

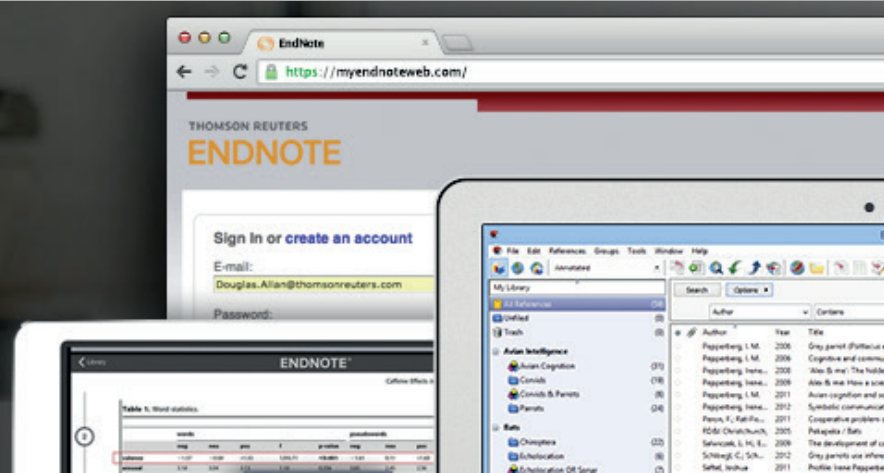
Autumn 2024

Literature Management with Endnote

Stephanie Hofmann & Bobby Neuhold

Find, use and share research with EndNote

It's for more than bibliographies. Sync your EndNote library across your desktop, iPad and online. Work on your research from anywhere.



Accelerate your research

EndNote is a reference manager that helps you save time formatting citations, so you can focus on your research.

Screenshots www.endnote.com

Lib4RI Training Series

- Module 1
Searching Scientific Information
- Module 2
Scientific Publishing: From Writing to Sharing
- Module 3
Open Access & Copyright
- **Module 4a**
Literature Management with EndNote
- Module 4b
Literature Management with Zotero
- Module 5
Getting Started with LaTeX
- Module 6
Work on Your Own Project
- Module 7
Research Data Management – The Basics
- NEW** ○ Module 8
AI Made Easy: A Beginner's Toolkit for Streamlining Your Projects

Searching & Managing Scientific Information

Training series

Autumn 2024

Modules

- 1 Searching Scientific Information
- 2 Scientific Publishing – From Writing to Sharing
- 3 Open Access & Copyright
- 4a Literature Management with EndNote
- 4b Literature Management with Zotero
- 5 Getting Started with LaTeX
- 6 Work on Your Own Project
- 7 Research Data Management – The Basics
- 8 AI Made Easy: A Beginner's Toolkit for Streamlining Your Projects

Course sites

Eawag: Dübendorf
Empa: Dübendorf
PSI: Villigen
WSL: Birmensdorf

Online registration

www.lib4ri.ch/trainings

Module 4a – Literature Management with EndNote

9.00 – 9.15 Introduction to Literature Management

9.15 – 10.45 EndNote Presentation & Live Session (Part 1)

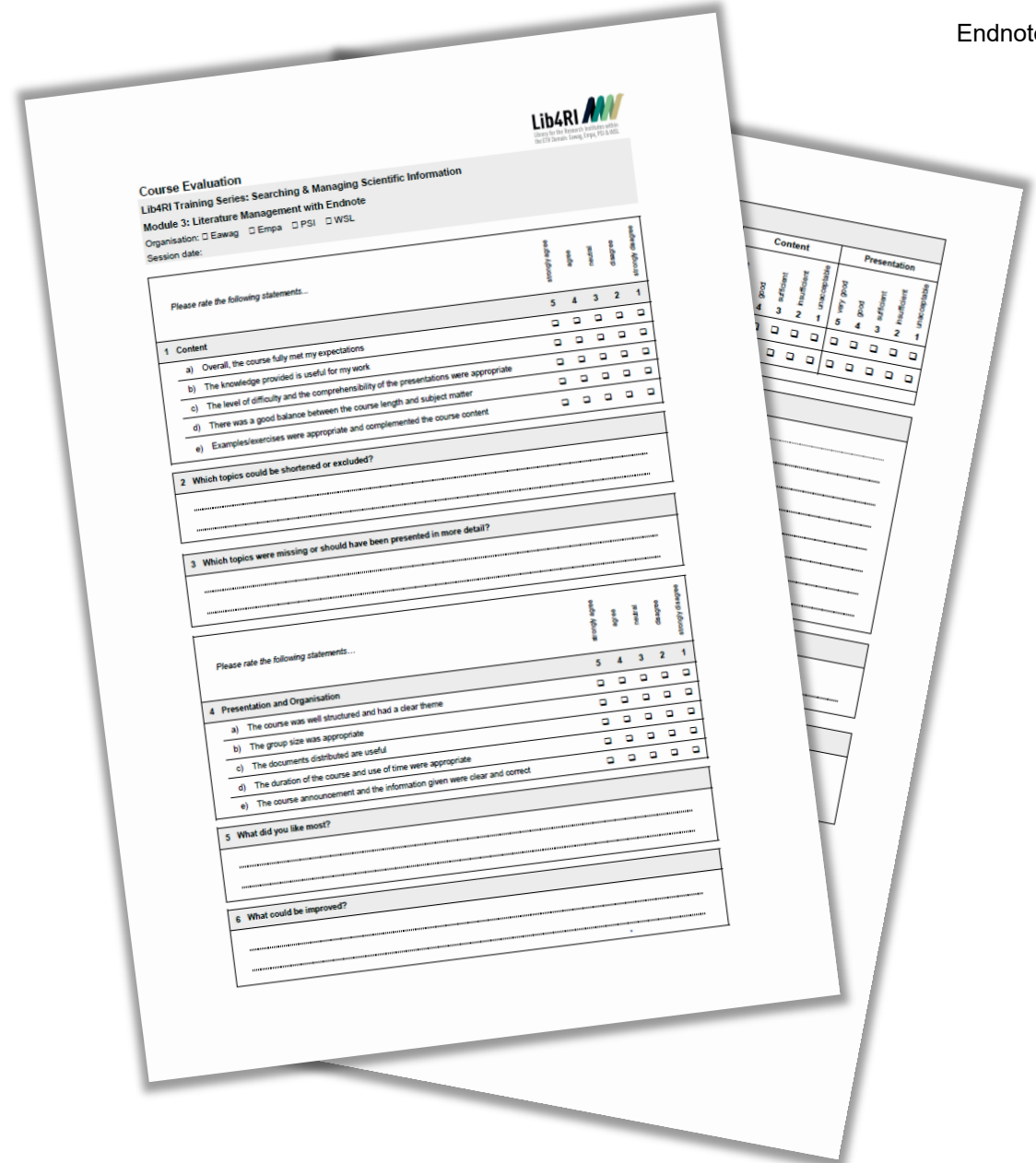
10.45 – 11.00 Break

11.00 – 12.30 EndNote Presentation & Live Session (Part 2)

Thanks for your feedback

Help us improve our training by returning the feedback form enclosed in your documentation!

The course slides and supplementary material are available online on our website at www.lib4ri.ch > [Learn](#) > [Trainings](#)



Course Evaluation
 Lib4RI Training Series: Searching & Managing Scientific Information
 Module 3: Literature Management with Endnote
 Organisation: Eawag Empa PSI WSL
 Session date: _____

Please rate the following statements...

	5	4	3	2	1
1 Content					
a) Overall, the course fully met my expectations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) The knowledge provided is useful for my work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) The level of difficulty and the comprehensibility of the presentations were appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) There was a good balance between the course length and subject matter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Examples/exercises were appropriate and complemented the course content	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2 Which topics could be shortened or excluded?

3 Which topics were missing or should have been presented in more detail?

Please rate the following statements...

	5	4	3	2	1
4 Presentation and Organisation					
a) The course was well structured and had a clear theme	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) The group size was appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) The documents distributed are useful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) The duration of the course and use of time were appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) The course announcement and the information given were clear and correct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5 What did you like most?

6 What could be improved?

Why Literature Management & Software?

Literature / Information Sources

- Books & book chapters
- Articles in journals & newspapers
- Conference proceedings
- Web pages
- Databases
- Software
- Images, audio & video, ...



by Meghan Dougherty, www.flickr.com, [CC BY-SA 2.0](https://creativecommons.org/licenses/by-sa/2.0/)

Managing

- File, organise & update references (author, title, year ...) and corresponding media (articles, books, ...)
- Aim: a personal library for quick information retrieval & usage

Advantages of dedicated software

- Import, edit, organise, sort and retrieve metadata & media
- Access library via
 - Desktop & Laptop
 - Web
 - Smartphone & tablet
- Share content with colleagues
- Use library for the writing of reports, articles, theses
 - cite references in your text
 - generate bibliographies
 - select / change output styles according to the requirements

Reference Management Software – Features

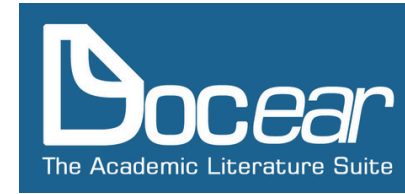
Essential

- Add metadata & PDFs
 - Import bibliographic information from databases & publishers
 - Add & edit manually
- Organise references
 - Type (eg article, book, ...)
 - Metadata (authors, title, ...)
 - Personal groups / folders
 - Sort, search, tag, ...
- Find duplicates
- Read & annotate PDFs
- Cite references & create bibliographies in your word processor using various (editable) styles

Recommended

- Built-in online search with (semi)-automatic import of references incl. PDFs
- Access from everywhere
 - PC, Mac, ...
 - Online / Web
 - iOS / Android
- Share & collaborate
- Import / export metadata (& PDFs) from / to other reference management software
- ...

Reference Management Software



SENTE 6



zotero



Papers



... and more

Common Reference Management Software

EndNote (formerly Thomson Reuters, since 2017 Clarivate Analytics)

- Work horse for literature management (1st release 1988)
- Full licence (desktop version PC & Mac) can be obtained via your IT Services allowing for shared library use of up to 200 (EN20) or 1000 (EN21) group members
- Online web clients (limited functionalities):
New (EN21), Classic (EN20 & EN21)
endnote.com/weblogin/
- iOS app

Zotero (open source)

- Desktop version (PC, Mac, Linux) with web connectors (Firefox, Chrome, Safari, Opera) and online web client (limited functionality)
- Free < 300Mb online storage (expandable \$, Dropbox capable)
- www.zotero.org

Mendeley (Elsevier)

- Mendeley Desktop (☺ but legacy) & Mendeley Reference Manager (☹ PC, Mac, Linux)
- free ≤ 2Gb, ≤ 5 private groups, ≤ 25 group members (cloud space expandable, \$\$)
- sharing / networking / online collaboration
- www.mendeley.com

Introduction to EndNote

EN's GUI

- Create a new library (11)
- Graphical User Interface (12)

Collect

- EndNote's built-in online search (16)
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- Find & attach full text PDFs (27)

Organise

- Building groups (31)
- Checking & Updating references (32)
- Finding duplicates (33)
- Searching references (incl. PDFs & annotations) (34)
- Backing up your library (35)

