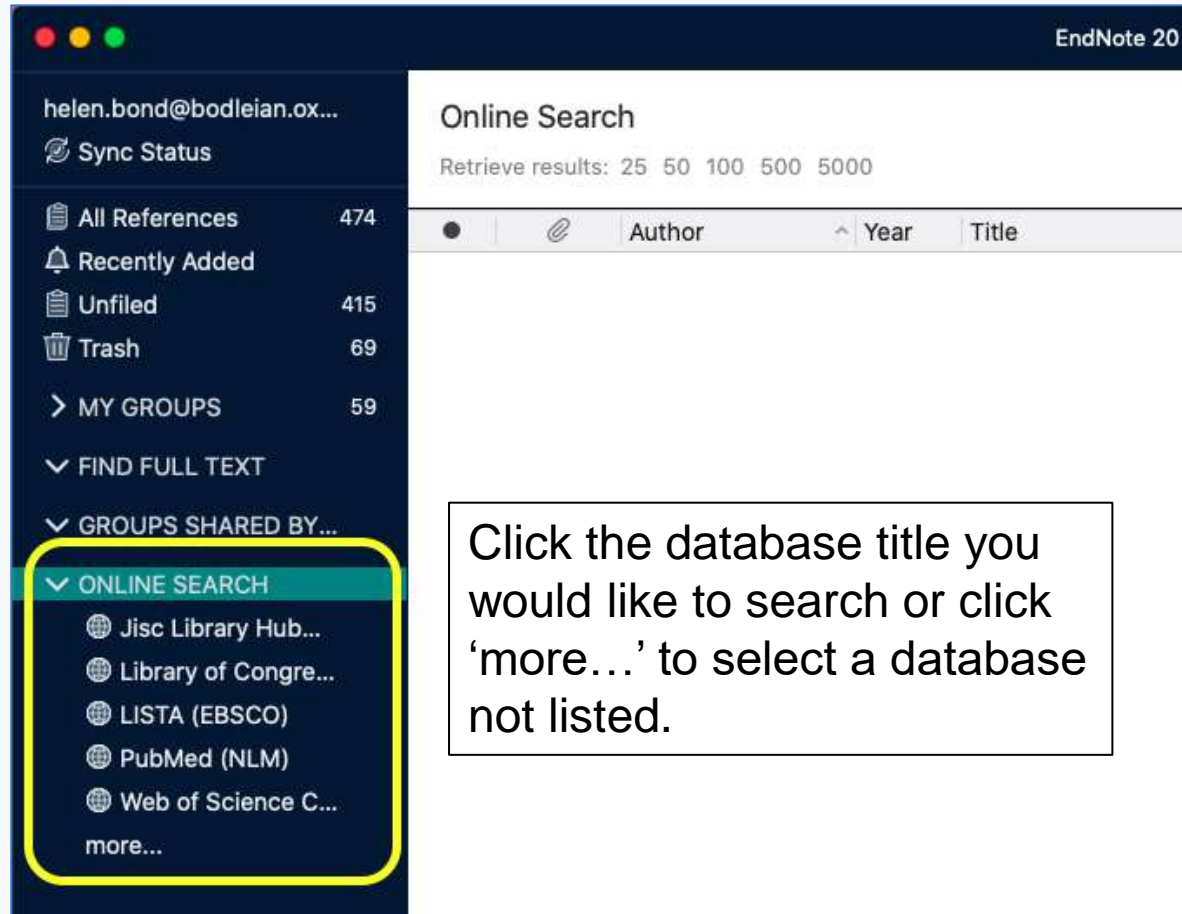
- Recently released and not yet available through IT services.
- New features include -
 - Interface improvements.
 - AI function to summarise PDFs.
 - Ability to cite directly from PDF files.
- **What you learn about EndNote 21 today will be applicable to EndNote 2025.**
- More information here - <https://proquest.libguides.com/endnote>

Adding references

Options for adding references

1. Online search within EndNote
2. Export references from databases
3. Drag and Drop PDFs into EndNote
4. EndNote Click
5. Enter references manually

Online Search (1)



The screenshot shows the EndNote 20 Online Search interface. On the left is a dark sidebar with a list of library categories and their counts: 'All References' (474), 'Recently Added', 'Unfiled' (415), 'Trash' (69), 'MY GROUPS' (59), 'FIND FULL TEXT', 'GROUPS SHARED BY...', and 'ONLINE SEARCH'. The 'ONLINE SEARCH' category is highlighted with a yellow box. Below it, a list of databases is shown: 'Jisc Library Hub...', 'Library of Congre...', 'LISTA (EBSCO)', 'PubMed (NLM)', 'Web of Science C...', and 'more...'. The main panel on the right is titled 'Online Search' and includes a 'Retrieve results' dropdown menu with options: 25, 50, 100, 500, and 5000. Below this is a table header with columns: 'Author', 'Year', and 'Title'. A text box with a black border is overlaid on the right side of the interface, containing the instruction: 'Click the database title you would like to search or click 'more...' to select a database not listed.'

helen.bond@bodleian.ox...

Sync Status

All References 474

Recently Added

Unfiled 415

Trash 69

> MY GROUPS 59

✓ FIND FULL TEXT

✓ GROUPS SHARED BY...

✓ ONLINE SEARCH

- 🌐 Jisc Library Hub...
- 🌐 Library of Congre...
- 🌐 LISTA (EBSCO)
- 🌐 PubMed (NLM)
- 🌐 Web of Science C...
- more...

Online Search

Retrieve results: 25 50 100 500 5000

●	🔗	Author	Year	Title
---	---	--------	------	-------

Click the database title you would like to search or click 'more...' to select a database not listed.

Online Search (2)

helen.bond@bodleian.ox...

Sync Status

All References474

Recently Added

Unfiled415

Trash69

MY GROUPS59

FIND FULL TEXT

GROUPS SHARED BY...

ONLINE SEARCH

Jisc Library Hub...

Library of Congre...

LISTA (EBSCO)

PubMed (NLM)

Web of Science C...

more...

All FieldsContainsobesity

AndAll FieldsContainschild*

Clear Search

Search OptionsSearch

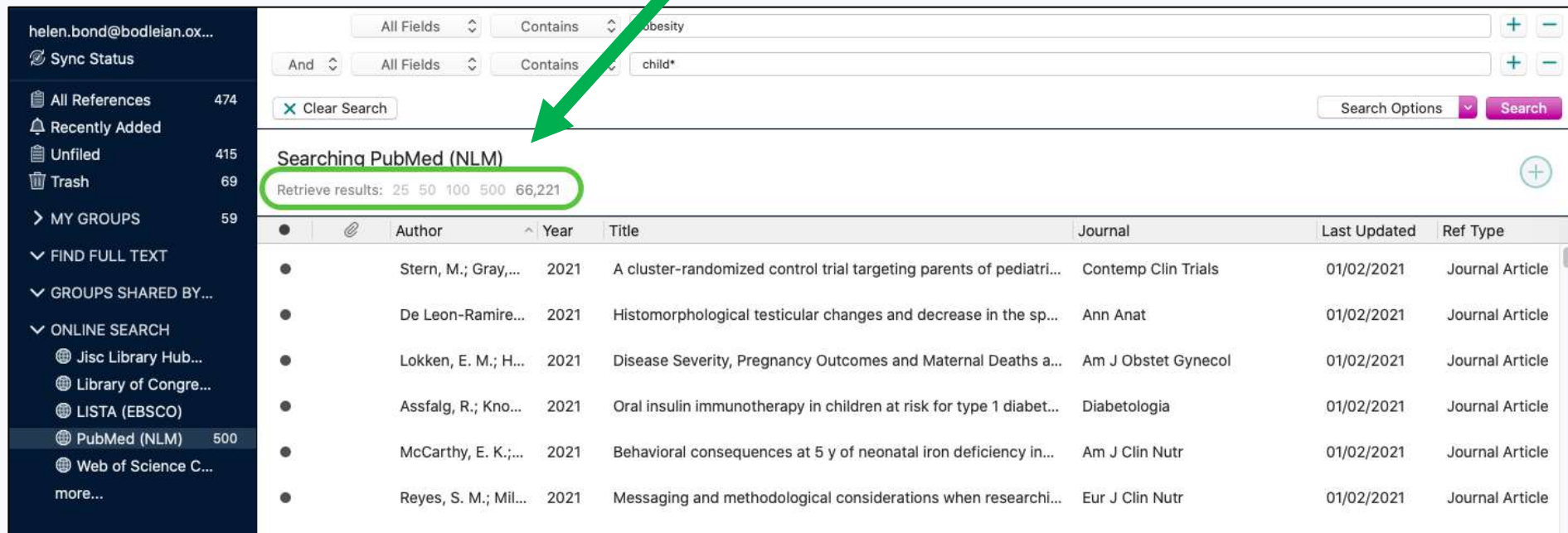
PubMed (NLM)

AuthorYearTitleJournalLast UpdatedRef Type

Enter your search terms in the search boxes at the top of the screen and click 'Search'.

Online Search (3)

You can increase the number of records on the page at the top of the results list.



helen.bond@bodleian.ox...

Sync Status

All References 474

Recently Added

Unfiled 415

Trash 69

MY GROUPS 59

FIND FULL TEXT

GROUPS SHARED BY...

ONLINE SEARCH

- Jisc Library Hub...
- Library of Congre...
- LISTA (EBSCO)
- PubMed (NLM) 500
- Web of Science C...
- more...

All Fields Contains obesity

And All Fields Contains child*

Clear Search

Search Options Search

Searching PubMed (NLM)

Retrieve results: 25 50 100 500 66,221

	Author	Year	Title	Journal	Last Updated	Ref Type
●	Stern, M.; Gray,...	2021	A cluster-randomized control trial targeting parents of pediatri...	Contemp Clin Trials	01/02/2021	Journal Article
●	De Leon-Ramire...	2021	Histomorphological testicular changes and decrease in the sp...	Ann Anat	01/02/2021	Journal Article
●	Lokken, E. M.; H...	2021	Disease Severity, Pregnancy Outcomes and Maternal Deaths a...	Am J Obstet Gynecol	01/02/2021	Journal Article
●	Assfalg, R.; Kno...	2021	Oral insulin immunotherapy in children at risk for type 1 diabet...	Diabetologia	01/02/2021	Journal Article
●	McCarthy, E. K.;...	2021	Behavioral consequences at 5 y of neonatal iron deficiency in...	Am J Clin Nutr	01/02/2021	Journal Article
●	Reyes, S. M.; Mil...	2021	Messaging and methodological considerations when researchi...	Eur J Clin Nutr	01/02/2021	Journal Article

Online Search (4)

Double clicking a reference brings up a summary of the reference in a pane on the right

EndNote 20 - My EndNote Library.enl

helen.bond@bodleian.ox...
Sync Status

All References 474
Recently Added
Unfiled 415
Trash 69
MY GROUPS 59
FIND FULL TEXT
GROUPS SHARED BY...
ONLINE SEARCH
Jisc Library Hub...
Library of Congre...
LISTA (EBSCO)
PubMed (NLM) 500
Web of Science C...
more...

All Fields Contains obesity
And All Fields Contains child*
Clear Search Search Options Search

Searching PubMed (NLM)
Retrieve results: 25 50 100 500 66,221

Author	Year	Title	Jour
Pyle, A. K.; Cant...	2021	Antibiotic exposure and growth patterns in preterm, very low b...	Mat
Hashemian, S. R...	2021	Mesenchymal stem cells derived from perinatal tissues for trea...	Ster
Eiholzer, U.; Frit...	2021	The increase in child obesity in Switzerland is mainly due to mi...	BMC
Reeve, E.; Thow...	2021	Identifying opportunities to strengthen school food environme...	BMC
Tung, J. Y.; Ho, F...	2021	Does obesity persist from childhood to adolescence? A 4-year...	BMC
Beckman, M.; H...	2021	Understanding Individual and Socio-cultural Factors Associate...	App
Zheng, H.; Xu, Z...	2021	Long-term exposure to ambient air pollution and obesity in sc...	Envi
De Groot, C. J.;...	2021	Clinical management of patients with genetic obesity during C...	End

Zheng, 2021 #13 Summary Edit X

B I U X¹ X₁ Q Save

Reference Type Journal Article

Author Zheng, H.
Xu, Z.
Wang, Q.
Ding, Z.
Zhou, L.
Xu, Y.
Su, H.
Li, X.
Zhang, F.
Cheng, J.