Cite

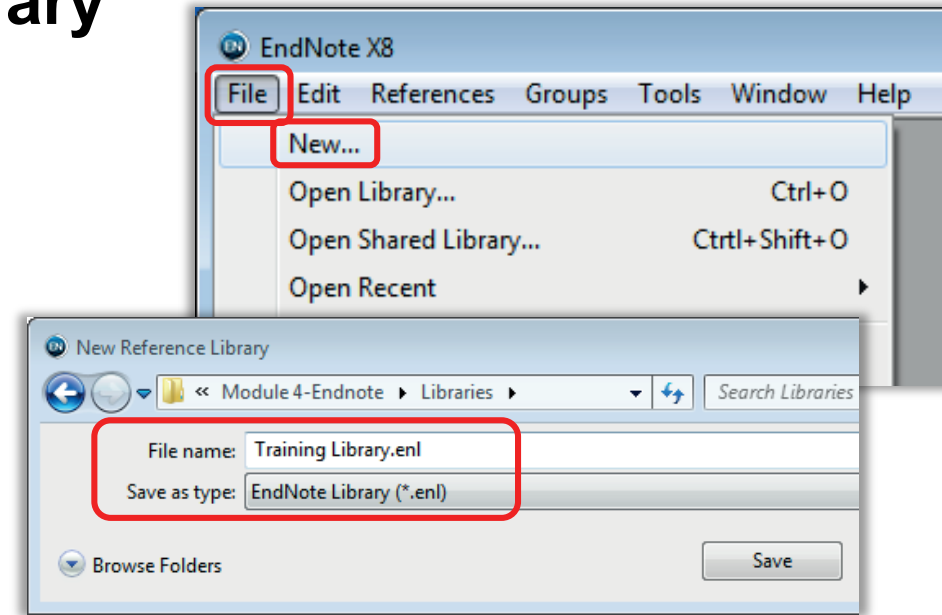
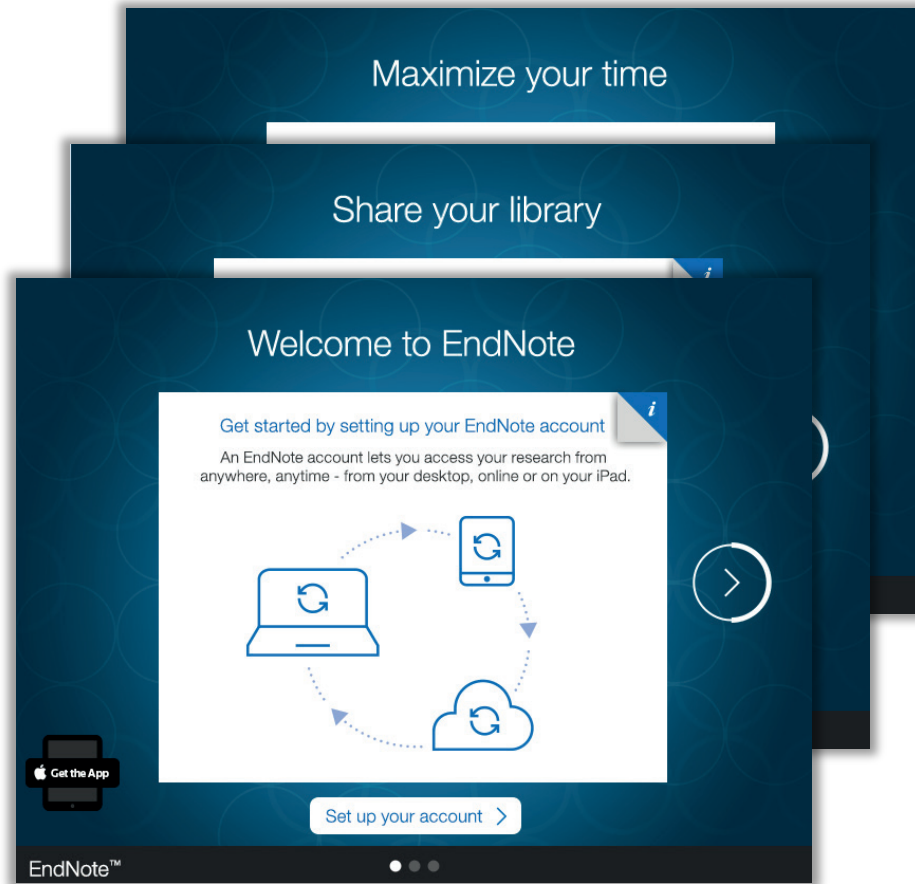
- Bibliographic output styles (37)
- Cite-while-you-write (MS Word) (42)
- Using journal abbreviations (46)

Share & Sync

- Without EN Online Account (50)
 - Share references via E-mail
 - Share travel library via Word plugin
 - Share library as a compressed library or via servers
- With EN Online Account (53)
 - Sync between your devices
 - Share entire library
 - Share groups

Concluding Info, Help & Useful Links

- EndNote can do more (58)
- Is EndNote the right thing for me (59)
- User Guides & Tutorials, Support / Knowledge Base, Community, FAQ (61)



- Tip: EndNote generates an *.ENL file and a *.DATA folder that need to stay together.
- Tip: While the *.ENL file is the library with all metadata, the *.DATA folder is the default location for attachments and also contains library related indexing files.

When EN opens for the first time a welcome screen might ask you to setup an online account. There is no need to do this now. Just create a new or open an existing library via the <File> menu.

The screenshot shows the EndNote 20 main view with several red-bordered callouts:

- Search panes:** A callout pointing to the search bar at the top of the main workspace.
- Reference list pane (sort & find):** A callout pointing to the table of references in the center workspace.
- Groups pane (organise):** A callout pointing to the left-hand navigation pane.
- Output style with preview (only in summary pane):** A callout pointing to the citation preview in the right-hand pane.
- Summary (edit, PDF):** A callout pointing to the 'Summary' tab in the right-hand pane.

The interface includes a menu bar (File, Edit, References, Groups, Library, Tools, Window, Help), a toolbar, and a main workspace divided into search, reference list, and summary panes. The reference list pane contains the following data:

Author	Year	Title	Reference Type	Journal
Einstein, Albe...	1963	The evolution of physics the ...	Book	
Esper, J.; Coo...	2002	Low-frequency signals in long...	Journal Article	Science

The summary pane shows a preview of a citation in APA 6th style:

Esper, J., Cook, E. R., & Schweingruber, F. H. (2002). Low-frequency signals in long tree-ring chronologies for reconstructing past temperature variability. *Science*, 295(5563), 2250-2253. doi:10.1126/science.1066208

The screenshot shows the Endnote software interface. At the top, there is a search bar and a toolbar with buttons for 'B', 'I', 'U', 'X¹', 'X₁', and a search icon. Below the toolbar is a 'Save' button. The main area is a form for creating a reference. The 'Reference Type' dropdown is open, showing a list of options: Figure, Film or Broadcast, Generic, Government Document, Grant, Hearing, Interview, Journal Article (selected), Legal Rule or Regulation, Magazine Article, Manuscript, Map, Multimedia Application, Music, Newspaper Article, Online Database, and Online Multimedia. The form fields include: Reference Type (Journal Article), Author (Esper, J., Cook, E. R., Schweingruber, F. H.), Year (2002), Title (Low-frequency signals in long tree-ring chronologies for reconstructing past temperature variability), Journal (Science), Volume (295), Part/Supplement, Issue (5563), and Pages (2250-2253). A red box highlights the 'Reference Fields' label and the dropdown menu. A 'Save' button is visible at the top right of the form.

○ Tip: Don't change the formatting here. It will overrule the formatting defined by the <Output Style>

- Each reference is associated with a <Reference Type>, eg <Journal Article> and contains in its <Fields>, the metadata, eg <Author>
- Each <Output Style> uses this information to generate citations and a bibliography in your document

E..., 2002 #345 Summary Edit **PDF** X

50%

Esper-2002-Low-frequency signals in long ...

REPORTS

Low-Frequency Signals in Long Tree-Ring Chronologies for Reconstructing Past Temperature Variability

Jan Esper,¹ Edward R. Cook,^{2*} Fritz H. Schweingruber¹

Preserving multicentennial climate variability in long tree-ring records is critically important for reconstructing the full range of temperature variability over the past 1000 years. This allows the putative "Medieval Warm Period" (MWP) to be described and to be compared with 20th-century warming in modeling and attribution studies. We demonstrate that carefully selected tree-ring chronologies from 14 sites in the Northern Hemisphere (NH) extratropics can preserve such coherent large-scale, multicentennial temperature trends if proper methods of analysis are used. In addition, we show that the average of these chronologies supports the large-scale occurrence of the MWP over the NH extratropics.

Much of the current debate on the Earth's climate variability is driven by the observation of a modern, century-long temperature increase, culminating with the last decade of the 20th century as the warmest since 1856 (1). These dramatic recent temperature changes have been related to those of the last millennium by the Mann-Bradley-Hughes (MBH) multiproxy reconstruction of NH annual temperatures (2). By combining instrumental temperature data with ring, temperature-sensitive proxy records, the MBH reconstruction indicates that the 20th-century warming is abrupt and truly exceptional. It shows an almost linear temperature decrease from the year 1000 to the late 19th century, followed by a dramatic and unprecedented temperature increase to the present time. The magnitude of warmth indicated in the MBH reconstruction for the MWP, ~1000–1300 (3, 4), is uniformly less than that for most of the 20th century.

The MBH reconstruction has been criticized (5) for its lack of a clear MWP. Critics argue that tree-ring records, the substantial basis of the MBH reconstruction before the 17th century, cannot preserve long-term, multicentennial temperature trends. This contention is of fundamental importance because if tree-ring reconstructions are limited in this way, then including such

These growth trends occur almost universally in "raw" tree-ring measurement series and frequently describe a downward trend of ring width with increasing age. Dendrochronologists usually eliminate these growth trends by detrending each tree-ring width series with a fitted smooth mathematical growth function. In such cases, the maximum wavelength of recoverable climatic information is fundamentally limited by the segment lengths of the individual detrended series (7). Thus, a 100-year-long tree-ring series will not contain any climatic variance at periods longer than 100 years if it is explicitly detrended by a fitted growth curve. Consequently, the problem of missing long-term trends in millennia-length tree-ring chronologies is due to using detrended series that are short relative to the multicentennial fluctuations due to climate (8). Exceptions are chronologies built with 1000 year or longer individual tree-ring series (9, 10) and chronologies developed by Regional Curve Standardization (RCS) (11) or Age Banding (12) methods.

Several of the tree-ring collections analyzed here have been described and used previously in individual and large-scale temperature reconstructions and related studies (11, 13–19). Ring widths of trees growing in cold environments usually reflect the influence of warm-season temperatures on growth most strongly. However, in some cases, they also reflect temperatures from the cool-season months before the radial growth season as well (20). Here, we will not explicitly model the temperature signals of the individual tree-ring chronologies, because this has mostly been done already (11, 13–19). Rather, we will demonstrate the preservation of coherent multicentennial variability among the 14 tree-ring sites, which is inferred to reflect large-scale, multicentennial temperature changes over the past 1000 years in the NH extratropics. These inferred changes are almost certainly weighted toward the warm-season months, as some previous studies have shown (11, 13, 18, 19). Even so, low-frequency warm-season and annual temperature trends recorded in NH instrumental data are statistically indistinguishable (8).

To preserve possible multicentennial growth trends due to climate, we analyzed the individual raw ring-width measurements using

... PDF is accessible via the tabs pane

Esper-2002-Low-frequency signals in long tree-.pdf (Training Library.en)

File Edit PDF Window Help

1 / 5 80%

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distributed over a large part of the NH extratropics (Fig. 1). Tree species represented in this collection are from the genera *Picea*, *Pinus*, *Larix*, and *Abies*. Using these data, we demonstrate that multicentennial temperature information can be preserved in long tree-ring records provided that the data are properly processed to preserve such low-frequency information due to climate. We also show that the MWP was likely to have been a large-scale phenomenon in the NH extratropics that appears to have approached, during certain intervals, the magnitude of 20th-century warming, at least up to 1000.

Most millennia-long tree-ring chronologies are averages of many tree-ring series from living and dead trees. The segment lengths of these series are typically 200 to 400 years long, and the overlapping individual series are exactly aligned by calendar year and connected in time using a method known as "cross-dating" (6). The difficulty of preserving multicentennial variation in such tree-ring series, when the segment lengths are substantially shorter than the length of the overall chronology being developed, results from the removal of age-related biological growth trends that represent noise for the purpose of climatic reconstruction (6).

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... or in a separate window. Comments, annotations, printing and emailing is possible

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 - Share library as a compressed library or via servers
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 - Share entire library
 - Share groups

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Collect Metadata – EN’s Built-in Online Search & Connection Files

EndNote 20 - Training Library.enl
File Edit References Groups Library **Tools** Window Help

Install EndNote Click Browser E...

Output Styles
Import Filters
Connection Files
Cite While You Write [CWYW]
Format Paper
Subject Bibliography...
Show Connection Status
Convert HTML Tags
Online Search...

New Connection...
Edit "Web of Science Core Collection (Clarivate)"
Open Connection Manager...

Title
The evolution of physics the growth of ideas from early

Esper, J.; Co... 2002 Low-frequency signals in long tree-ring chronologies fo

Via the Connection Manager, database connections need to be activated



EndNote Connections
File Edit Tools Window Help

Name	Information Provider
<input type="checkbox"/> Swinburne U of Tech	Library Catalogs
<input type="checkbox"/> Swiss Forum Migration	Library Catalogs
<input checked="" type="checkbox"/> Swiss Library Service Platform (s...	Library Catalog
<input type="checkbox"/> Swiss Natl Library	Library Catalogs

Get More on the Web... Mark All Unmark All Find by ▶

More Info: Edit

Showing 6006 of 6006 connection files

Certain connection files (eg swisscovery) need to be downloaded from the web and installed via double-click.



Use the Connection Finder below to search for a specific Information Provider.

Swiss library service platform Search

1 results found

Information Provider

Swiss Library Service Platform (swisscovery)
Library Catalog
2021-07-19
Download

- By default, PubMed & Web of Science are activated; many library catalogues available
- Connection file to our library catalogue **swisscovery**. Scopus is NOT supported

EndNote 20 - Training Library.enl
File Edit References Groups Library Tools Window Help

Swiss Library Service Platfo... +

Author (last name first) Contains Freedman + x

And Year Contains + x

And Title keywords Contains Statistics + x

Clear search Search options Search

Searching Swiss Library Service Platform (swisscovery)
Retrieve results: 15

	Author	Year	Title	Reference Type	low
<input checked="" type="checkbox"/>	Freedman, ...	2007	Statistics	Book	Int
<input type="checkbox"/>	Freedman, ...	1998	Statistics	Book	
<input type="checkbox"/>	Freedman, ...	1998	Statistics	Book	

Reference Type Book

Author Freedman, David
Freedman, David
Pisani, Robert
Purves, Roger

Year 2007

Title Statistics

Series Editor

Series Title International student edition

1. Choose swisscovery

2. Submit Your Search Query

3. Select Reference

4. Add selected reference to your library



...et voilà

All References 3

Recently Added 1

Unfiled 1

Trash 0

MY GROUPS 2

FIND FULL TEXT

GROUPS SHARED BY OTHERS

All References
3 References

	Author	Year	Title	Referer
<input checked="" type="checkbox"/>	Freedman, ...	2007	Statistics	Book
<input type="checkbox"/>	Esper, J.; Co...	2002	Low-frequency signals in long tree-ring chronol...	Journal

Collect Metadata – EndNote’s Online Search (Web of Science Core Collection)

1. Choose Web of Science

2. Submit Your Search Query

3. Select Reference

4. Add selected reference to your library

EndNote 20 - Training Library.enl

File Edit References Groups Library Tools Window Help

Web of Science Core Colle... +

Author (Smith, A. B.) Contains Milne + x

And Year (limiter only) Contains + x

And Title Contains Carbon nanotubes as field emission sources + x

Clear search Search options Search

Searching Web of Science Core Collection (Clarivate)

Retrieve results: 1

	Author	Year	Title	Reference Type	Journal
<input checked="" type="checkbox"/>	Milne...	2004	Carbon nanotubes as field emission sources	Journal Article	Journal of Materials Chemistry

Summary

+ Attach file

Carbon nanotubes as field emission sources

W. I. Milne, K. B. K. Teo, G. A. J. Amaratunga, P. Legagneux, L. Gangloff, J. P. Schnell, et al.

Journal of Materials Chemistry 2004 Vol. 14 Issue 6 Pages 933-943

Accession Number: WOS:000220096200001
DOI: 10.1039/b314155c

Micro and nano-structurally rich carbon



Sync Configuration

All References 4

Recently Added 2

Unfiled 2

Trash 0

MY GROUPS 2

FIND FULL TEXT

GROUPS SHARED BY OTHERS

ONLINE SEARCH

All References

4 References

	Author	Year	Title	Reference Type	Journal
<input type="checkbox"/>	Freedman, D...	2007	Statistics	Book	International student edition
<input checked="" type="checkbox"/>	Milne, W. I.; T...	2004	Carbon nanotubes as field e...	Journal Article	Journal of Materials Chemistry
<input type="checkbox"/>	Esper, J.; Co...	2002	Low-frequency signals in long	Journal Article	Science

The screenshot shows the Scopus search results page for the query "TITLE-ABS-KEY (ozone AND (wastewater OR "waste water"))". The results are sorted by "Cited by (highest)". Three documents are selected for export. An "Export document settings" dialog is open, showing "RIS Format" selected as the export method and "Citation information", "Bibliographical information", and "Abstract & keywords" selected as the information to export.

1. Search query
 TITLE-ABS-KEY (ozone AND (wastewater OR "waste water"))

2. Select & export e.g. the top 3 cited

Document title	Authors	Year	Source	Cited by
Recent developments in photocatalytic water treatment technology: A review	Chong, M.N., Jin, B., Chow, C.W.K., Saint, C.	2010	Water Research 44(10), pp. 2997-3027	3502
A review of advanced oxidation processes for water treatment				2107
Recent developments in photocatalytic water treatment technology: A review				2067

3. Select RIS format
 ...and include citation, bibl. info and abstract/keywords

Export document settings
 You have chosen to export 3 documents
 Select your method of export: RIS Format (EndNote, Reference Manager), Mendeley, ExLibris RefWorks, CSV, BibTeX, Plain Text
 What information do you want to export? Citation information, Bibliographical information, Abstract & keywords

EndNote 20 - Training Libraryv.enl

File Edit References

RIS-files can be automatically imported into the library via double-click (if RIS is associated with Endnote)

Sync Configuration

Note the new group <Imported References>

All References

Imported References 3

Recently Added 5

Unfiled 5

Trash 0

MY GROUPS 5

FIND FULL TEXT

GROUPS SHARED BY OTHERS

ONLINE SEARCH

Imported References

Advanced search

Imported References

3 References

	Author	Year	Title	Reference Type	Journal
●	Chong, M. N...	2010	Recent developments in phot...	Journal Article	Water Research
●	Malato, S.; Fe...	2009	Decontamination and disinf...	Journal Article	Catalysis Today
●	Neyens, E.; B...	2003	A review of classic Fenton's p...	Journal Article	Journal of Hazardous Materials

Or import the RIS-file manually via "File > Import > File" and the appropriate <Import Option>

Import File

Import File: Choose...

Import Option: Reference Manager (RIS) ▼

Duplicates: Discard Duplicates ▼

Text Translation: Unicode (UTF-8) ▼

Import Cancel

Tip: Many other import options/filters are available and can be activated via "Tools > Import Filters > Open Filter Manager"

The image shows a workflow for importing a citation from Google Scholar into EndNote. It consists of three main parts:

- Google Scholar Search:** A search for "Clifford Complexation of Constrained Ligands Piperazine" is performed. The search results show an article titled "Complexation of constrained ligands and thiomorpholine" by SE Clifford, V Tiwow, A Gendron, et al. The "Cite" button is highlighted with a red box.
- Cite Dialog Box:** A dialog box titled "Cite" is open, showing citation formats for MLA, APA, and Chicago. The APA format is selected and highlighted with a grey background. At the bottom of the dialog, the "EndNote" option is highlighted with a red box.
- Save As Dialog Box:** A "Save As" dialog box is open, showing the file name "scholar.enw" and the "Save as type" set to "EndNote Import File". Both the file name and the save type are highlighted with red boxes.

Green arrows indicate the flow of the process: from the search results to the citation dialog, and from the citation dialog to the save dialog.

EndNote Citation:
 APA Clifford, S. E., Tiwow, V., Gendron, A., Maeder, M., Rossignoli, M., Lawrance, G. A., ... & Schroeder, M. (2009). Complexation of constrained ligands piperazine, N-substituted piperazines, and thiomorpholine. *Australian journal of chemistry*, 62(10), 1196-1206.

Save As Dialog:
 File name: scholar.enw
 Save as type: EndNote Import File

Text Box:
 ENW-files can be automatically imported into EN's library via double-click

The screenshot shows the swisscovery search results page. The search term "freedman statistics" is entered in the search bar. The results list includes a book titled "Statistics" by David Freedman, published by WW Norton & Co. The "Export RIS" button is highlighted with a red box. A red text box at the bottom left provides instructions: "Export RIS-file and import to Endnote via File > Import > File > Reference Manager (RIS) or by double-click". A green callout box at the bottom right contains a tip: "Tip: If requested, select UTF-8 encoding for RIS-file export".

Collect Metadata – External Catalogue Search & Import (Publisher)

Springer Link

Springer Handbook of Mechanical Engineering pp 1149-1266 | Cite

Construction Machinery

Authors Authors and affiliations

Eugeniusz Budny , Mirosław Chłosta , Henning Jürgen Meyer

Reference work entry

4 Readers 12k Downloads

Book chapter (doi: 10.1007/978-3-540-30738-9)

Cite entry

How to cite?

↓ .RIS

Papers

Reference Manager

RefWorks

Zotero

↓ .ENW

EndNote

↓ .BIB

BibTeX

JabRef

Mendeley

○ Tip: Citations for book chapters are often best obtained via the publisher's website

Double-check EN's PDF filename settings via Edit > Preferences > PDF Handling

EndNote Preferences

- Change Case
- Display Fields
- Display Fonts
- Duplicates
- Find Full Text
- Folder Locations
- Formatting
- Libraries
- PDF Handling**
- Read / Unread
- Reference Types
- Sorting
- Spell Check
- Sync
- Temporary Citations

PDF Auto Renaming Options

- Don't Rename
- Author + Year + Title
- Author + Title
- Author + Year
- Title
- Custom

Note: Filenames may be up to 50 characters long.

Existing PDF-files (incl. its metadata) can be imported via File > Import > File

Import File

Import File: Esper_2002.pdf

Import Option: PDF

Duplicates: Discard Duplicates

Text Translation: Unicode (UTF-8)

- Tip: PDF-file renaming can also be done later, even as a batch, via References > File Attachments > Rename PDFs
- Tip: DOI needs to be present to allow for the extraction of metadata from PDFs

Existing PDF annotations are kept during import

Esper-2002-Low-frequency sign...