Year 2021

Title Long-term exposure to ambient air pollution and obesity in school-aged children and adolescents in Jiangsu province of China

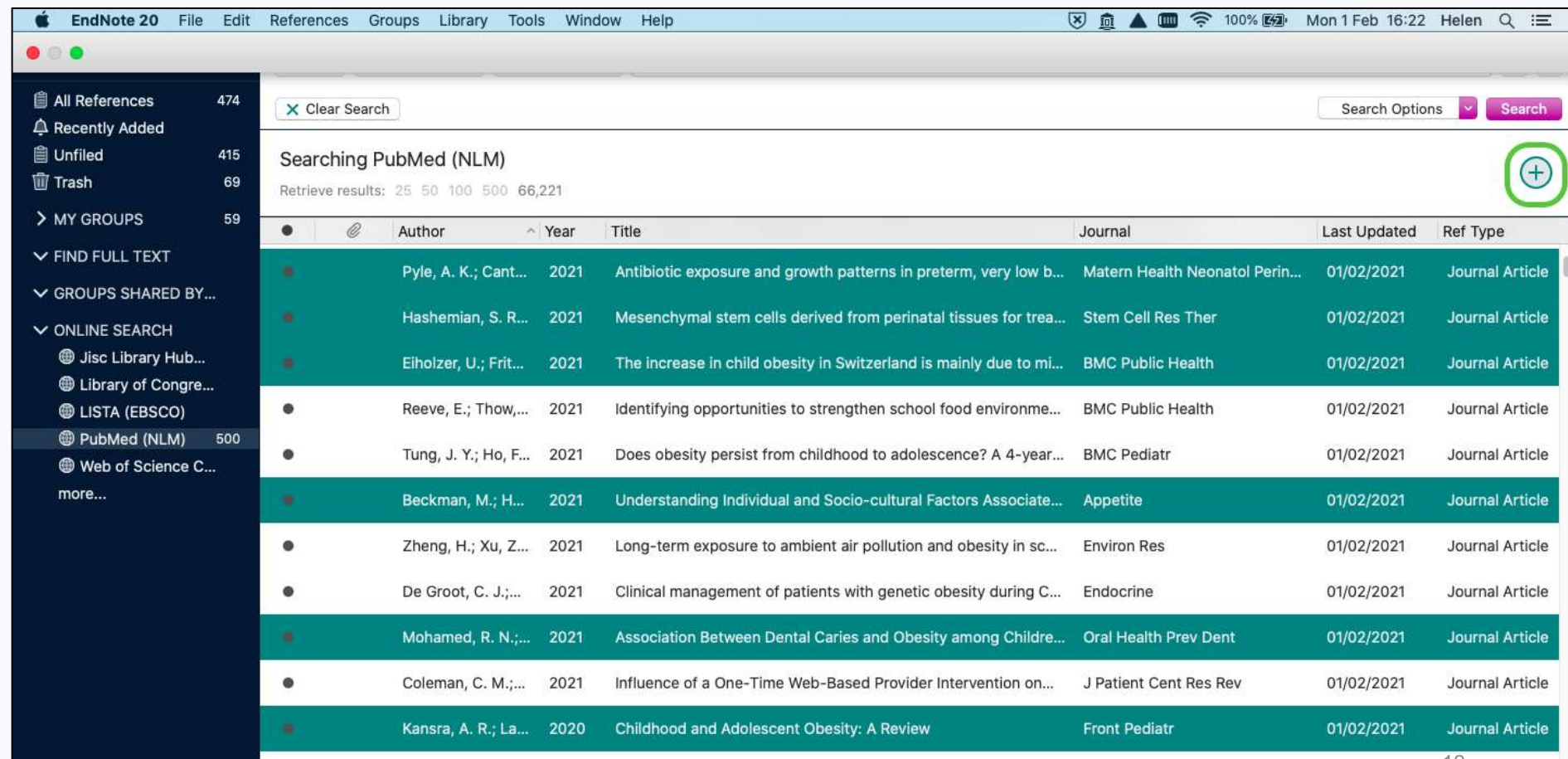
Journal Environ Res

Volume

Part/Supplement

Online Search (5)

Highlight references you would like to add to your library and click the plus button. They will be added to the 'recently added' area.



EndNote 20 File Edit References Groups Library Tools Window Help

Retrieving results: 25 50 100 500 66,221

Searching PubMed (NLM)

Retrieving results: 25 50 100 500 66,221

Search Options Search


● Author Year Title Journal Last Updated Ref Type

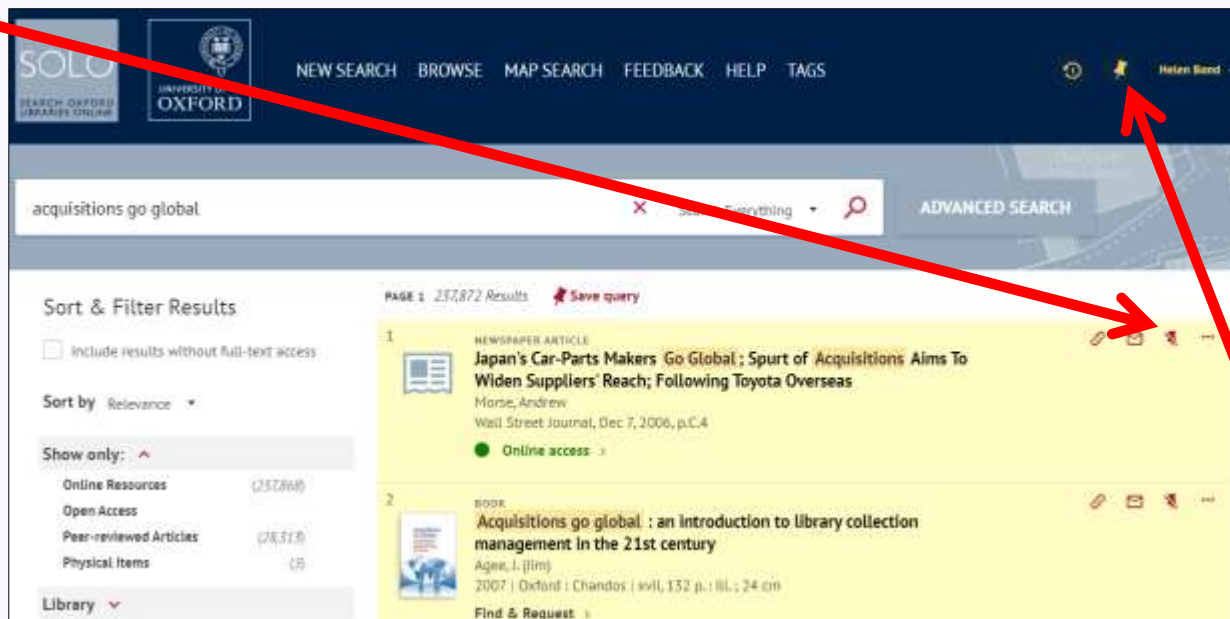
●	Pyle, A. K.; Cant...	2021	Antibiotic exposure and growth patterns in preterm, very low b...	Matern Health Neonatol Perin...	01/02/2021	Journal Article
●	Hashemian, S. R...	2021	Mesenchymal stem cells derived from perinatal tissues for trea...	Stem Cell Res Ther	01/02/2021	Journal Article
●	Eiholzer, U.; Frit...	2021	The increase in child obesity in Switzerland is mainly due to mi...	BMC Public Health	01/02/2021	Journal Article
●	Reeve, E.; Thow,...	2021	Identifying opportunities to strengthen school food environme...	BMC Public Health	01/02/2021	Journal Article
●	Tung, J. Y.; Ho, F...	2021	Does obesity persist from childhood to adolescence? A 4-year...	BMC Pediatr	01/02/2021	Journal Article
●	Beckman, M.; H...	2021	Understanding Individual and Socio-cultural Factors Associate...	Appetite	01/02/2021	Journal Article
●	Zheng, H.; Xu, Z...	2021	Long-term exposure to ambient air pollution and obesity in sc...	Environ Res	01/02/2021	Journal Article
●	De Groot, C. J.;...	2021	Clinical management of patients with genetic obesity during C...	Endocrine	01/02/2021	Journal Article
●	Mohamed, R. N.;...	2021	Association Between Dental Caries and Obesity among Childre...	Oral Health Prev Dent	01/02/2021	Journal Article
●	Coleman, C. M.;...	2021	Influence of a One-Time Web-Based Provider Intervention on...	J Patient Cent Res Rev	01/02/2021	Journal Article
●	Kansra, A. R.; La...	2020	Childhood and Adolescent Obesity: A Review	Front Pediatr	01/02/2021	Journal Article

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Exporting records from SOLO

Exporting items from SOLO

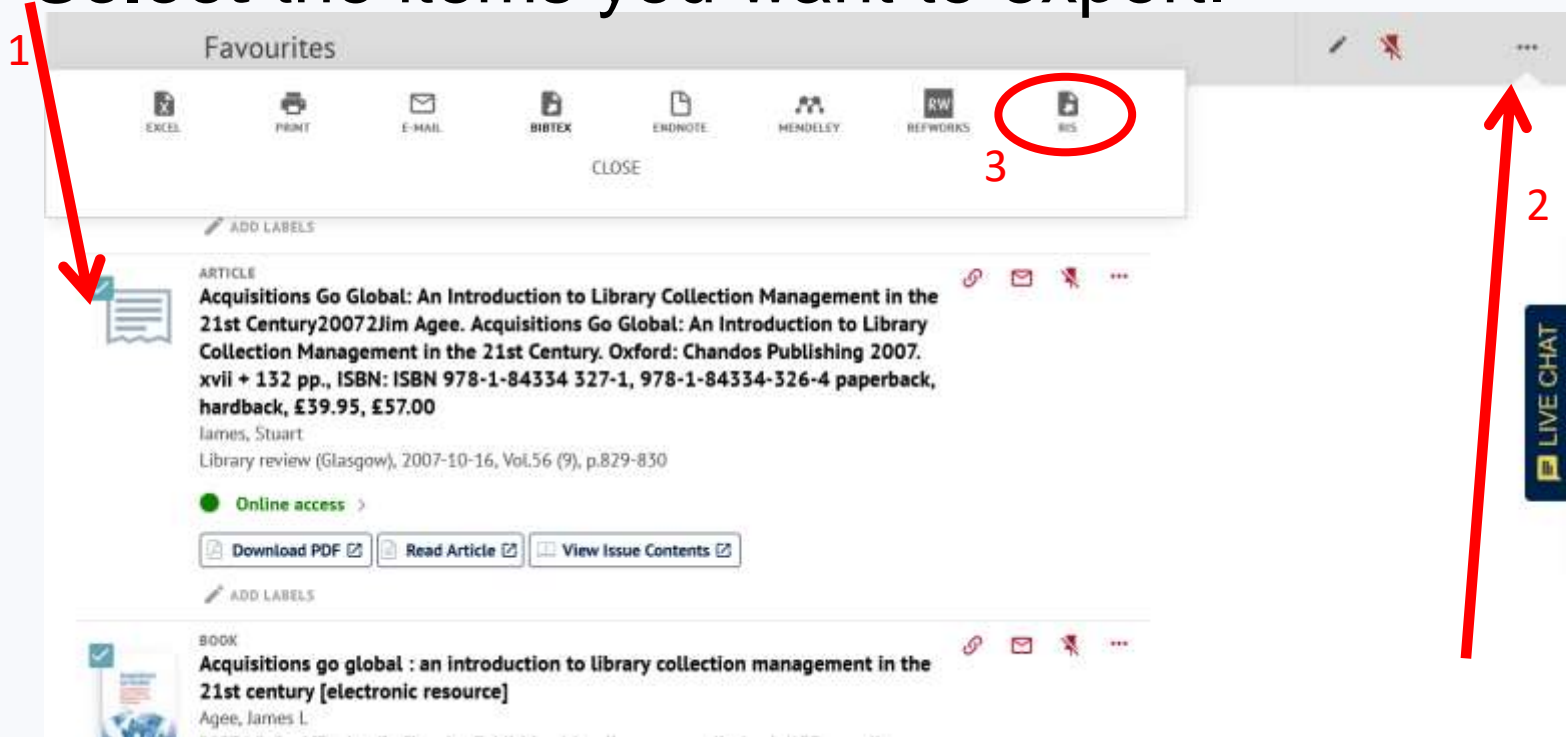
1. Login to **SOLO** using your **Single Sign On**
2. Search **SOLO** and mark some results by clicking the  **pin** next to the item. They will save to 'Favourites'



3. Access your **Favourites** for a list all of the records you have marked

Exporting items from SOLO (1)

4. Select the items you want to export.



5. Click the “Push to’ actions” three-dot icon and you can either select RIS or EndNote.

Exporting items from SOLO (2)

RIS

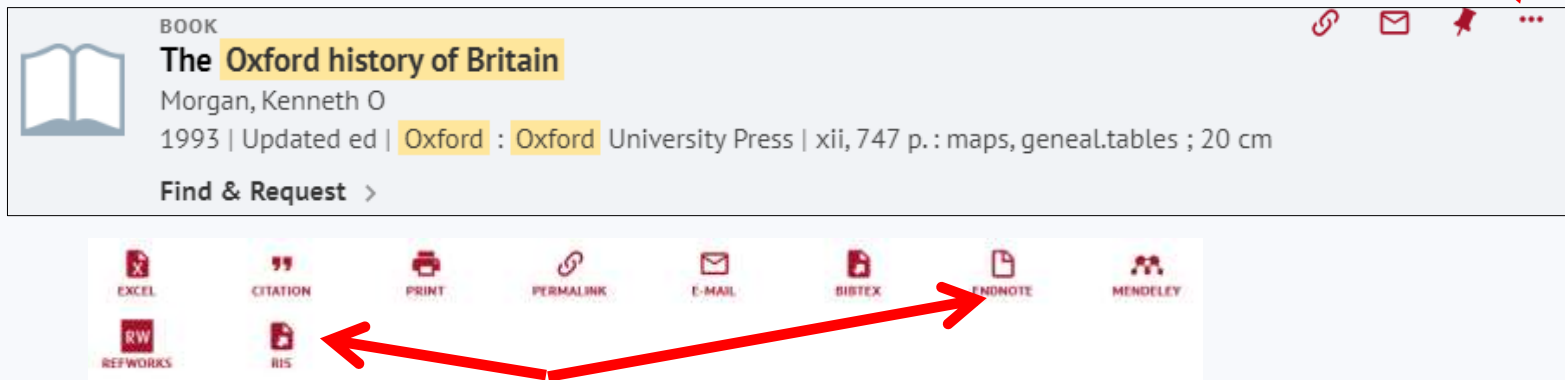
Choosing 'RIS' exports the record to the desktop version of EndNote so is good to use when on your machine which has EndNote installed.

EndNote

Choosing 'EndNote' exports the record to EndNote Online, which is a good option when you are away from your computer.

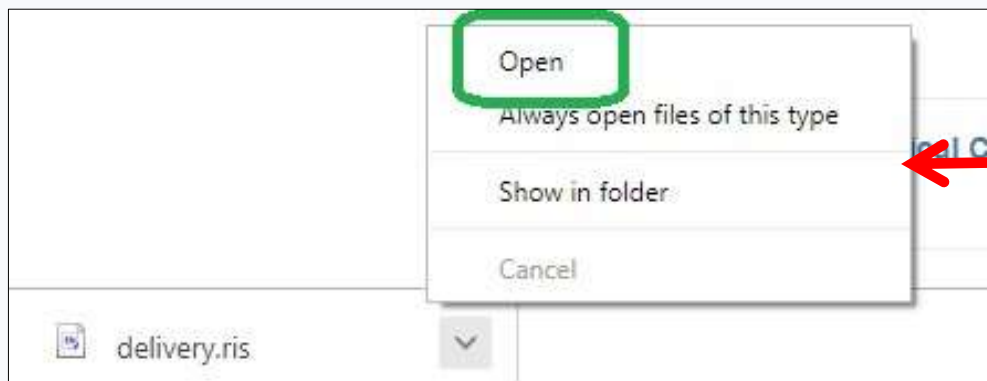
Exporting items from SOLO (3)

6. Alternatively, to export a single record, click the three-dot export button.



7. Choose **EndNote** or **RIS**.

Exporting items from SOLO (4)



8. If you opt for the RIS option, your browser will download the RIS file. Click on the file to open it.

9. The RIS file will automatically be imported into your EndNote library under 'Imported References'.



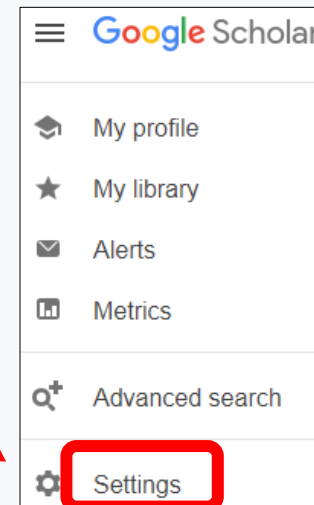
Adding references from Google scholar

Exporting items from Google Scholar (1)

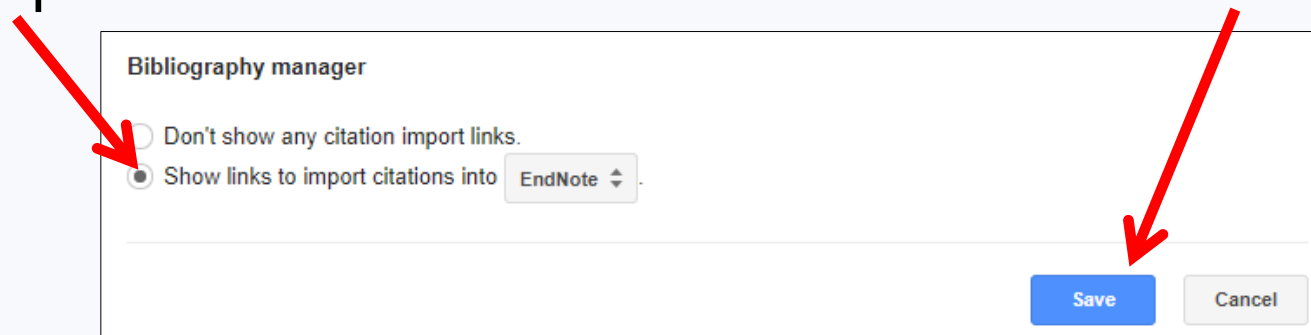
1. From the Google Scholar search page, click the menu button then **Settings**

2. Scroll down to **Bibliography manager** settings

3. Select to “**Show links to import citations into**” – choose EndNote from the dropdown menu

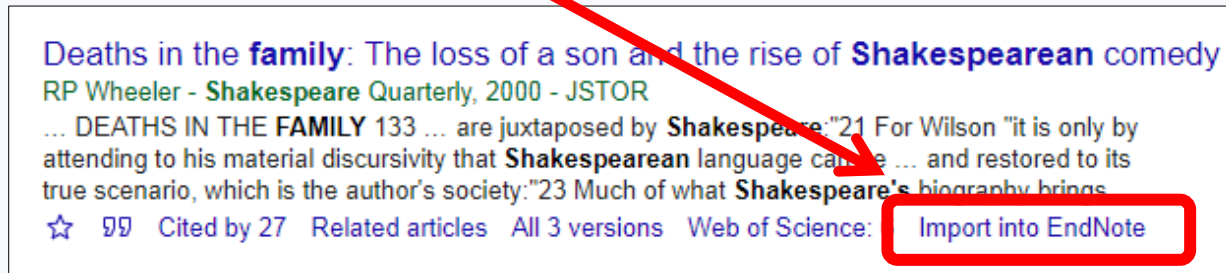


4. **Save** preferences



Exporting items from Google Scholar (2)

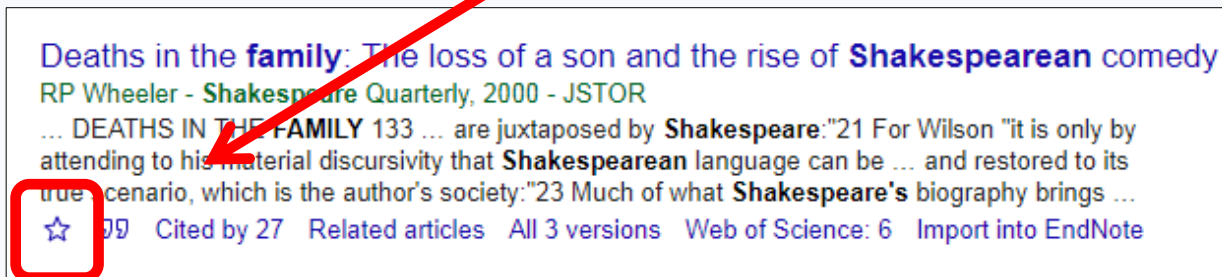
4. Search results should now offer the option to **Import to EndNote**.



5. An ENW file is created. It may open automatically otherwise open the file manually from your browser or files. The references will be imported into your desktop EndNote library under 'Imported References'.

Exporting items from Google Scholar (3)

6. Alternatively you can select multiple records by clicking the star.



This saves the titles to 'My library', where you can export multiple references at once to EndNote.

Exporting items from Google Scholar (4)

7. This saves the titles to 'My library', where you can export multiple references at once to EndNote.

The screenshot shows the Google Scholar interface. At the top, there is a search bar labeled 'Search my library' and a user profile icon. Below the search bar, the 'My library' section is visible. On the left, there is a sidebar with links: 'All articles', 'Reading list', 'Trash', and 'Manage labels...'. The main content area shows a list of articles. The first article is 'Articles in your library' with a sub-entry 'chicken pox vaccine'. The second article is 'Compulsory vaccination: the Italian experience' by R Siliquini, published in 2018 in 'The European Journal of ...'. The third article is 'Improved temporal trends of vaccination coverage rates in childhood after the mandatory vaccination act, Italy 2014–2019' by M Sabbatucci, A Odone, C Signorelli, and A Siddu, published in 2021 in 'Journal of Clinical ...'. The fourth article is 'Maintaining high vaccine coverage (VC) for pediatric vaccinations is crucial to ensure herd immunity, reducing the risk of vaccine-preventable diseases (VPD). The Italian vaccination ...'. In the top right corner, there is a 'My library' button with a star icon. In the top left corner, there is an 'Export all' button with a download icon. A dropdown menu is open from the 'Export all' button, showing options: 'BibTeX', 'EndNote', 'RefMan', and 'CSV'. The 'EndNote' option is highlighted with a green box. The 'My library' button is also highlighted with a green box.

Google Scholar Search my library

My library Export all

All articles Reading list Trash Manage labels...

Articles in your library

chicken pox vaccine

Compulsory vaccination: the Italian experience [HTML] oup.com Find it @ Oxford

cia, R Siliquini - The European Journal of ..., 2018 - academic.oup.com

Vaccine hesitancy is a phenomenon that has increased widely in the last few years, in the Europe and in the USA, giving its consequences on vaccine coverage rates. The decrease ...

Cite Label Delete Edit Cited by 17 Related articles All 11 versions Web of Science: 11

Import into EndNote

Improved temporal trends of vaccination coverage rates in childhood after the mandatory vaccination act, Italy 2014–2019 [PDF] mdpi.com Find it @ Oxford

M Sabbatucci, A Odone, C Signorelli, A Siddu... - Journal of Clinical ..., 2021 - mdpi.com

Maintaining high vaccine coverage (VC) for pediatric vaccinations is crucial to ensure herd immunity, reducing the risk of vaccine-preventable diseases (VPD). The Italian vaccination ...

Cite Label Delete

Have a go!

www.bodleian.ox.ac.uk/ask/workshops/reference-management-workshop-handouts

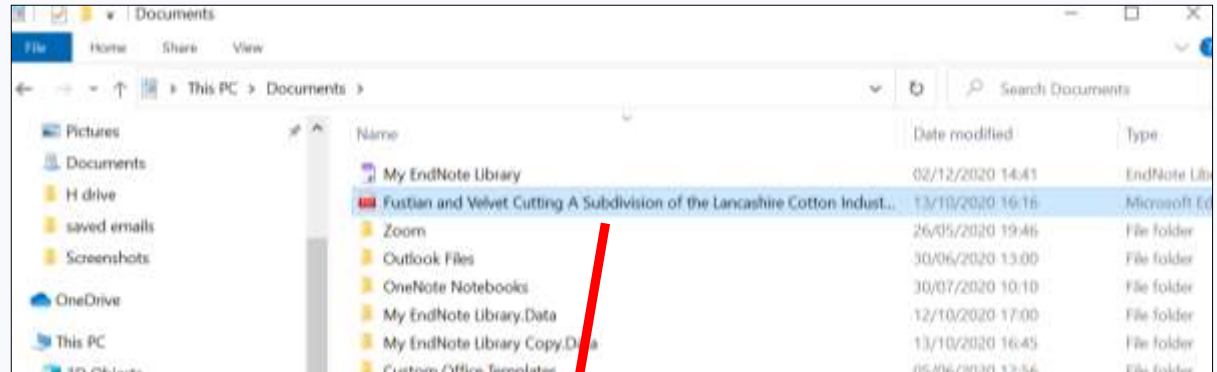
- Online search
- SOLO
- Google Scholar
- Databases:
 - Humanities
 - Medical Sciences and MPLS (Mathematical, Physical and Life Sciences)
 - Social Sciences
 - English literature, modern languages and literature, linguistics

Importing records when there is
no direct export option

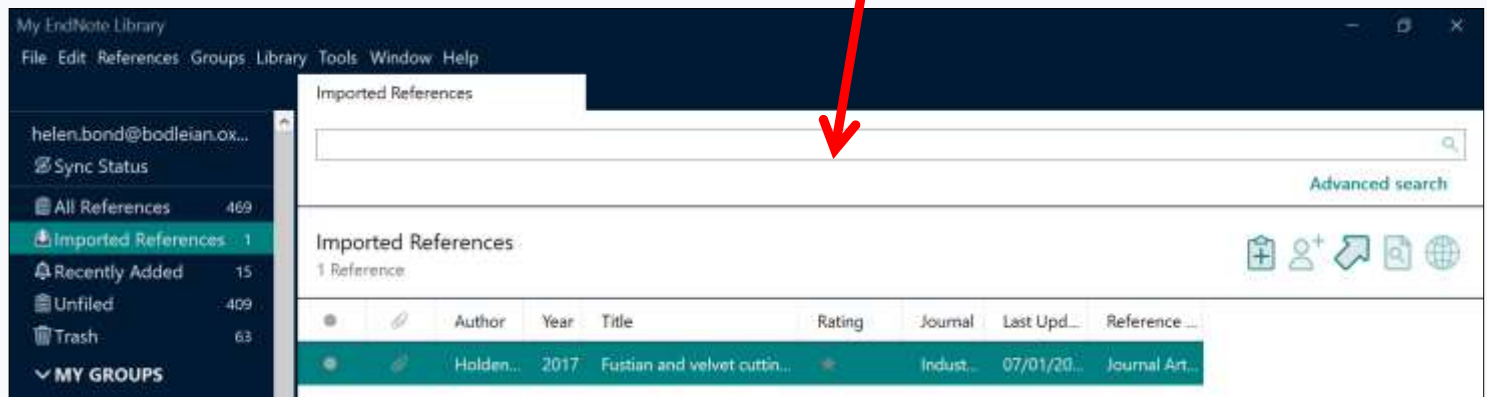
Adding references by drag & drop PDF

Adding references by drag & drop (1)

You can drag and drop full text articles and other documents that you have saved to your computer into EndNote



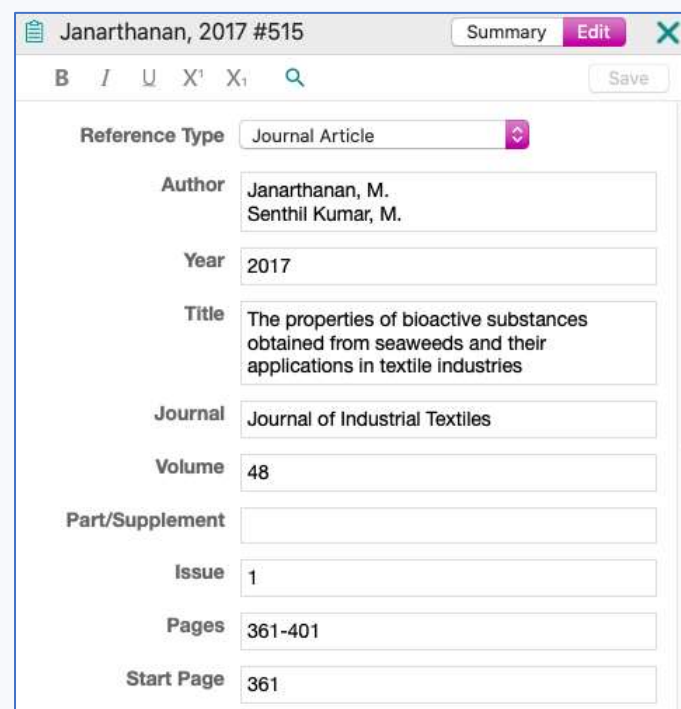
Drag & drop



Adding references by drag & drop (2)

When you drag and drop a document, EndNote will try to find matching bibliographic information and add it to your EndNote Library. Note:

- Does not work for all documents (most likely to work for PDFs of articles)
- Bibliographic data may include errors. Check your data and make changes as necessary.