File Edit PDF Window Help

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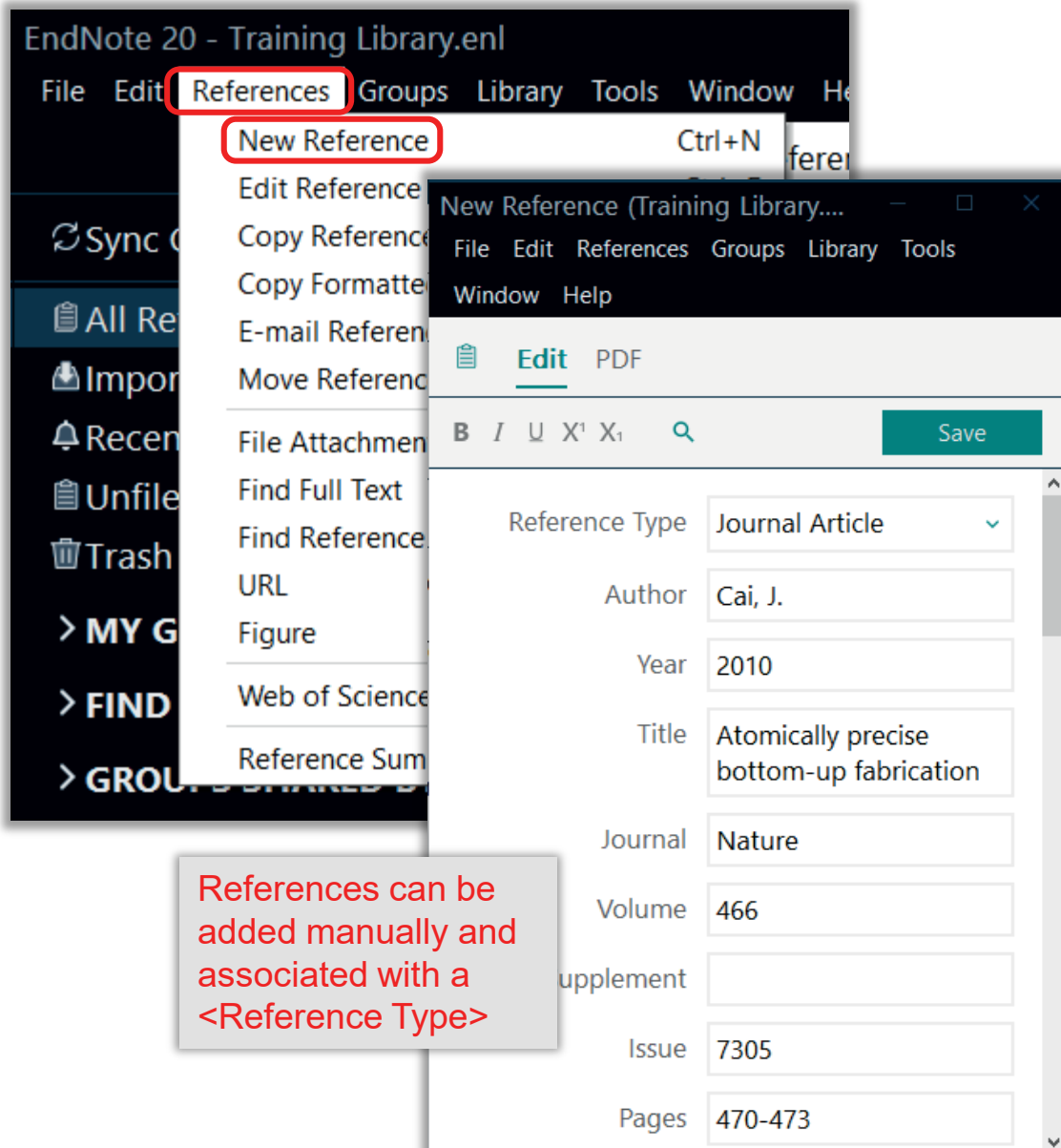
REPORTS

Low-Frequency Signals in Long Tree-Ring Chronologies for Reconstructing Past Temperature Variability

Jan Esper,¹ Edward R. Cook,² & Frank H. Schweingruber^{3*}

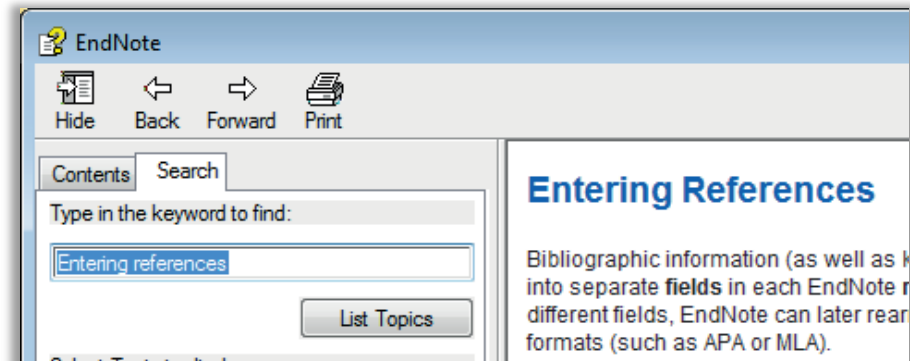
Preserving multidecadal climate variability is critically important for reconstructing the full range of natural climate variability over the past 2000 years. This allows the past climate to be described and to be compared with 20th-century instrumental data. However, tree-ring chronologies from 14 sites in the Northern Hemisphere cover the past 2000 years, but they do not preserve such coherent large-scale, multidecadal variability. We demonstrate that a new method of tree-ring analysis, based on the use of tree-ring widths, can preserve such coherent large-scale, multidecadal variability. We show that this method supports the large-scale occurrence of the multidecadal variability.

Much of the current debate on the Earth's climate variability is driven by the observation of a modern, century-long temperature increase, beginning in the last decade of the 20th century, on the warmest year (2016) (1). These dramatic recent temperature changes have been attributed to those of the last millennium by the British Academy (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17) (18) (19) (20) (21) (22) (23) (24) (25) (26) (27) (28) (29) (30) (31) (32) (33) (34) (35) (36) (37) (38) (39) (40) (41) (42) (43) (44) (45) (46) (47) (48) (49) (50) (51) (52) (53) (54) (55) (56) (57) (58) (59) (60) (61) (62) (63) (64) (65) (66) (67) (68) (69) (70) (71) (72) (73) (74) (75) (76) (77) (78) (79) (80) (81) (82) (83) (84) (85) (86) (87) (88) (89) (90) (91) (92) (93) (94) (95) (96) (97) (98) (99) (100) (101) (102) (103) (104) (105) (106) (107) (108) (109) (110) (111) (112) (113) (114) (115) (116) (117) (118) (119) (120) (121) (122) (123) (124) (125) (126) (127) (128) (129) (130) (131) (132) (133) (134) (135) (136) (137) (138) (139) (140) (141) (142) (143) (144) (145) (146) (147) (148) (149) (150) (151) (152) (153) (154) (155) (156) (157) (158) (159) (160) (161) (162) (163) (164) (165) 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- For the manual addition of references **you need to obey a certain syntax and rules** regarding the input of the metadata into the respective fields
- Rules are pretty straightforward and their effect (for a given output style) can be seen in the bottom section of the summary tab

- Tip: Compare your syntax with some already existing (imported) references of the same reference type
- Tip: EN's built-in Help index (F1) gives advice on entering references manually



..., 2007 ... Summary Edit PDF x

B I U X¹ X₁ 🔍

Metadata as imported from swisscovery

Reference Type Book

Author Freedman, David
Freedman, David
Pisani, Robert
Purves, Roger

e.g. delete name duplicate)

Year 2007

Title Statistics

student edition

Place Published New York

Publisher W.W. Norton & Co.

Volume

Number of Volumes

Series Volume

Number of Pages 576 S.

Perform appropriate changes/corrections

Tip: Always check imported metadata for correctness & suitable field syntax.

e.g. delete S. (German abbr. for pages)

..., 2007 ... Summary Edit PDF x

B I U X¹ X₁ 🔍 Save

Keywords

Mathematical statistics Textbooks
Statistique
Statistik
lehrbücher
(dokumententyp)
mathematische statistik

...or you might want to add your own keywords

stochastische prozesse
(mathematik)
Mathematical statistics
Statistik 0
Gesamtdarstellung
Lehrbuch

Double-check EN's <Find Full Text> settings via Edit > Preferences > Find Full Text

EndNote Preferences

- ... Change Case
- ... Display Fields
- ... Display Fonts
- ... Duplicates
- ... Find Full Text
- ... Folder Locations
- ... Formatting
- ... Libraries
- ... PDF Handling
- ... Read / Unread
- ... Reference Types
- ... Sorting
- ... Spell Check
- ... Sync
- ... Temporary Citations
- ... Term Lists
- ... URLs & Links

The Find Full Text feature uses several technologies to maximize the chances that EndNote will find all available PDFs. Use this screen to control these full text search options:

- Web of Science Full Text Links
- DOI (Digital Object Identifier)
- PubMed LinkOut (U.S. National Library of Medicine)
- OpenURL

OpenURL Path:

OpenURL Path (Lib4RI's Link Resolver):

https://slsp-lib4ri.primo.exlibrisgroup.com/openurl/41SLSP_LIB/41SLSP_LIB:GO?

Examples: <https://login.ezproxy.library.myuniversity.edu/login>
<http://auth.universityname.edu/authentication>

Automatically invoke Find Full Text on newly-imported references

Find & Attach Fulltext PDFs – EN's <Find Full Text> Function

EndNote 20 - Training Library.enl

File Edit **References** Groups Library Tools Window Help

- New Reference Ctrl+N
- Edit Reference Ct...
- Copy References To
- Copy Formatted Reference Ct...
- E-mail Reference
- Move References to Trash Ctr...
- File Attachments
 - Find Full Text**
 - Find Reference Updates
 - URL
 - Figure

Automatic

EndNote might even be able to find & attach (licensed) full text PDFs for your selection of references. Note: This does not always work with <Science Direct Journals>

Find Full Text Authenticate...

Author Year Title

Tip: Use EN's PDF file auto-renaming (see Edit > Preferences > PDF Handling)

...be patient, finding & downloading might take a little while and sometimes needs to be repeated for the ones not found

The fields <File Attachments> & URL are populated accordingly

Imported References 1

Recently Added 8

Unfiled 8

Trash 4

MY GROUPS 2

FIND FULL TEXT

- Found PDF 3
- Not found 7

GROUPS SHARED BY OTHERS

ONLINE SEARCH 1

Find Full Text

10 References

Author	Year	Title	Reference Type	Journal
Chong, M. N...	2010	Recent developments in photocata...	Journal Article	Water Research
C...			Journal Article	Nature
M...			Journal Article	Catalysis Today
Cimora, Sara...	2009	Complexation of constrained ligand...	Journal Article	Australian journal of chemistry
Budny, Euge...	2009	Construction Machinery	Book Section	Springer Handbook of Mechanic...
Freedman, D...	2007	Statistics	Book	International student edition
Milne, W. I.; T...	2004	Carbon nanotubes as field emissio...	Journal Article	Journal of Materials Chemistry

Check the group <Found PDF> for successfully attached full texts. A clip indicates full text is attached.

Notes

Research Notes

URL

https://doi.org/10.1007/978-3-540-30738-9_14

https://link.springer.com/content/pdf/10.1007%2F978-3-540-30738-9_14.pdf

File Attachments

Budny-2...

+ Attach file

Find & Attach Fulltext PDFs – Lib4RI's swisscovery Link Resolver

Recently Added 8
 Unfiled 8
 Trash 4
 > MY GROUPS 2
 v FIND FULL TEXT
 Found PDF 3
 Not found 7

Not found
 7 References

Right click a reference and goto OpenURL Link

OpenURL Link
 Open URL

Clifford, Sara... 2009
 Freedman, D... 2007

For those <Not Found>, Lib4RI's swisscovery link resolver may provide help to get to the full text

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Complexation of Constrained Ligands Piperazine, N-substituted Piperazines, and Thiomorpholine

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Complexation of Constrained Ligands Piperazine, N-substituted Piperazines, and Thiomorpholine

By: Clifford, Sarah E.; Tiwow, Vanny; Gendron, Aleasia; et al.

AUSTRALIAN JOURNAL OF CHEMISTRY Volume: 62 Issue: 10
 Pages: 1196-1206 Published: 2009

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..., 2009 ... Summary Edit PDF x

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Research Notes
 URL

File Attachments
 Clifford-...
 + Attach file

Clifford-20... of constrai...