The screenshot shows the 'Add new reference' dialog box in EndNote. The window title is 'Janarthanan, 2017 #515'. At the top right are 'Summary', 'Edit', and a close button. Below the title bar is a toolbar with icons for Bold (B), Italic (I), Underline (U), Text color (X), Background color (X), and a search icon. A 'Save' button is on the far right. The main area contains a form with the following fields:

Reference Type	Journal Article
Author	Janarthanan, M. Senthil Kumar, M.
Year	2017
Title	The properties of bioactive substances obtained from seaweeds and their applications in textile industries
Journal	Journal of Industrial Textiles
Volume	48
Part/Supplement	
Issue	1
Pages	361-401
Start Page	361

EndNote Click

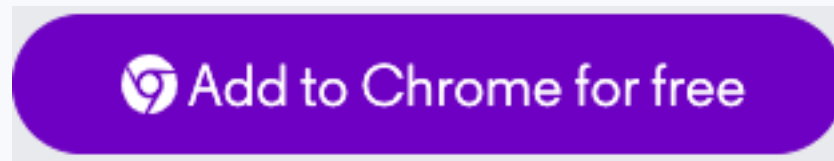
EndNote Click (1)

- Previously called Kopernio.
- Free browser plugin, which:
 - speeds up the process of accessing full-text PDFs
 - allows you to export those PDFs to EndNote and generates a reference in EndNote.
- Not compatible with every database/platform.
- Requires account with EndNote Click.
- Google Chrome, Firefox and Opera.
- 100MB of free storage.

EndNote Click (2)

Adding plugin to your browser:

- Go to kopernio.com
- Depending on your browser, there will be a button that says **Add to Firefox for free** or **Add to Chrome for free**, etc.



EndNote Click (3)

Navigate to a database and enter your search.

The image shows the PubMed.gov search interface. At the top left is the PubMed.gov logo. Below it is a search bar with the text "type 2 diabetes". To the right of the search bar is a green button labeled "Search". Below the search bar is a link labeled "Advanced".

PubMed.gov

type 2 diabetes

Search

Advanced

EndNote Click (4)

In the results page, the EndNote Click browser plugin will highlight PDFs that you can directly link to in order to read. Click **View PDF**.

Pancreatic beta-cells in **type 1** and **type 2 diabetes mellitus**: different pathways to failure.

Eizirik DL, Pasquali L, Cnop M.

Nat Rev Endocrinol. 2020 Jul;16(7):349-362. doi: 10.1038/s41574-020-0355-7. Epub 2020 May 12.

PMID: 32398822 Review.

Loss of functional beta-cell mass is the key mechanism leading to the two main forms of **diabetes mellitus** - **type 1 diabetes mellitus** (T1DM) and **type 2 diabetes mellitus** (T2DM). ...Here, we review these new findings, f ...

View PDF

Sodium-glucose cotransporter **type 2** inhibitors for the treatment of **type 2 diabetes mellitus**.

Scheen AJ.

Nat Rev Endocrinol. 2020 Oct;16(10):556-577. doi: 10.1038/s41574-020-0392-2. Epub 2020 Aug 27.

PMID: 32855502 Review.

The management of **type 2 diabetes mellitus** (T2DM) is becoming increasingly complex. Sodium-glucose cotransporter **type 2** inhibitors (SGLT2is) are the newest antidiabetic agents for T2DM. ...



Search library

EndNote Click (5)

The PDF will open in EndNote Click and automatically save it to your 'Locker'.

The screenshot displays the EndNote Click interface. On the left, a sidebar titled 'MyLocker' shows a list of saved documents, including 'S. Regueiro, C. Matte-Gagné, A. B... Early Childhood Research ... (2022)'. Below this list is a purple button labeled 'Saved in Locker'. Further down are options: 'Download PDF', 'Share PDF', 'Export reference', 'Push to EndNote Web', and 'Visit journal page'. The main window shows a PDF document titled 'Paternal mind-mindedness and child executive functioning in the kindergarten classroom' by Sophie Regueiro, Célia Matte-Gagné, and Annie Bernier. The document is from 'Early Childhood Research Quarterly 58 (2022) 27-34'. The interface includes a top navigation bar with a search icon, a zoom slider, and a 'Automatic Zoom' button. The article title is prominently displayed, followed by the authors' names and their affiliations: 'University of Montreal, Department of Psychology, P.O. Box 6128 Downtown Station, Montreal H3C 3J7, Canada' and 'Laval University, 2325 rue de l'Université, Quebec G1V 0A6, Canada'. The journal homepage is listed as 'www.elsevier.com/locate/ecresq'. The article is published by Elsevier, as indicated by the logo and text 'ELSEVIER'.

To export the PDF to EndNote, click Export to EndNote.

EndNote Click (6)

The PDF file will display in the 'Imported References' area of your EndNote Library.

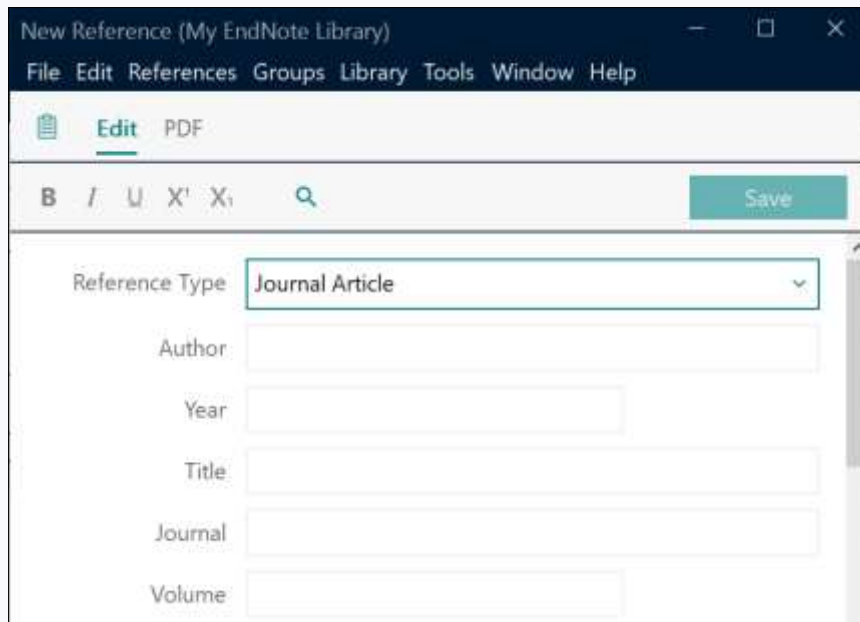
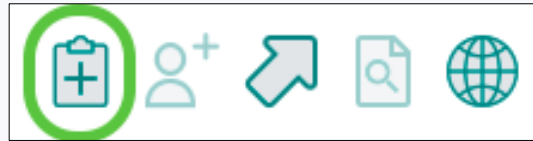
The screenshot displays the EndNote 20 application window titled "EndNote 20 - My EndNote Library.enl". The interface is divided into several sections:

- Left Sidebar:** Contains navigation options such as "helen.bond@bodleian.ox...", "Sync Status", "All References" (481), "Imported References" (1), "Recently Added" (7), "Unfiled" (422), "Trash" (81), "MY GROUPS" (60), "FIND FULL TEXT", "GROUPS SHARED BY...", and "ONLINE SEARCH".
- Search Bar:** Located at the top of the main pane, with a "Search" input field and an "Advanced Search" button.
- Imported References Section:** Displays "1 References". Below this is a table with columns for "Author", "Year", "Title", and "Journal". One reference is listed and highlighted in green: Eizirik, Décio L.;... 2020 Pancreatic β -cells in type 1 and type 2 diabetes mellitus: differ... Nature Reviews Endocrinology.
- Right Panel:** Shows the details for the selected reference, "Eizirik, 2020 #562". It includes a "Summary" tab, an "Edit" button, and a "Save" button. The reference details are as follows:
 - Reference Type:** Journal Article
 - Author:** Eizirik, Décio L. Pasquali, Lorenzo Cnop, Miriam
 - Year:** 2020
 - Title:** Pancreatic β -cells in type 1 and type 2 diabetes mellitus: different pathways to failure
 - Journal:** Nature Reviews Endocrinology

Adding reference manually

Adding reference manually (1)

1. Click on the plus button in the toolbar:

A screenshot of the 'New Reference (My EndNote Library)' dialog box. The window has a dark blue title bar and a menu bar with 'File', 'Edit', 'References', 'Groups', 'Library', 'Tools', 'Window', and 'Help'. Below the menu bar is a toolbar with 'Edit' and 'PDF' tabs, and a 'Save' button. The main area contains a 'Reference Type' dropdown menu set to 'Journal Article'. Below this are input fields for 'Author', 'Year', 'Title', 'Journal', and 'Volume'.

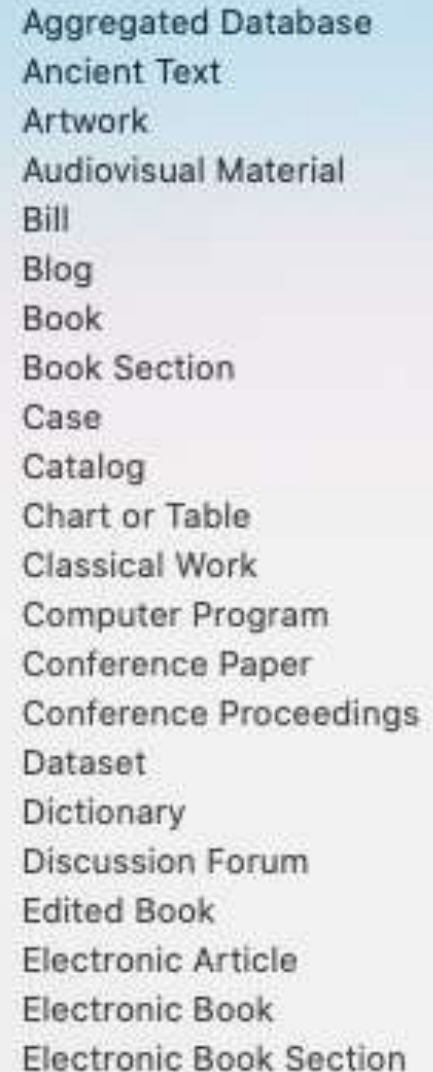
2. Choose a material type from the drop down menu

Adding reference manually (2)

3. Choose a material type from the drop down menu (e.g. journal article, book, thesis, web page etc.)

Note - There are several different types of 'Book'

- "Book" = standard book by one or more authors
- "Book, Section" = Chapter
- "Edited Book" = edited collection of chapters/essays by multiple authors

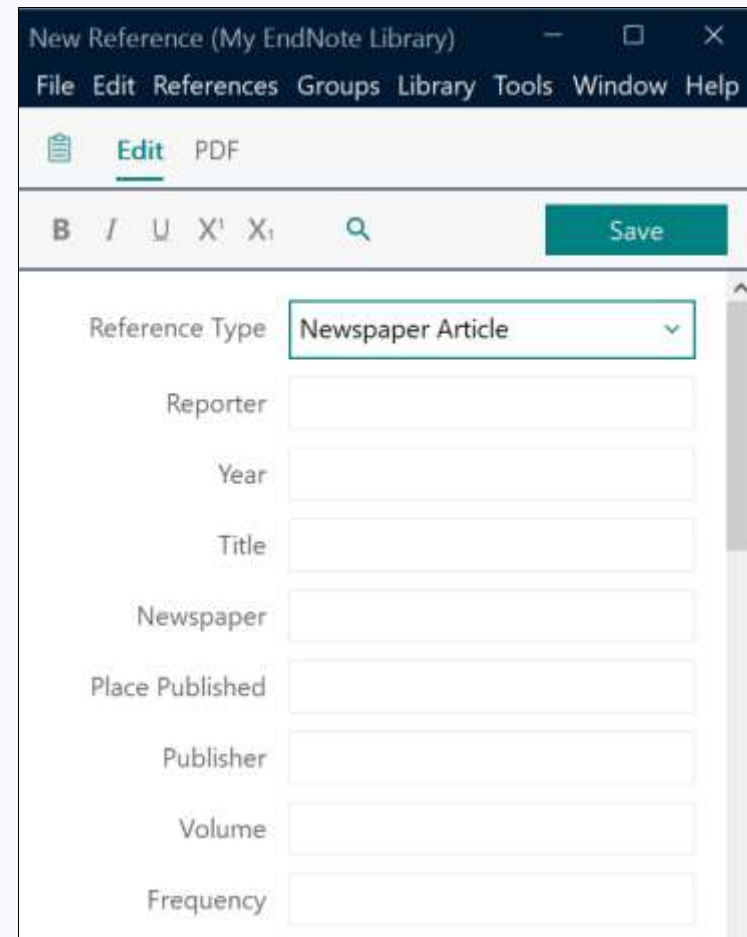
A screenshot of a dropdown menu for selecting reference material types. The menu is light blue with a vertical gradient and a thin black border. It contains 21 items listed vertically in a dark blue, sans-serif font. The items are: Aggregated Database, Ancient Text, Artwork, Audiovisual Material, Bill, Blog, Book, Book Section, Case, Catalog, Chart or Table, Classical Work, Computer Program, Conference Paper, Conference Proceedings, Dataset, Dictionary, Discussion Forum, Edited Book, Electronic Article, Electronic Book, and Electronic Book Section.

Aggregated Database
Ancient Text
Artwork
Audiovisual Material
Bill
Blog
Book
Book Section
Case
Catalog
Chart or Table
Classical Work
Computer Program
Conference Paper
Conference Proceedings
Dataset
Dictionary
Discussion Forum
Edited Book
Electronic Article
Electronic Book
Electronic Book Section

Adding reference manually (3)

5. Fill in the form. Try to fill in as many fields as you can!

6. Use the keyboard shortcut to save the reference, or close the window, which will prompt you to save.



The screenshot shows the 'New Reference (My EndNote Library)' window. The title bar includes standard window controls. The menu bar contains 'File', 'Edit', 'References', 'Groups', 'Library', 'Tools', 'Window', and 'Help'. Below the menu bar is a toolbar with icons for 'Edit' (a notepad icon) and 'PDF' (a magnifying glass icon). A secondary toolbar contains text formatting icons: 'B' (bold), 'I' (italic), 'U' (underline), 'X' (link), 'X' (unlink), a search icon, and a green 'Save' button. The main area of the window is a form for adding a new reference. The 'Reference Type' dropdown menu is set to 'Newspaper Article'. Below this are several input fields: 'Reporter', 'Year', 'Title', 'Newspaper', 'Place Published', 'Publisher', 'Volume', and 'Frequency'. Each field is represented by a text box with a label to its left.



Have a go!

www.bodleian.ox.ac.uk/ask/workshops/reference-management-workshop-handouts

- Drag and drop PDFs
- Manually adding a reference
- EndNote Click

Looking after your references

Adding notes and documents, editing, de-duplicating references, groups

Attaching documents and adding notes

To add personal notes click in the **Research Notes** field.

To attach a document, click on **attach file** in the editing pane and navigate to your saved document or drag and drop the file.

The screenshot shows a document editing interface for a file named "Mirsky, 1997 #3". At the top, there are tabs for "Summary" and "Edit", and a close button (X). Below the tabs is a toolbar with formatting options: Bold (B), Italic (I), Underline (U), Strikethrough (X¹), and a search icon (magnifying glass). A "Save" button is located to the right of the toolbar. The main content area is divided into two sections. The top section, labeled "Notes", contains the text: "International forum; 1st INTERNATIONAL CONGRESS SERIES -AMSTERDAM- EXCERPTA MEDICA THEN ELSEVIER SCIENCE- VOL 1166 New York; Elsevier, 1998 1998 Papers". The bottom section contains three input fields: "Research Notes", "URL", and "Author Address". The "Research Notes" field is highlighted with a green rounded rectangle. Below the "URL" field, there is a "File Attachments" section with an "Attach file" button, which is also highlighted with a green rounded rectangle.

Editing references



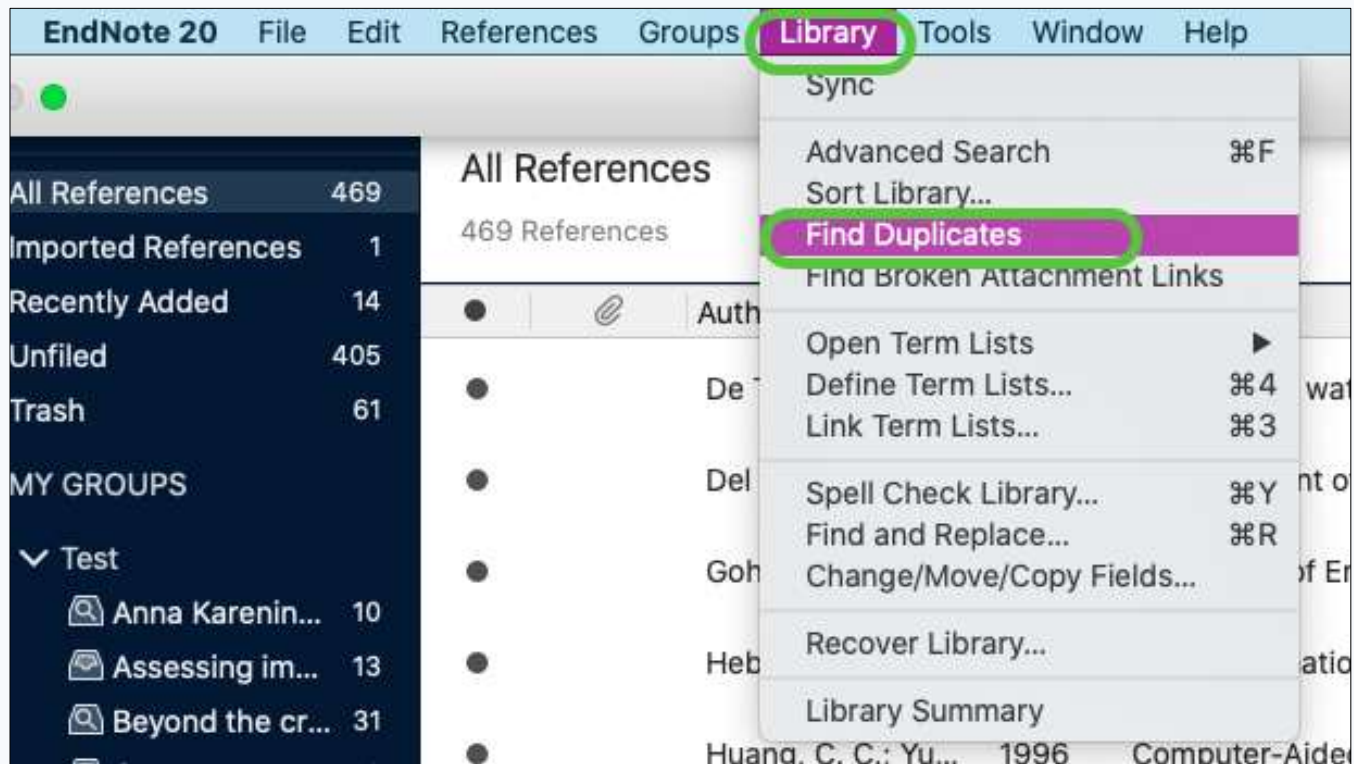
Some records will need editing, especially from SOLO



If you do not edit your records this may lead to errors in your bibliographies and citations

Finding duplicate references (1)

Click **Library > Find Duplicates**



Finding duplicate references (2)

Decide which record to keep and click **Keep This Record**

Comparing 1 and 2 of 2 duplicates. Skip Cancel

Select the record to keep. The record not selected will be moved to the Trash. Select Skip to go to the next set of duplicates.

Keep this Record

Dubin, 2018 #507
Ref Type: Journal Article

Author
Dubin, E.
Fraenz, M.
Pätzold, M.
Halekas, J. S.
McFadden, J.
Connerney, J. E. P.
Jakosky, B. M.
Vaisberg, O.
Zelenyi, L.

Year
2018

Title
Solar Wind Deflection by Mass Loading in the Martian Magnetosheath Based on MAVEN Observations

Journal
Geophysical Research Letters

Volume
45

Added to Library: 02/12/2020 Last Updated: 02/12/2020

Keep this Record

Dubin, 2018 #512
Ref Type: Journal Article

Author
Dubin, E.
Fraenz, M.
Pätzold, M.
Halekas, J. S.
McFadden, J.
Connerney, J. E. P.
Jakosky, B. M.
Vaisberg, O.
Zelenyi, L.

Year
2018

Title
Solar Wind Deflection by Mass Loading in the Martian Magnetosheath Based on MAVEN Observations

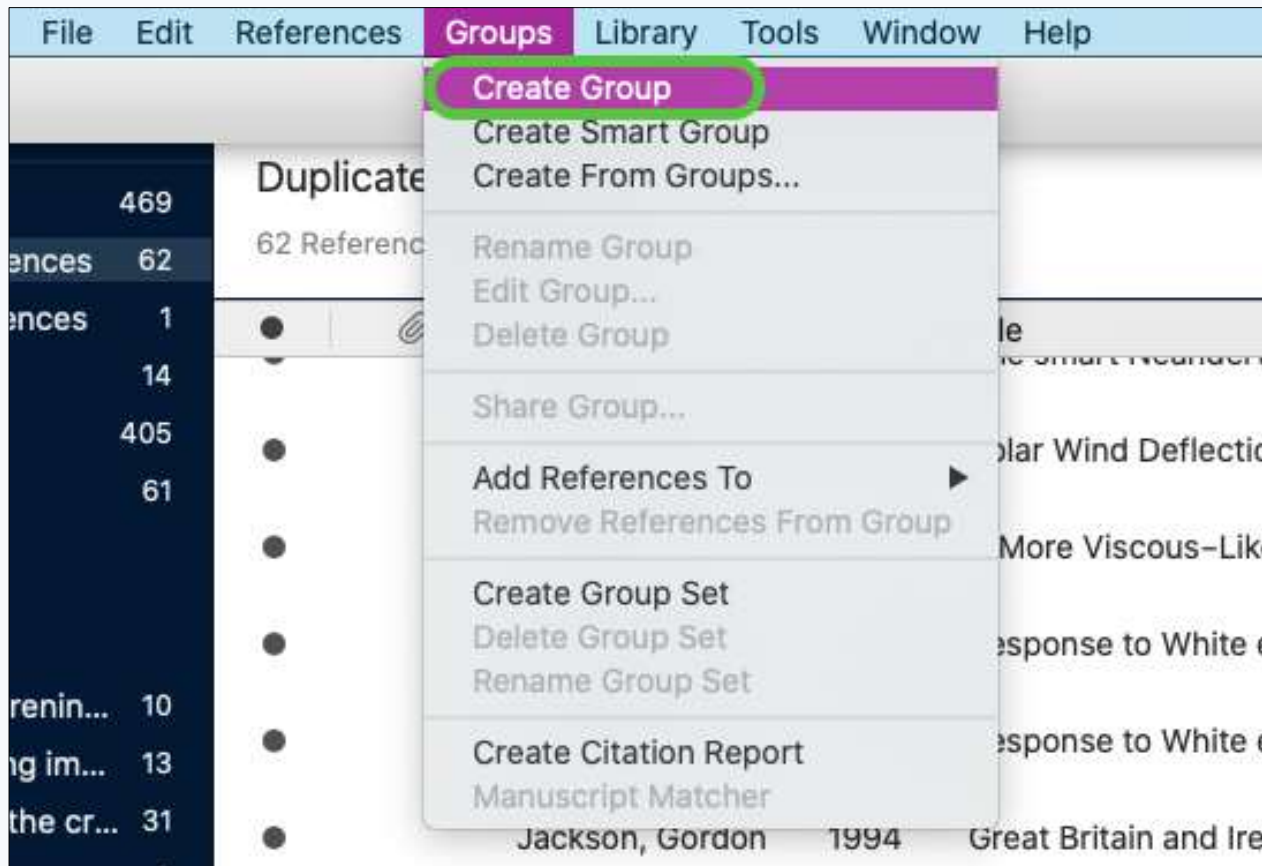
Journal
Geophysical Research Letters

Volume
45

Added to Library: 02/12/2020 Last Updated: 02/12/2020

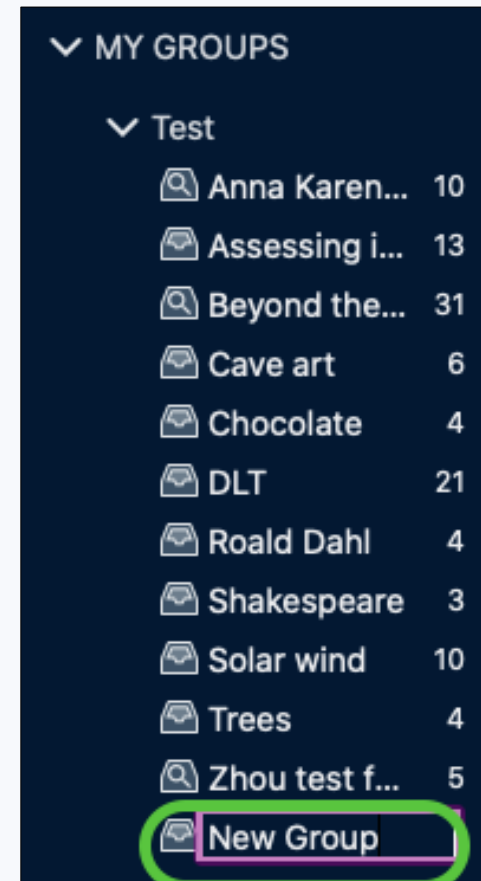
Creating groups (1)

1. Click **Groups > Create Group**



Creating Groups (2)