...drag'n drop the PDF into the <File Attachments> section of the <Edit> tab

Document Delivery Service (only for members of Eawag, Empa, PSI & WSL)
 If not available in swisscovery

...or file a docdel request

Introduction to EndNote

EN's GUI

- Create a new library (11)
- Graphical User Interface (12)

Collect

- EndNote's built-in online search (16)
- Export / import after an external database search (19)
- Import metadata from PDFs (24)
- Manually adding & altering references (25)
- Find & attach full text PDFs (27)

Organise

- Building groups (31)
- Checking & Updating references (32)
- Finding duplicates (33)
- Searching references (incl. PDFs & annotations) (34)
- Backing up your library (35)

Cite

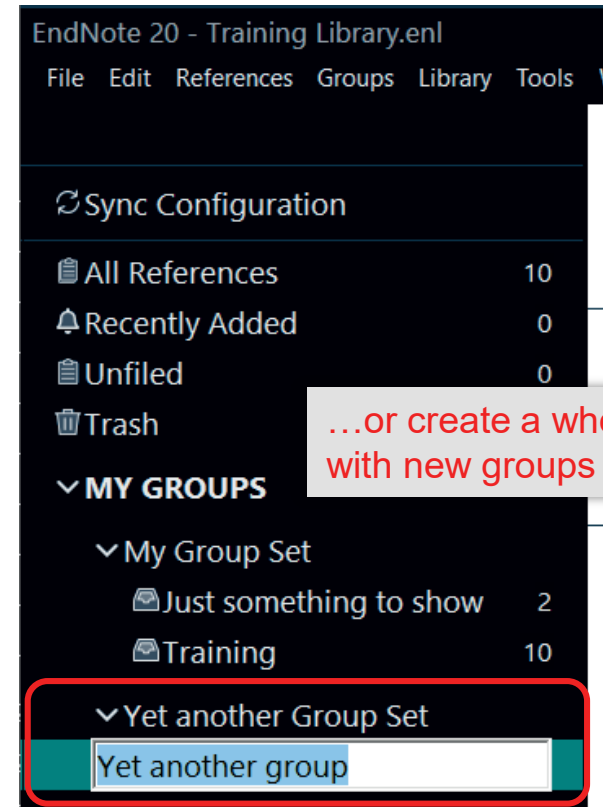
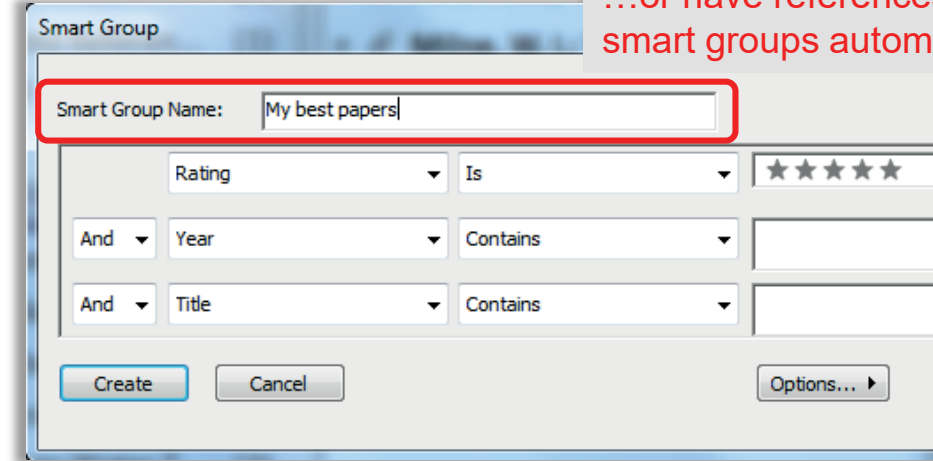
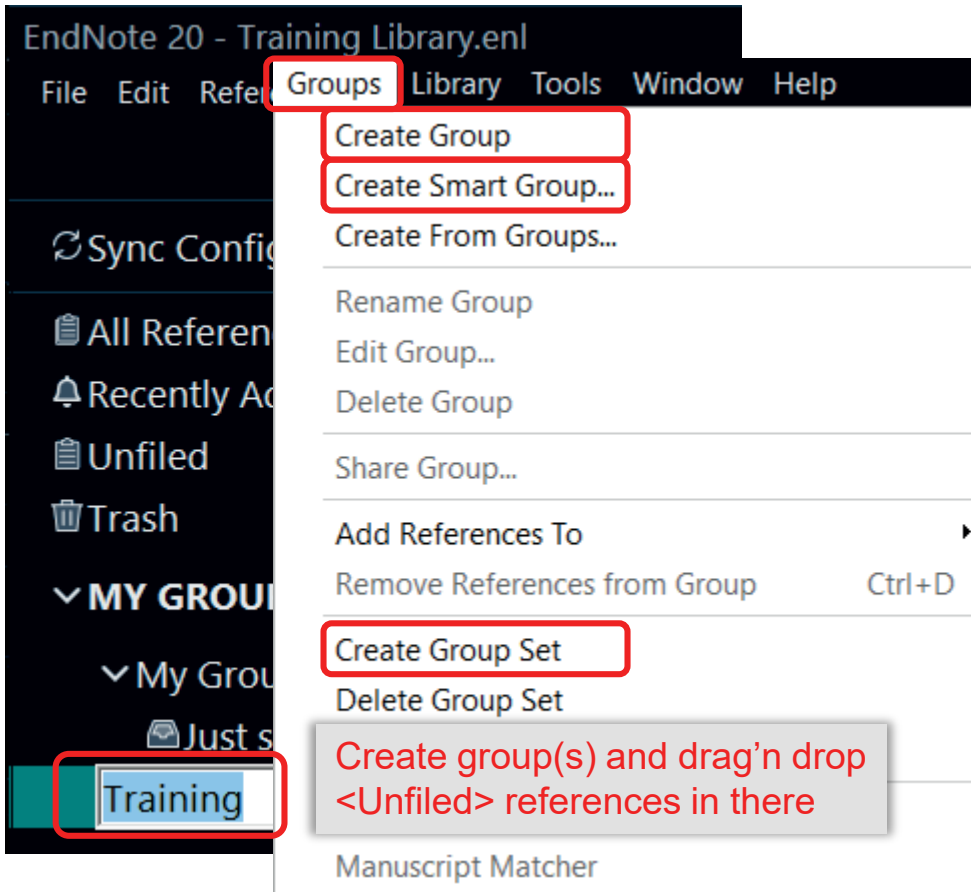
- Bibliographic output styles (37)
- Cite-while-you-write (MS Word) (42)
- Using journal abbreviations (46)

Share & Sync

- Without EN Online Account (50)
 - Share references via E-mail
 - Share travel library via Word plugin
 - Share library as a compressed library or via servers
- With EN Online Account (53)
 - Sync between your devices
 - Share entire library
 - Share groups

Concluding Info, Help & Useful Links

- EndNote can do more (58)
- Is EndNote the right thing for me (59)
- User Guides & Tutorials, Support / Knowledge Base, Community, FAQ (61)



- Tip: Work with one library only and rather assign references to groups suiting your different purposes (eg your different papers, theses, ...)
- Tip: One reference can be a member of multiple groups (no duplicates are created)

..., 2007 ... Summary **Edit** PDF X

B I U X¹ X₁ Save

Author: Freedman, David
Freedman, David
Pisani, Robert
Purves, Roger

Year: 2007

Title: Statistics

Series Editor:

Series Title: International student edition

Place Published: New York

Series Volume:

Number of Pages: 576 S.

Check references for “obvious” typos or issues, e.g., swisscovery often exports into the field for <page numbers> the German abbreviation “S.” for pages

Available Updates

Reference Type: Journal Article

Author: Cai, J.
Ruffieux, P.
Jaafar, R.
Bieri, M.
Braun, T.
P.
Saleh, M.
Feng, X.
Mullen, K.
Fasel, R.

Update All Fields ->
Update Empty Fields ->
Edit Reference ->

My Reference

Reference Type: Journal Article

Author: Cai, J.

Year: 2010

Title: Atomically precise bottom-up fabrication

Journal: Nature

Volume: 466

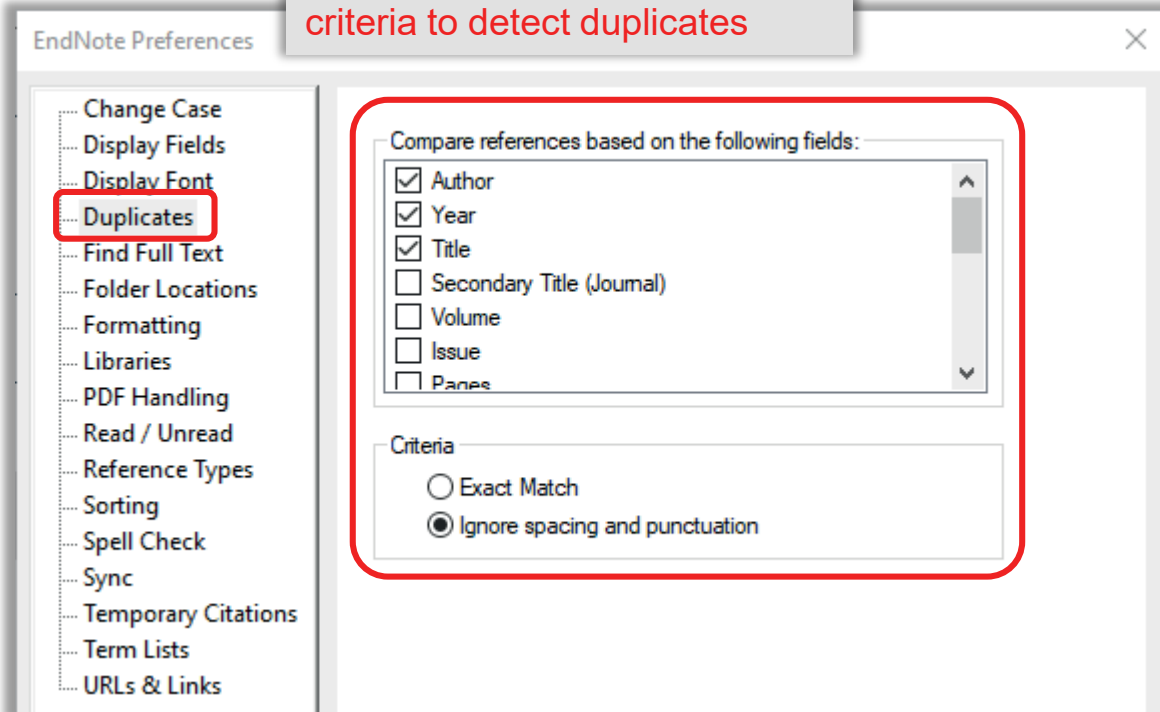
Part/Supplement:

Save and Continue Skip Cancel

Select one or more references in your library and try to find available updates via References > Find Reference Updates