2. Type the name for your group

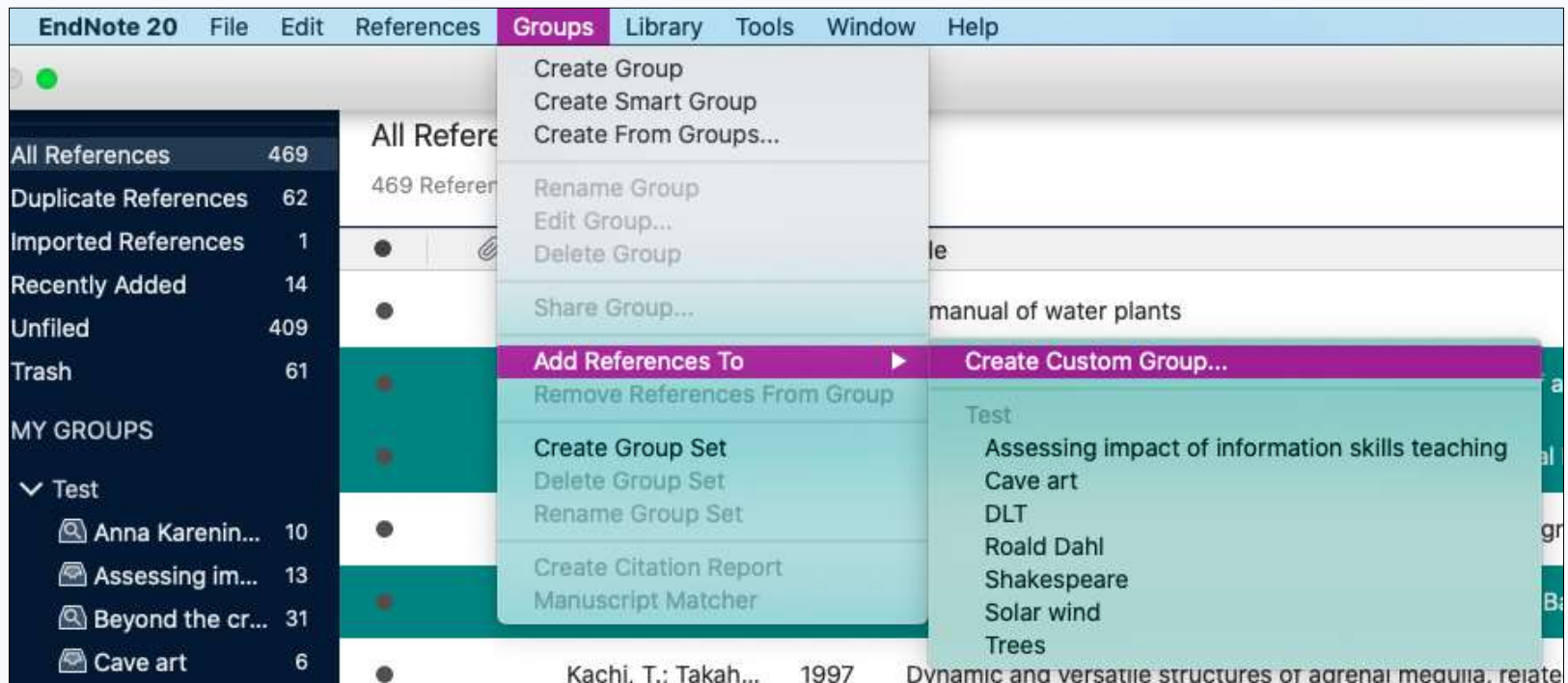


Moving references into groups (1)

Method 1:

Click **Groups > Add References To.**

Select the group you would like to move the references to.



Moving references into groups (2)

Method 2:

Select references from your library, right click and select **Add References To**.

The screenshot displays a reference management application. On the left is a dark sidebar with navigation options: Sync Status, All References (469), Duplicate References (62), Imported References (1), Recently Added (14), Unfiled (409), Trash (61), MY GROUPS (expanded), Test (expanded), Anna Karenin... (10), Assessing im... (13), Beyond the cr... (31), Cave art (6), DLT (21), Roald Dahl (4), Shakespeare (3), Solar wind (10), Trees (4), Zhou test for i... (5), FIND FULL TEXT, GROUPS SHARED BY..., and ONLINE SEARCH (Jisc Library Hub...). The main panel shows a table of 469 references. The table has columns for Author, Year, Title, and Journal. The reference by Huang, C. C.; Yu... (1996) is selected. A right-click context menu is open over this reference, showing options like New Reference, Edit References, Copy References To, Copy Formatted Reference, E-mail Reference, Move References to Trash, Add References To (highlighted), Remove References From Group, Cut, Copy, Paste, Find Full Text, Authenticate..., Find Reference Updates, OpenURL Link, Open URL, Mark as Read, Mark as Unread, and Rating. A sub-menu for 'Add References To' is also visible, listing groups: Create Custom Group..., Test, Assessing impact of information skills teaching, Cave art, DLT, Roald Dahl, Shakespeare, Solar wind, and Trees.

Author	Year	Title	Journal
De Thabrew, W....	2014	A manual of water plants	
Del Guerra, A.;...	1996	determination of a lo...	Medical imaging conference
Goh, K. L.; Liew,...	1996	natic Errors in Dual Ene...	Medical imaging conference
Hebber, E.; Olde...	1996	rs in SPECT Tomography	Medical imaging conference
Huang, C. C.; Yu...	1996		
Kachi, T.; Takah...	1997		
Ma, Y.; Evans, A....	1996		
Menard, L.; Mas...	1996		
Mirsky, R.; Jesse...	1997		
Motomura, N.; Ic...	1996		
Narita, Y.; Iida, H...	1996		
Reutter, B. W.; Kl...	1996		



Moving references into groups (3)

Method 3:

Simply drag and drop!

Have a go!

www.bodleian.ox.ac.uk/ask/workshops/reference-management-workshop-handouts

- Groups
- Adding documents and notes
- Editing references
- Duplicates

Inserting references into Word

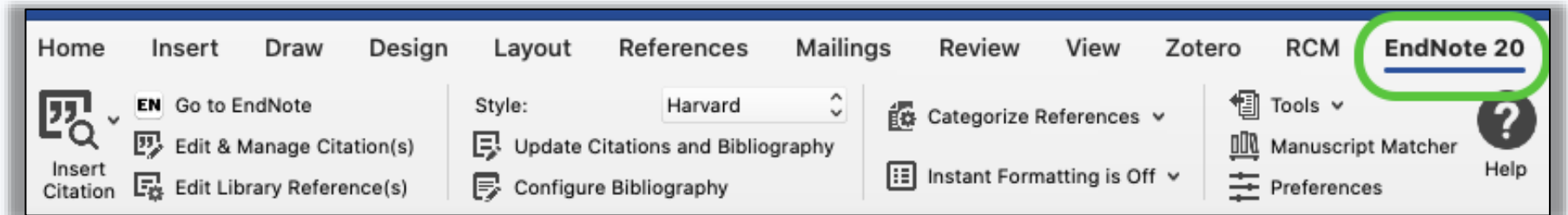
Cite While You Write

- Plug-in: **Cite While You Write**.
- Available for **Word** (**Windows** and **Mac**).
- **Automatically added** to Word upon installation of EndNote.
- Appears in **ribbon** across top of Word.

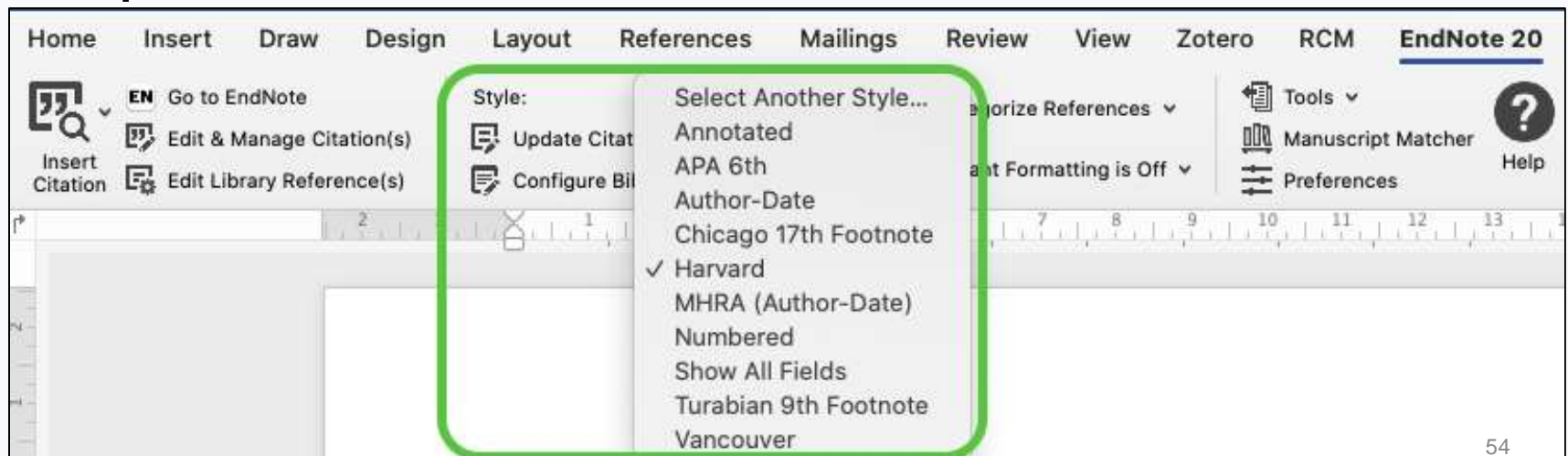


Adding a citation in Word (1)

- Choose EndNote 20 from the ribbon.

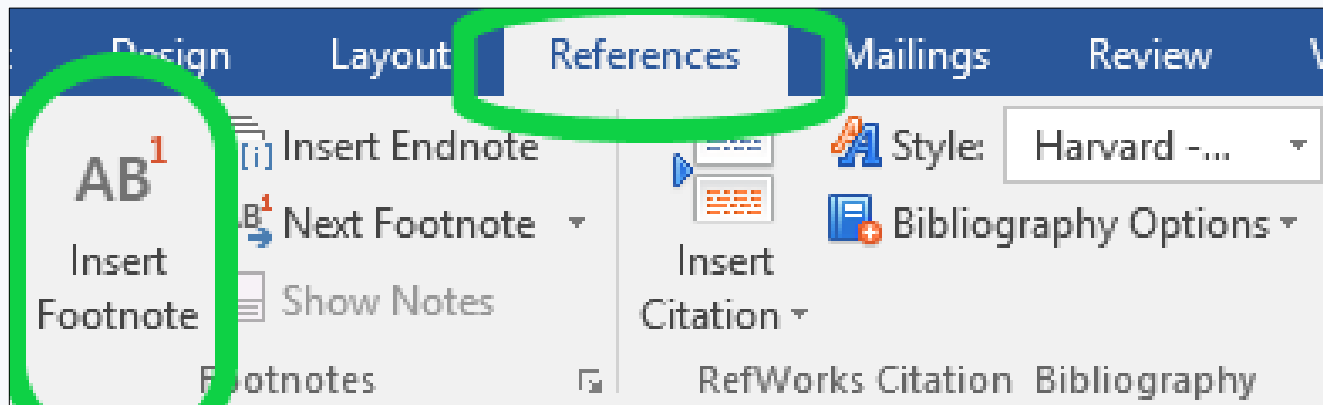


- Choose a citation style from the drop-down menu. Click **Select Another Style** to see more options.



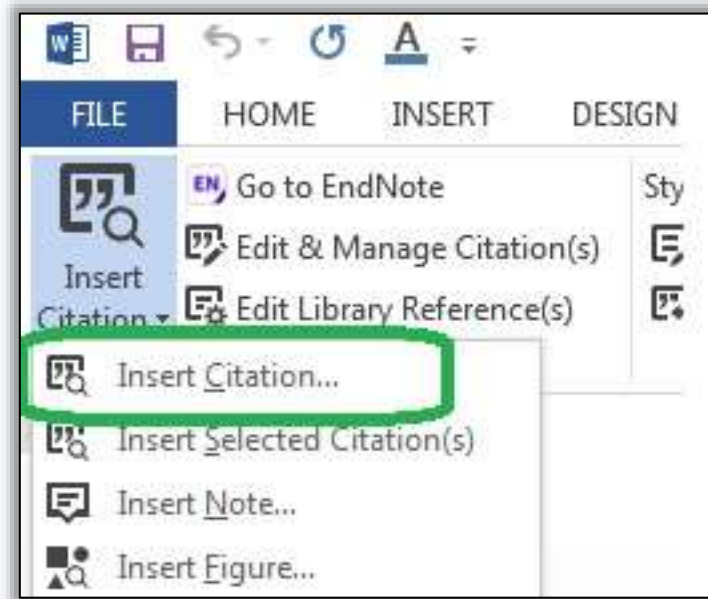
Adding a citation in Word (2)

- NB. If using a footnote style, you first need to click **References > Insert footnote**, then move over to the EndNote tab in the ribbon to insert the reference.



Adding a citation in Word (3)

- Place your cursor where the citation is to be inserted and click **Insert citation > Insert citation**



Adding a citation in Word (4)

This will open a dialogue box. Find the relevant citation(s) by submitting a search, clicking the relevant citation(s) and clicking **Insert**.

Find Citation: Search: Libraries

Author	Year	Title
	2012	Human evolution: hobbit small, but not stunted
Angell	2015	Using quantitative research methods to determine t...
Belanger	2012	Developing a collaborative faculty-librarian informat...
Blank	2017	A novel assessment tool for quantitative evaluation...
Boh Podgornik	2016	Development, testing, and validation of an informati...
British	2011	Information handling in collaborative research : an e...
Chartered Instit...		Information Literacy
Doyle	1994	Information literacy in an information society : a con...
Erlinger	2018	Outcomes Assessment in Undergraduate Informatio...
Erlinger	2018	Outcomes assessment in undergraduate Information...