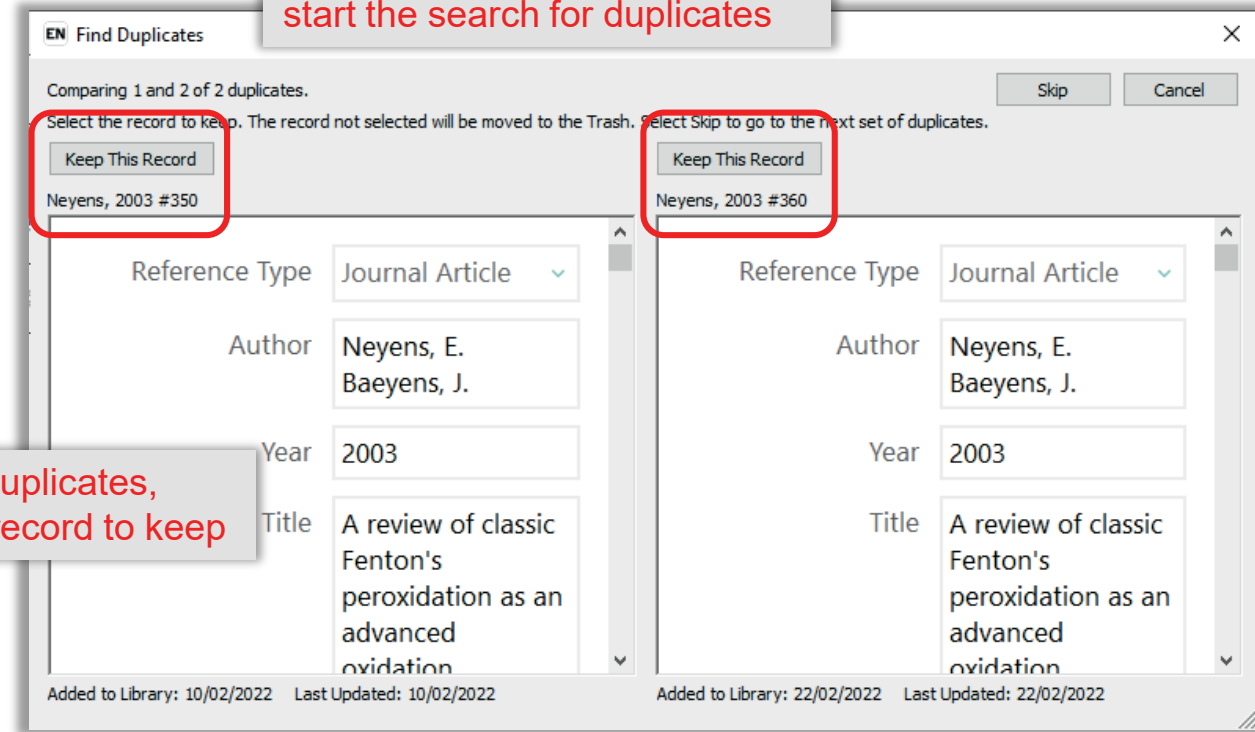
- Tip: If you don't want to update all or empty fields only; you can also just copy / paste individual fields via <Edit Reference> (requires to save manually).
- This tool is particularly handy for updating manually input and incomplete references

Via Edit > Preferences, set the criteria to detect duplicates



Tip: EndNote assigns unique and increasing record numbers (e.g. below, #350 and #360) to all references. This can become handy to quickly identify a “later” duplicate from an “early” original without having to double-check all fields.

Via Library > Find Duplicates, start the search for duplicates



For all found duplicates, decide which record to keep

Quick Search is often sufficient. Phrase search (" ") and wildcards (*) can be used. PDFs are searched as well!

The advanced search box allows to search for Boolean combinations of various fields, such as author, year, title, keywords, etc

multicentennial

Advanced search

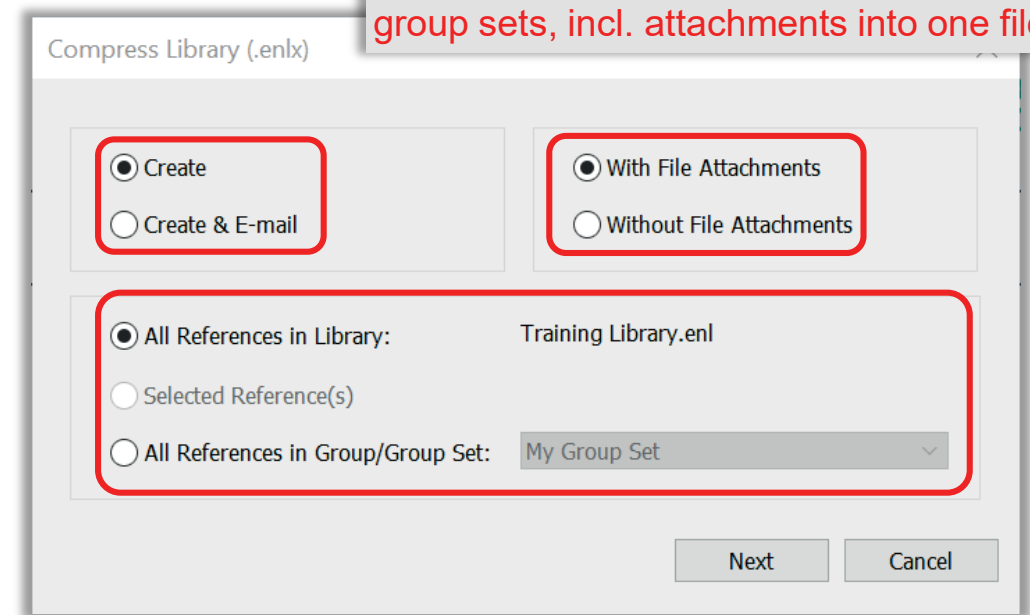
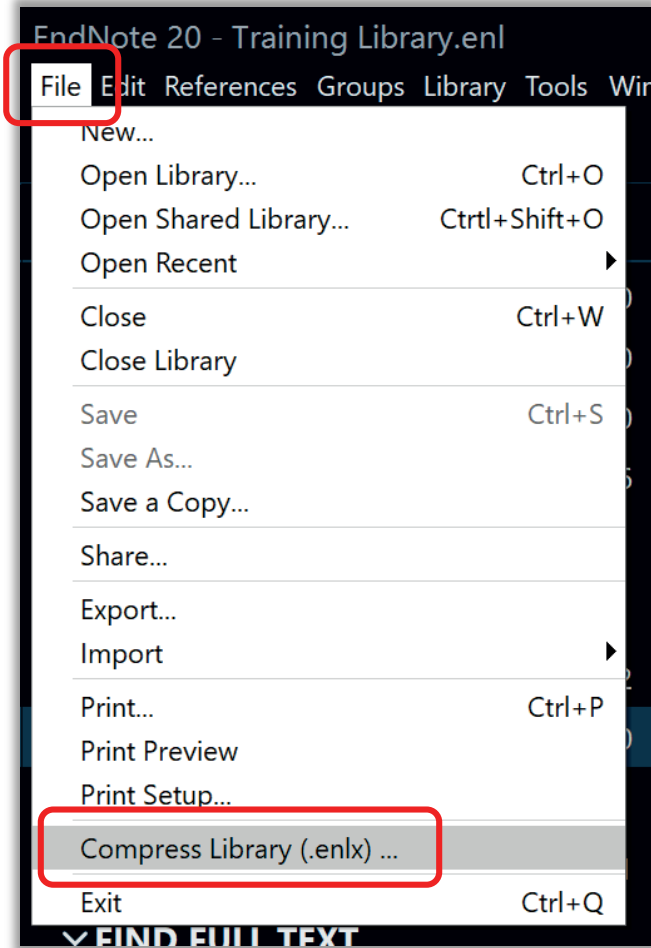
Searching Training
1 Reference

	Author	Year	Title	Reference Type	Journal
○	Esper, J...	20...	Low-frequency signals in long tr...	Journal Article	Science

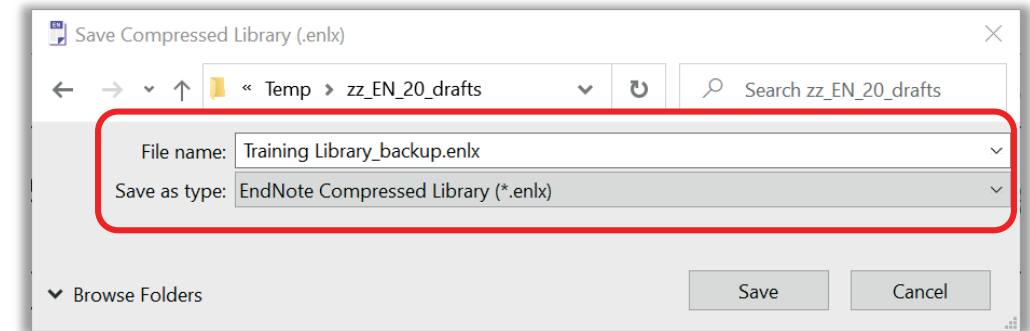
Abstract Preserving multicentennial climate variability in long tree-ring records is critically important for reconstructing the full range of temperature variability over the past 1000 years. This allows the putative "Medieval Warm Period" (MWP) to be described and to be compared with 20th-century warming in modeling and attribution studies. We demonstrate that carefully selected tree-ring chronologies from 14 sites in the Northern Hemisphere (NH) extratropics can preserve such coherent large-scale, multicentennial temperature trends if proper methods of analysis are used. In addition, we show that the average of these chronologies supports the large-scale occurrence of the MWP over extratropics.

○ Tip: Imported references often have the fields <Keywords> already populated. You might even consider adding your own keywords to references as they are all searchable.

Organising your Library – Backup



Archive the whole library or just groups or group sets, incl. attachments into one file



o Tip: When compressed ENLX-files are re-opened, EN regenerates the original *.ENL file and *.DATA folder

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- Output styles determine how references will be formatted and displayed in your bibliography or in your text document
- EN's <Style Manager> provides >6000 styles (incl. demands for most journals)

EndNote Styles

Select your favourite styles so they will be accessible in EN's main menu

Via EN's Style Manger (Tools > Output Styles > Open Style Manager) you can

- select favourite styles & preview
- get more styles
- edit styles

File Edit Tools Window Help

Name	Category
<input type="checkbox"/> Haematologica	Hematology
<input checked="" type="checkbox"/> Harvard	Multidisciplinary
<input checked="" type="checkbox"/> Harvard (NUIG)	Science
<input type="checkbox"/> Health Ed Behavior	Psychology
<input type="checkbox"/> Health Quality Life Out	Public Health

Get More on the Web... Mark All Unmark All Find by ▶

▲ Less Info: Style Info/Preview Edit

Billoski, T. V. (1992) *Introduction to Paleontology*, 6th ed., New York: Institutional Press.

Morehouse, S. I. and Tung, R. S. (1993) Statistical evidence for early extinction of reptiles due to the K/T event. *Journal of Paleontology*, 17(2), pp. 198-209.

Schwartz, M. T. and Billoski, T. V. (1990) Greenhouse hypothesis: effect on dinosaur extinction. in Jones, B. T. and Lovecraft, N. V., (eds.) *Extinction*, New York: Barnes and Ellis. pp. 175-189.

Preview

- With EN's <Style Editor> you can make many style adjustments effecting layout & formatting of all <reference types> (eg book, journal article, etc)

- Tip: EN's style editor is **very powerful and can require a fair bit of training** to get used to the **rules and special** characters that effect the formatting of your citations/bibliography.
- Tip: If you want to create/alter a style
 - Using EN's style manager, **find & select the one** closest to your liking and open it with EN's style editor
 - **Save the style under a different name** and tag it in the style manager as a favourite
 - Select the style in EN's main menu
 - **Make changes to the style according to EN's help (F1) and observe the effects** for a selected reference in the summary/preview pane of EN's main window (after saving)
 - **EN's manual on modifying reference types and output styles (X8 but still ok)**
support.clarivate.com/Endnote/s/article/EndNote-X8-Windows-and-Mac-Style-Editing-Guide

Cite – Bibliographic Output Styles

Harvard (NUIG) Copy

File Edit Tools Window Help

Plain Font Plain Size B I U P A¹ A₁ Σ A_{BC}

- About this Style
- Punctuation
- Anonymous Works
- Page Numbers**
- Journal Names
- Sections
- Citations
 - Templates
 - Ambiguous Citations
 - Author Lists
 - Author Name
 - Numbering
 - Sort Order
- Bibliography
 - Templates
 - Field Substitutions
 - Layout
 - Sort Order
 - Categories
 - Author Lists
 - Author Name

Page Number Format

- Don't change page numbers
- Show only the first page number (e.g. 123)
- Abbreviate the last page number (e.g. 123-5)
- Abbreviate the last page, keeping two digits (e.g. 123-25)
- Show the full range of pages (e.g. 123-125)
- Show only the first page for journals, full range for others

Small changes such as the display of page numbers are rather straightforward.