Reference Type: Journal Article
Record Number: 295
Year: 2012
Title: Human evolution: hobbit small, but not stunted
Journal: Nature
Volume: 482
Issue: 7384
Pages: 135
ISSN: 0028-0836
DOI: 10.1038/482135a

? Cancel **Insert**

Library: My EndNote Library.enl 19 items in list

Adding a citation in Word (5)

- Alternatively, you can browse your references in EndNote, return to Word and click **Insert selected citation(s)**.

Sync Status

All References

469

Duplicate Referenc...

62

Imported Referenc...

1

Recently Added

14

Unfiled

409

Trash

61

MY GROUPS

All References

469 References

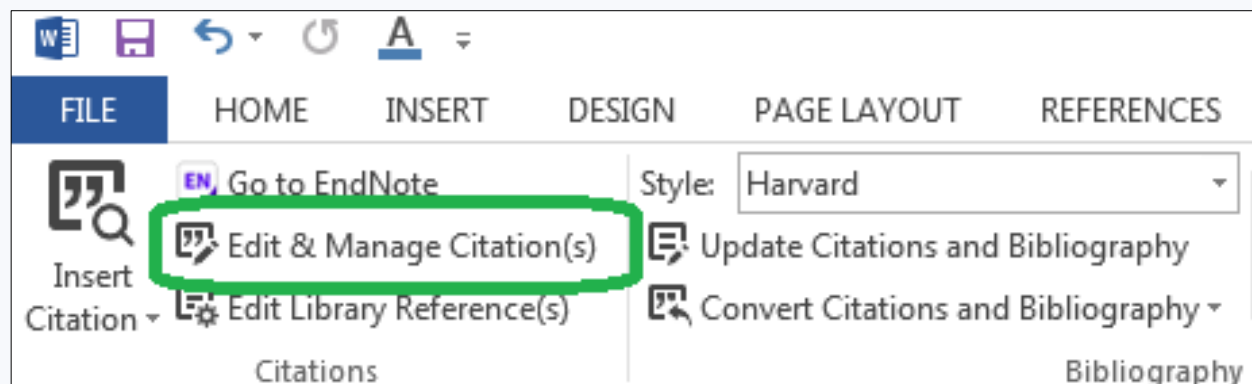
		Author	Year	Title	Journal	Last Updated ^	Ref Type
		De Thabrew, W....	2014	A manual of water plants		08/11/2019	Book
		Del Guerra, A.;...	1996	Measurement of absolute light yield and determination of a lo...	Medical imaging conference	08/11/2019	Conference P
		Goh, K. L.; Liew,...	1996	Correction of Energy Dependent Systematic Errors in Dual Ene...	Medical imaging conference	08/11/2019	Conference P

Adding page numbers to a citation (1)

- Click the reference you would like to add page numbers to, so it is highlighted grey.

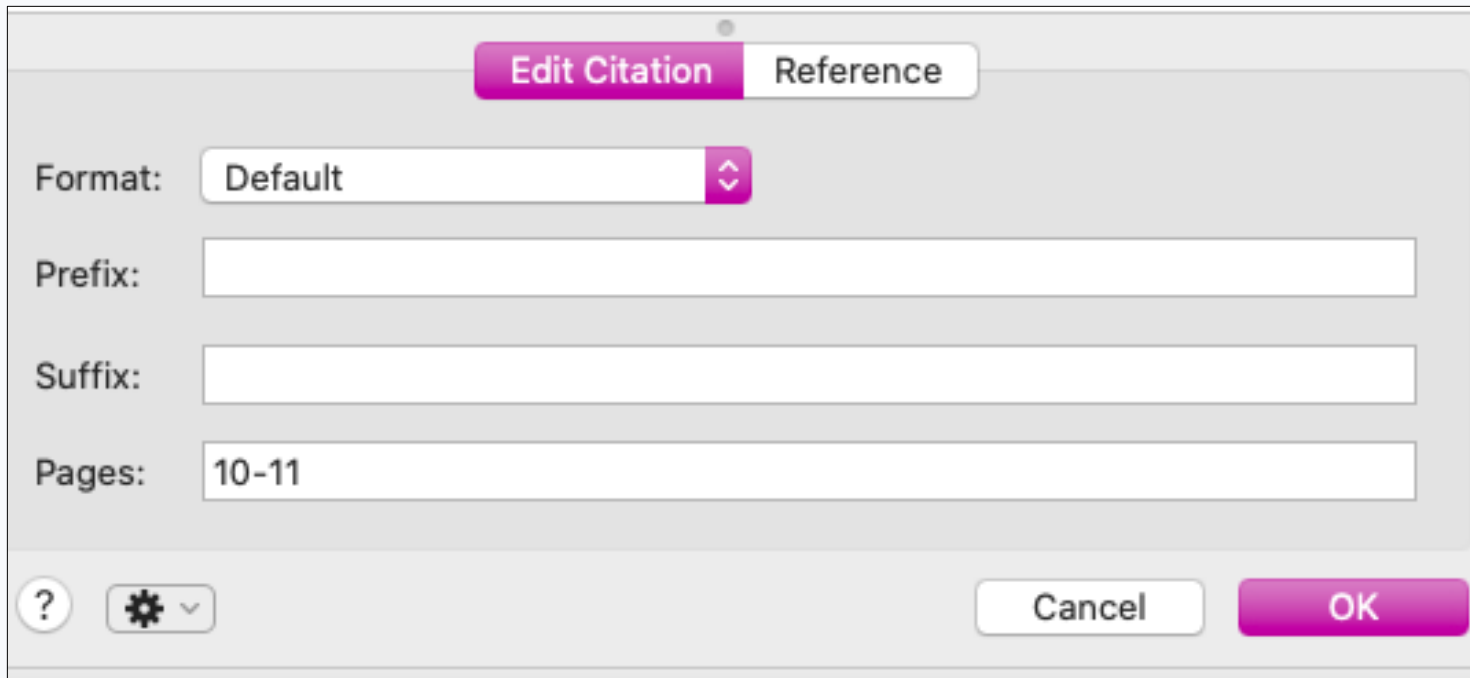
“Around 1580, a distinct group of plays—domestic tragedies as they came to be known—began to appear in the new professional playhouses of London” (Benson, 2012)

- Click **Edit & manage citations**.



Adding page numbers to a citation (2)

- Add the page number(s) in the **Pages** box.

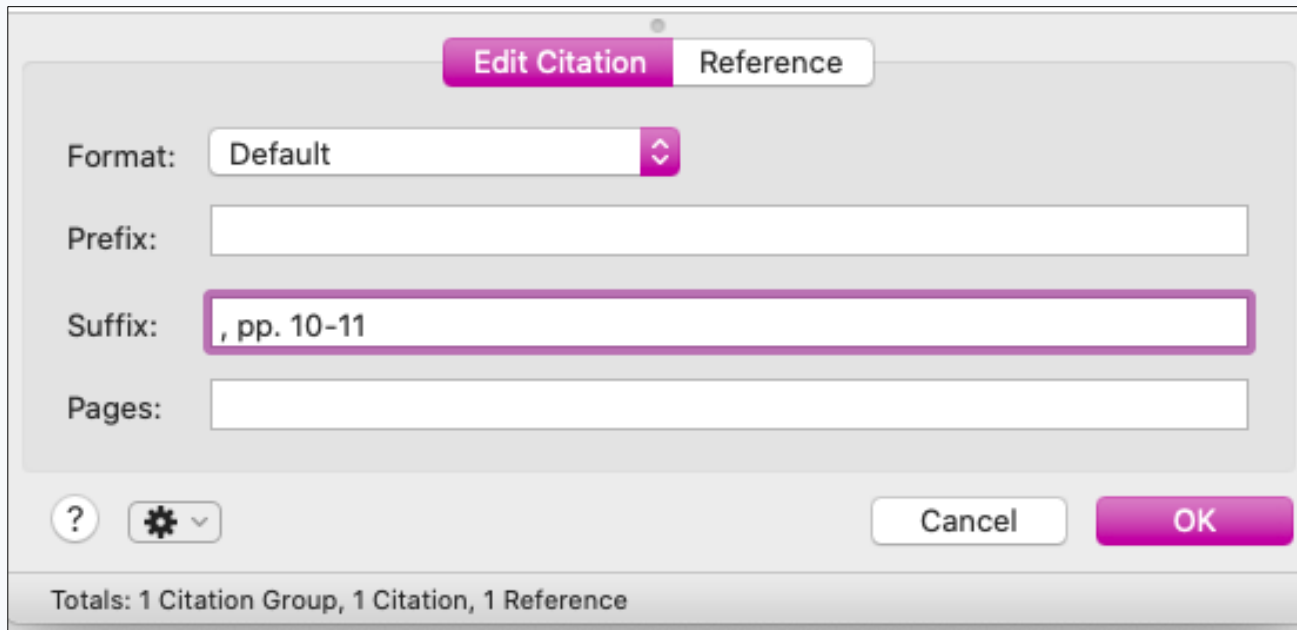


The screenshot shows a dialog box titled "Edit Citation" with a "Reference" tab. The "Format" dropdown is set to "Default". The "Prefix" and "Suffix" fields are empty. The "Pages" field contains the text "10-11". At the bottom, there are buttons for "?", a settings gear, "Cancel", and "OK".

Field	Value
Format	Default
Prefix	
Suffix	
Pages	10-11

Adding page numbers to a citation (3)

- For some citation styles, you may need to add the page numbers to the suffix field.



The screenshot shows a dialog box titled "Edit Citation" with a "Reference" tab. The "Format" dropdown is set to "Default". The "Prefix" field is empty. The "Suffix" field contains the text ", pp. 10-11" and is highlighted with a red border. The "Pages" field is empty. At the bottom, there are buttons for "?", a gear icon, "Cancel", and "OK". A status bar at the bottom indicates "Totals: 1 Citation Group, 1 Citation, 1 Reference".

Format: Default

Prefix:

Suffix: , pp. 10-11

Pages:

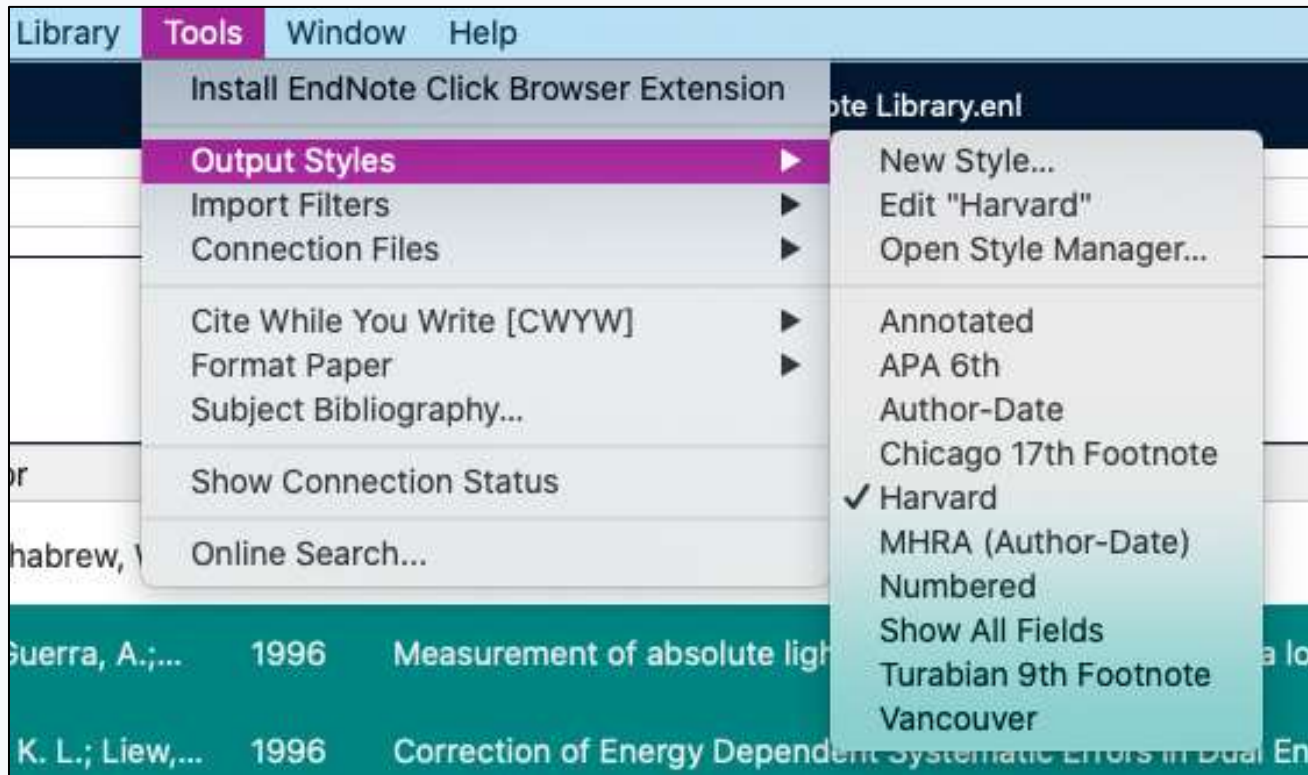
? [gear icon] Cancel OK

Totals: 1 Citation Group, 1 Citation, 1 Reference

Creating bibliographies in EndNote

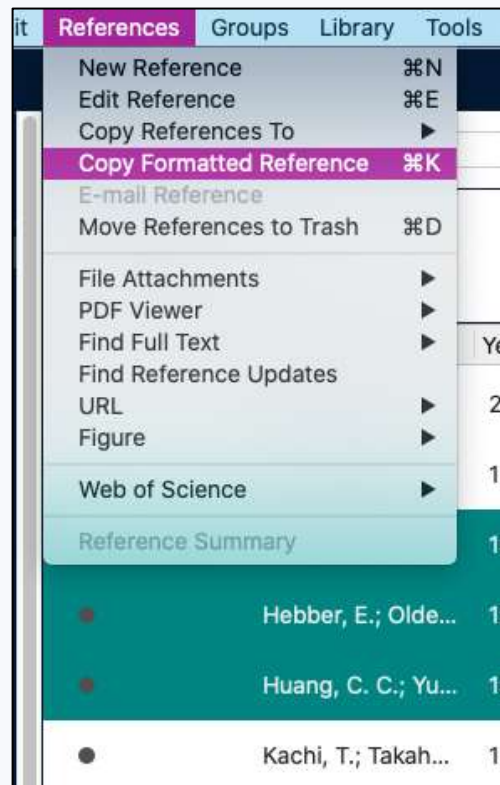
Bibliography (1)

- You may also like to create a reference list of everything you read in addition to a bibliography of cited items.
- In EndNote, select your citation style under **Tools > Output Styles**.