Training +

Advanced search

Training
10 References

	Author	Year	Title
●	Chong, M. N.; Ji...	2010	Recent developments in photo
●	Cai, J.; Ruffieux, ...	2010	Atomically precise bottom-up f
●	Malato, S.; Fern...	2009	Decontamination and disinfecti
●	Clifford, Sarah E;...	2009	Complexation of constrained lig
●	Budny, Eugeniu...	2009	Construction Machinery
●	Freedman, Davi...	2007	Statistics
●	Milne, W. I.; Teo,...	2004	Carbon nanotubes as field emis
●	Neyens, E.; Baey...	2003	A review of classic Fenton's per
●	Esper, J.; Cook, E...	2002	Low-frequency signals in long t
●	Einstein, Albert; ...	1963	The evolution of physics the gr

..., 2009 #... **Summary** Edit PDF x

Clifford-2009-Complexation of ...

+ Attach file

Complexation of constrained ligands piperazine, N-substituted piperazines, and thiomorpholine

S. E. Clifford, V. Tiwow, A. Gendron, M. Maeder, M. Rossignoli, G. A. Lawrance, et al.

Australian journal of chemistry 2009 Vol. 62

Harvard (NUIG) Copy Insert Copy

Clifford, S. E., Tiwow, V., Gendron, A., Maeder, M., Rossignoli, M., Lawrance, G. A., Turner, P., Blake, A. J. and Schroeder, M. (2009) Complexation of constrained ligands piperazine, N-substituted piperazines, and thiomorpholine. *Australian Journal of chemistry*, 62(10), pp. 1196-206.

Cite – Bibliographic Output Styles

Others, such as the addition of the field <DOI> to the reference type <Journal Articles>, require a bit more knowhow (hit F1 key or see manual on modifying styles).

Harvard (NUIG) Copy

File Edit Tools Window Help

Plain Font Plain Size B I U P A¹ A₁ Σ ABC

Bibliography

Reference Types

Insert Field

Journal Article: Author·(Year)·Title·Journal,·Volume|(Issue)|,·pp.·Pages|·(`Doi` `DOI)|.

Training

Advanced search

Training 10 References

	Author	Year	Title
●	Chong, M. N.; Ji...	2010	Recent de
●	Cai, J.; Ruffieux, ...	2010	Atomically
●	Malato, S.; Fern...	2009	Decontam
●	Clifford, Sarah E;...	2009	Complexa
●	Budny, Eugeniu...	2009	Construct
●	Freedman, Davi...	2007	Statistics
●	Milne, W. I.; Teo,...	2004	Carbon na
●	Neyens, E.; Baey...	2003	A review o
●	Esper, J.; Cook, E...	2002	Low-frequ
●	Einstein, Albert; ...	1963	The evolu

Clifford, Sarah E., 2009 #352 Summary Edit PDF

Clifford-2009-Complexation of constr...

+ Attach file

Complexation of constrained ligands piperazine, N-substituted piperazines, and thiomorpholine

S. E. Clifford, V. Tiwow, A. Gendron, M. Maeder, M. Rossignoli, G. A. Lawrance, et al.

Australian journal of chemistry 2009 Vol. 62 Issue 10 Pages 1196-1206

DOI: 10.1071/Ch09313

Harvard (NUIG) Copy Insert Copy

Clifford, S. E., Tiwow, V., Gendron, A., Maeder, M., Rossignoli, M., Lawrance, G. A., Turner, P., Blake, A. J. and Schroeder, M. (2009) Complexation of constrained ligands piperazine, N-substituted piperazines, and thiomorpholine. *Australian journal of chemistry*, 62(10), pp. 1196-206 (Doi 10.1071/Ch09313).

Cite – Create a Quick Bibliography

The screenshot shows the EndNote 20 interface. On the left is a sidebar with navigation options like 'All References', 'Recently Added', and 'MY GROUPS'. The main window displays a list of references under the 'Training' group. One reference is selected: 'Einstein, A. and Infeld, L. (1963) *The evolution of physics the growth of ideas from early concepts to relativity and quanta*, 3rd paperback print. edn. New York: Simon and Schuster'. A context menu is open over this reference, with 'Copy Formatted Reference' (Ctrl+K) highlighted in blue. Another callout box points to the 'Copy Formatted Reference' option in the menu.

...and can then be pasted with its formatting into a text document.

Budny, E., Chłosta, M., Meyer, H. J. and Skibniewski, M. J. (2009) Construction Machinery. in Grote, K.-H. and Antonsson, E. K., (eds.) *Springer Handbook of Mechanical Engineering*, Berlin, Heidelberg: Springer Berlin Heidelberg. pp. 1149-266.

Cai, J., Ruffieux, P., Jaafar, R., Bieri, M., Braun, T., Blankenburg, S., Muoth, M., Seitsonen, A. P., Saleh, M., Feng, X., Mullen, K. and Fasel, R. (2010) Atomically precise bottom-up fabrication of graphene nanoribbons. *Nature*, 466(7305), pp. 470-3 (Doi 10.1038/nature09211).

Chong, M. N., Jin, B., Chow, C. W. K. and Saint, C. (2010) Recent developments in photocatalytic water treatment technology: A review. *Water Research*, 44(10), pp. 2997-3027 (Doi 10.1016/j.watres.2010.02.039).

Clifford, S. E., Tiwow, V., Gendron, A., Maeder, M., Rossignoli, M., Lawrance, G. A., Turner, P., Blake, A. J. and Schroeder, M. (2009) Complexation of constrained ligands piperazine, N-substituted piperazines, and thiomorpholine. *Australian Journal of chemistry*, 62(10), pp. 1196-206 (Doi 10.1071/Ch09313).

Einstein, A. and Infeld, L. (1963) *The evolution of physics the growth of ideas from early concepts to relativity and quanta*, 3rd paperback print. ed., New York: Simon and Schuster.

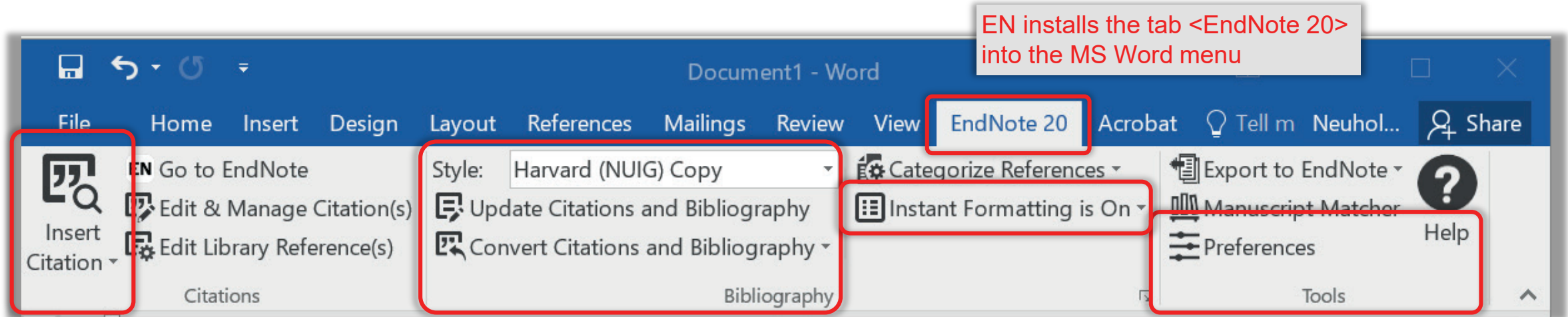
Esper, J., Cook, E. R. and Schweingruber, F. H. (2002) Low-frequency signals in long tree-ring chronologies for reconstructing past temperature variability. *Science*, 295(5563), pp. 2250-3 (Doi 10.1126/science.1066208).

Freedman, D., Pisani, R. and Purves, R. (2007) *Statistics, International student edition*, 4th., international student ed., New York: W.W. Norton & Co.

Malato, S., Fernández-Ibáñez, P., Maldonado, M. I., Blanco, J. and Gernjak, W. (2009) Decontamination and disinfection of water by solar photocatalysis: Recent overview and trends. *Catalysis Today*, 147(1), pp. 1-59 (Doi 10.1016/j.cattod.2009.06.018).

Milne, W. I., Teo, K. B. K., Amaratunga, G. A. J., Legagneux, P., Gangloff, L., Schnell, J. P., Semet, V., Binh, V. T. and Groening, O. (2004) Carbon nanotubes as field emission sources. *Journal of Materials Chemistry*, 14(6), pp. 933-43 (Doi 10.1039/b314155c).

Neyens, E. and Baeyens, J. (2003) A review of classic Fenton's peroxidation as an advanced oxidation technique. *Journal of Hazardous Materials*, 98(1-3), pp. 33-50 (Doi 10.1016/S0304-3894(02)00282-0).



- EN's Word plugin acts as an interface between EN and MS Word
- **Either use <Insert Citation>** from within the Word document or **drag'n drop selected citation(s) from EN** to the desired position in the document
- By default, EN activates <Instant Formatting>, i.e. citations and bibliography are automatically formatted (or updated every 30sec) according to the selected <Style>

○ Tip: Particularly if the document becomes rather large it is better to use the unformatted citations (via <Convert Citations and Bibliography>) and turn off <Instant Formatting> during the writing process.

Cite-While-You-Write (MS Word)

Style: Harvard (NUIG Copy)

Update Citations and Bibliography

Select the desired <Style>, then <Update Citations & Bibliography>

(Freedman, 2007 #347; Milne, 2004 #348; Esper, 2002 #345)

(Budny, 2009 #358)

(Chong et al. 2010)

Bibliography

Budny, E., Chlosta, M., Meyer, H. J. and Skibniewski, M. J. (2009) Construction Machinery. in Grote, K.-H. and Antonsson, E. K., (eds.) *Springer Handbook of Mechanical Engineering*, Berlin, Heidelberg: Springer Berlin Heidelberg, pp. 1149-266.

Chong, M. N., Jin, B., Chow, C. W. K. and Saint, C. (2010) Recent developments in photocatalytic water treatment technology: A review. *Water Research*, 44(10), pp. 2997-3027 (Doi 10.1016/j.watres.2010.02.039).

Esper, J., Cook, E. R. and Schweingruber, F. H. (2002) Low-frequency signals in long tree-ring chronologies for reconstructing past temperature variability. *Science*, 295(5563), pp. 2250-3 (Doi 10.1126/science.1066208).

Freedman, D., Pisani, R. and Purves, R. (2007) *Statistics, International student edition*, 4th, international student ed., New York: W.W. Norton & Co.