Bibliography (2)

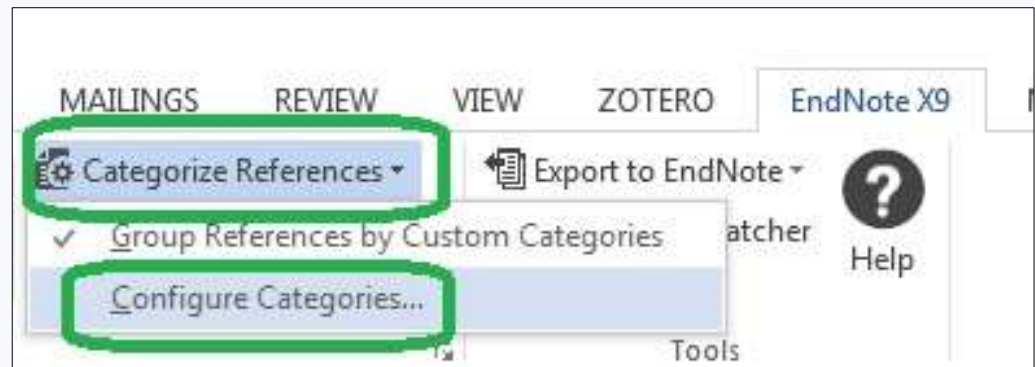
- Select the references you would like to copy in EndNote. Click **References > Copy Formatted Reference**. Open Word and paste the references into your document.



Organising your bibliography (1)

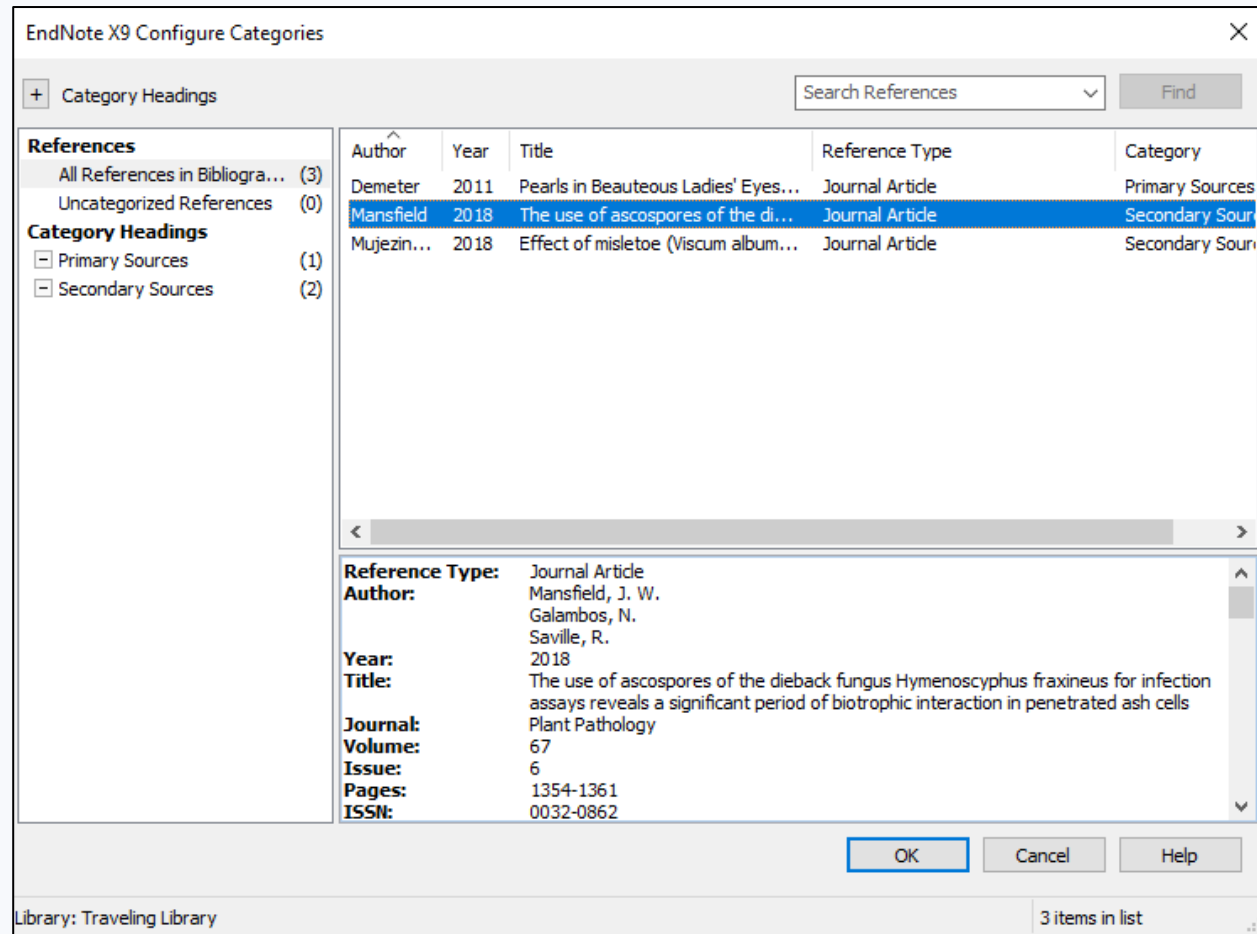
- You may like to organise the bibliography differently, e.g., primary and secondary resources.

In Word, click
**Categorize
References >
Configure
Categories**



Organising your bibliography (2)

A pop up box will appear. Drag and drop references into the 'Primary' and 'Secondary' headings already available.



Organising your bibliography (3)

Your bibliography will now be organised by category.

The Red and the Black was a fantastic book written by Stendhal ¹

|

Primary

Agatonovic-Kustrin, S., E. Kustrin, and D. W. Morton. "Essential Oils and Functional Herbs for Healthy Aging." *Neural Regeneration Research* 14, no. 3 (Mar 2019): 441-45.
<https://doi.org/10.4103/1673-5374.245467>.

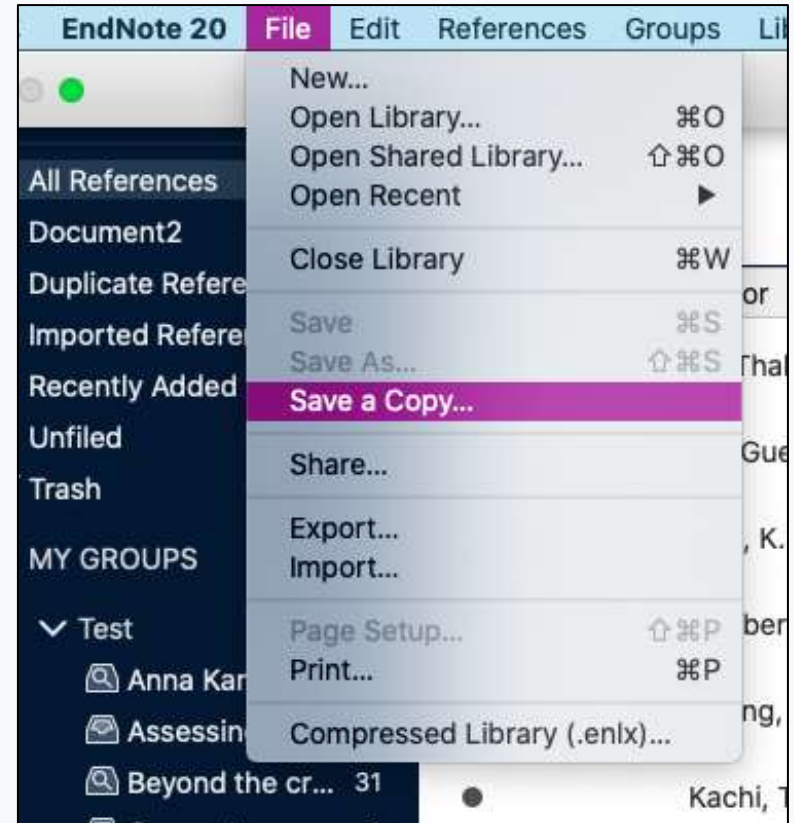
Secondary

Beyle, Marie Henri. *Vie De Napoléon, Par De Stendhal*. 2e éd. ed. Paris, 1877.
Stendhal. "Promenades Dans Rome." In *Vie De Napoléon*, edited by Marie Henri Beyle. Paris, 1877.

Saving a copy of your library

It is a good idea to save a copy of your library in case anything happens to your computer.

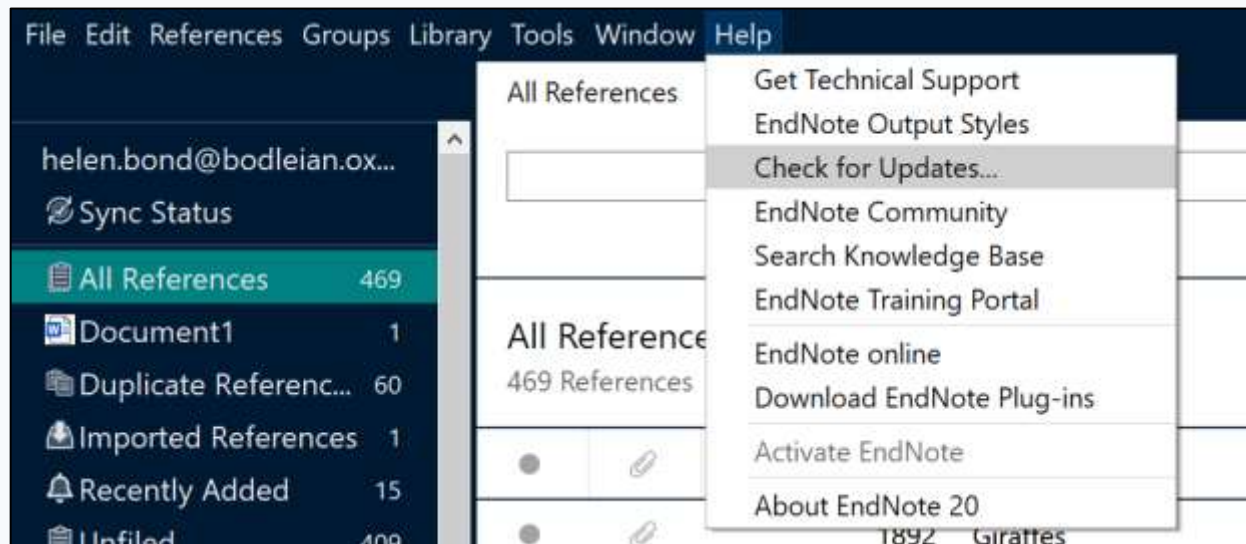
Click **File > Save a Copy...**



Keeping EndNote up to date

It is important to keep EndNote up to date.
Fixes for problems are released.

Click **Help > Check for Updates**



What is AI (Artificial Intelligence)?



AI tools can generate text, images, sounds etc. based on prompts provided by users.



Can also help with other aspects of academic work such as summarising texts, paraphrasing and locating published research.



It is important to acknowledge the use of AI tools by referencing them.

In-text citation

The AI-generated flower (Shutterstock AI, 2023) ...

Reference list

Shutterstock AI (2023) *Photo of pond with lotus flower* [Digital art]. Available at: <https://www.shutterstock.com/image-generated/photo-pond-lotus-flower-2252080005> (Accessed: 31 March 2023).

EndNote and AI

- AI functions in EndNote 2025.
- How to reference AI tools or the things they create?
- Many referencing styles still to offer guidance!
- No specific 'AI' source type in EndNote.

Integration with other AI tools?	Template or Resource type for referencing AI tools	Template or Resource type for referencing AI generated content
<ul style="list-style-type: none">• EndNote Click• ResearchRabbit	Computer Program	<ul style="list-style-type: none">• Use closest matching content type.• Use 'Generic'

Help

- Use **Help** from the EndNote menu or F1
- Official EndNote tutorials
http://clarivate.libguides.com/endnote_training/home
- Local help is available by emailing
reference-management@bodleian.ox.ac.uk

Questions



Have a go!

www.bodleian.ox.ac.uk/ask/workshops/reference-management-workshop-handouts

- 'Cite While You Write' Word plugin
 - In-text citations
 - Footnotes
- Page numbers
- Creating a bibliography