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Drag'n drop selected references from EndNote to the desired positions in the document

(Freedman, 2007 #347; Milne, 2004 #348; Esper, 2002 #345)

(Budny, 2009 #358)

(Chong, 2010 #349)

Drag'n drop selected references from EndNote to the desired positions in the document

Training Library.enl

File Edit References Groups Library Tools Window Help

Training

10 References

	Author	Year	Title
•	Chong, M. N.; Ji...	2010	Recent developments in photocat.
•	Cai, J.; Ruffieux, ...	2010	Atomically precise bottom-
•	Malato, S.; Fern...	2009	Decontamination and disin
•	Clifford, Sarah E;...	2009	Complexation of constrain
•	Budny, Eugeniu...	2009	Construction Machinery

Training Library.enl

File Edit References Groups Library Tools Window Help

Training Text_start.docx

5 References

EN creates a new group incl. the references associated with the docx-file

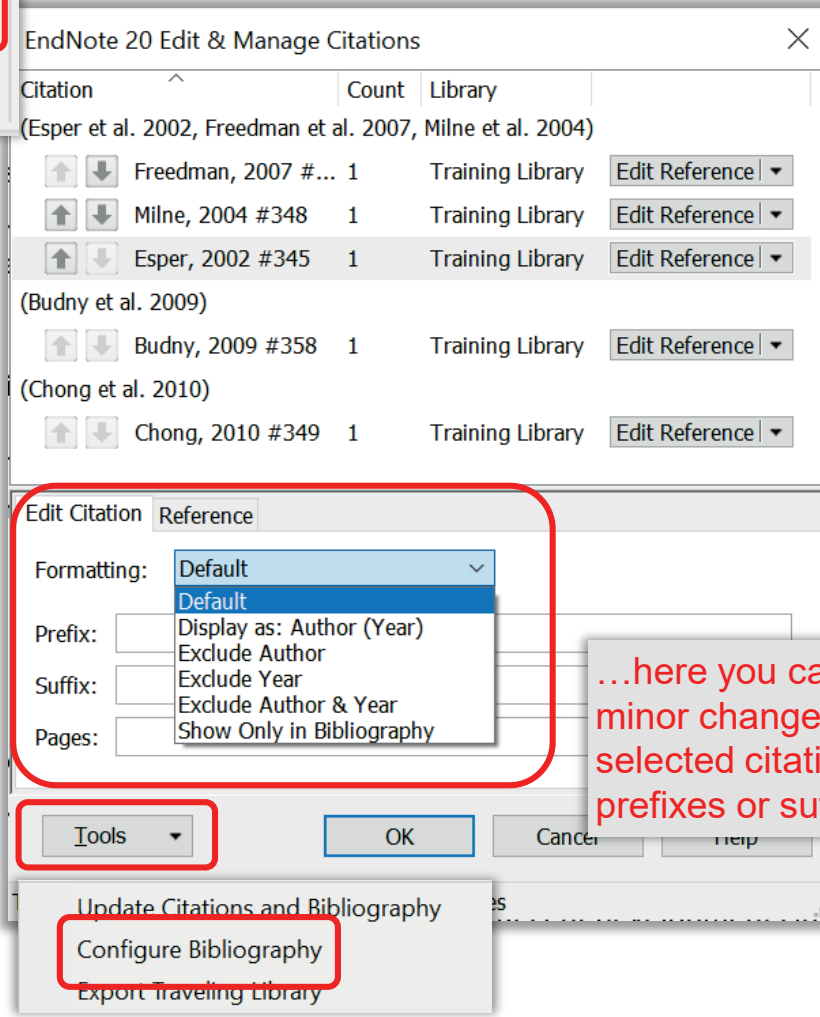
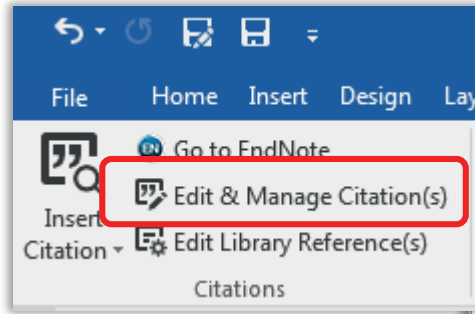
	Author	Year	Title
•	Chong, M. N.; Ji...	2010	Recent developments in photocat.
•	Budny, Eugeniu...	2009	Construction Machinery
•	Freedman, Davi...	2007	Statistics
•	Milne, W. I.; Teo,...	2004	Carbon nanotubes as field emission.
•	Esper, J.; Cook, E...	2002	Low-frequency signals in long tree-

Cite-While-You-Write (MS Word)

The screenshot shows the Microsoft Word interface with the EndNote 20 ribbon active. The ribbon includes options like 'Go to EndNote', 'Edit & Manage Citation(s)', 'Update Citations and Bibliography', and 'Export to EndNote'. The document content includes a 'Training Text' section with several paragraphs of placeholder text and in-text citations such as (Esper et al. 2002, Freedman et al. 2007, Milne et al. 2004). Below the text is a 'Bibliography' section listing references like Budny et al. (2009), Chong et al. (2010), Esper et al. (2002), Freedman et al. (2007), and Milne et al. (2004).

- Tip: Double-check if EN's output is according to your requirements (e.g. of the journal) or if there are any other issues (e.g. typos, missing or faulty field info)
- Tip: If needed, edit the output style to your satisfaction, save it to another filename (if needed), and <Update Citations and Bibliography> using the altered style

Cite-While-You-Write (MS Word)



○ Tip: Use <Edit & Manage Citations> of EN's Word plugin to delete individual citations, to quickly adjust the output for one or more citation, and more.

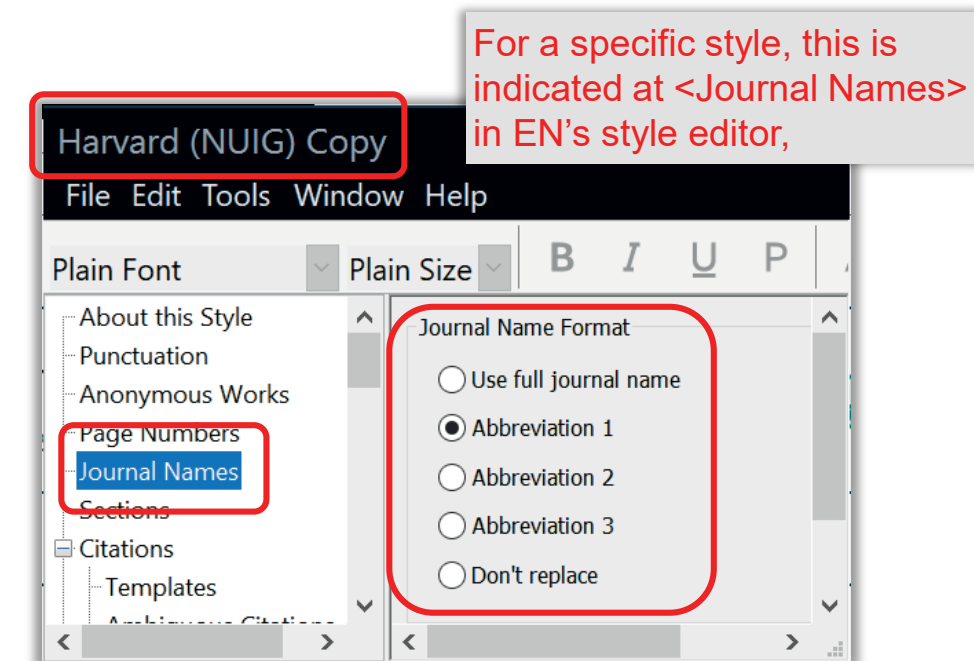
...preferably use this to remove a citation from the document

...here you can introduce minor changes to the selected citations incl. prefixes or suffixes

...here you can alter e.g. font, indent, line spacing etc of your bibliography

Cite – Using Journal Abbreviations

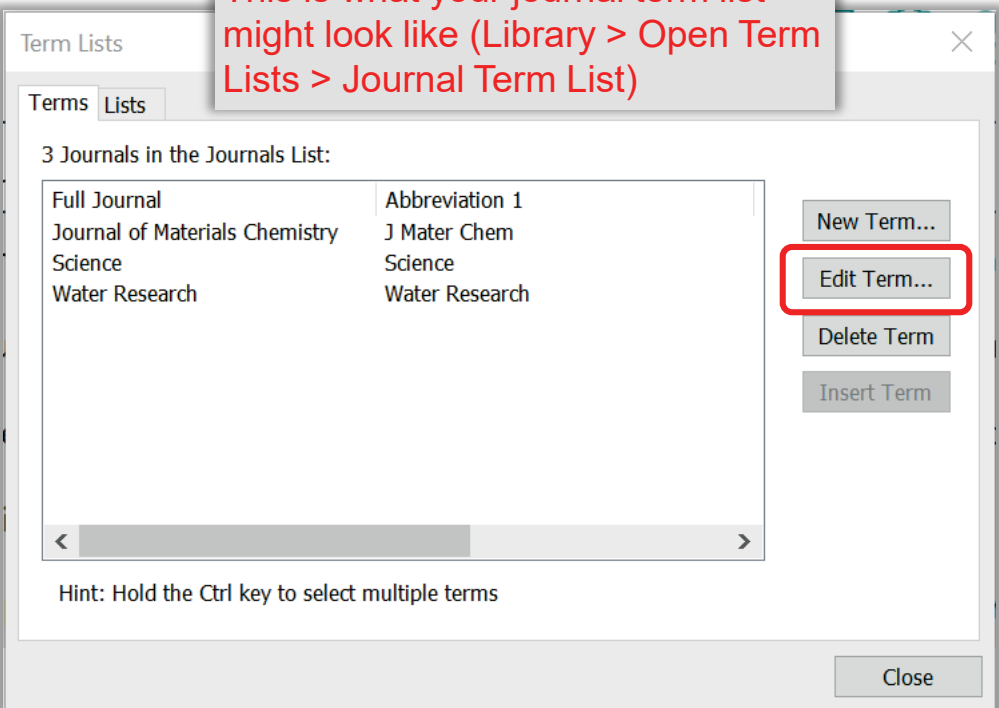
- Some journals require the journal title to be abbreviated in the bibliography



- The full title and up to 3 abbreviations for journals can be defined in a so called journal <Term List>
- EndNote
 - by default, copies the content of the reference field <Alternate Journal> as <Abbreviation 1> into a linked journal <term list>.
 - allows the import of built-in journal <term lists> (ASCII files)
 - allows to generate your own user defined journal <term list> (ASCII file)
- **Method a) is the most straight forward one**
 Method b) is particularly useful to save time with large amounts of citations
 Method c) might require lots of manual editing

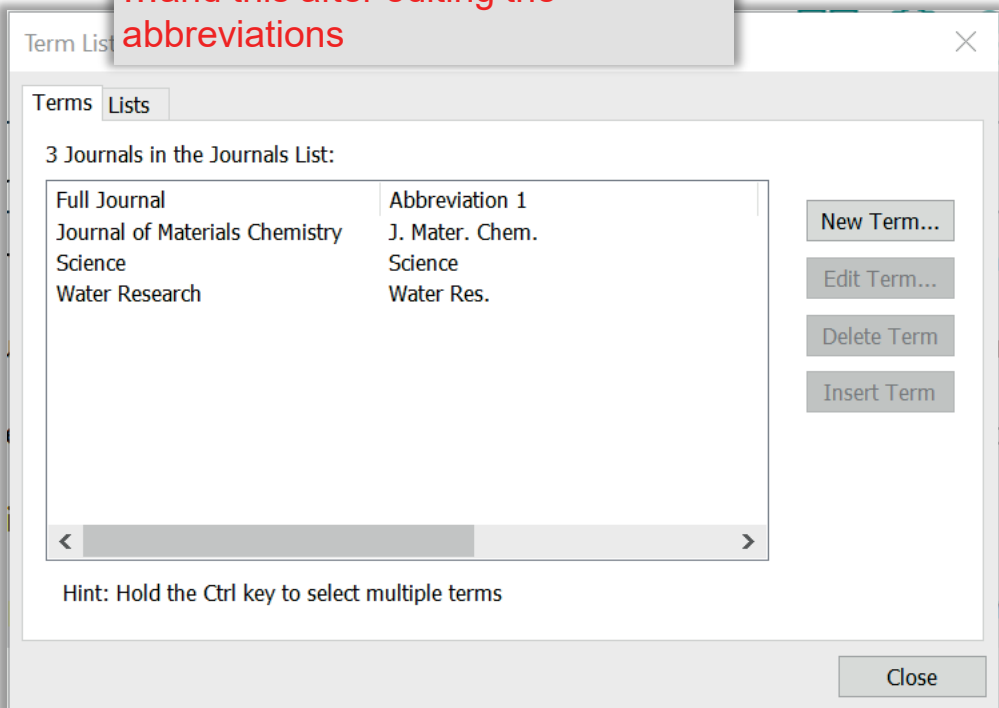
Cite – Using Journal Abbreviations (Method a)

This is what your journal term list might look like (Library > Open Term Lists > Journal Term List)

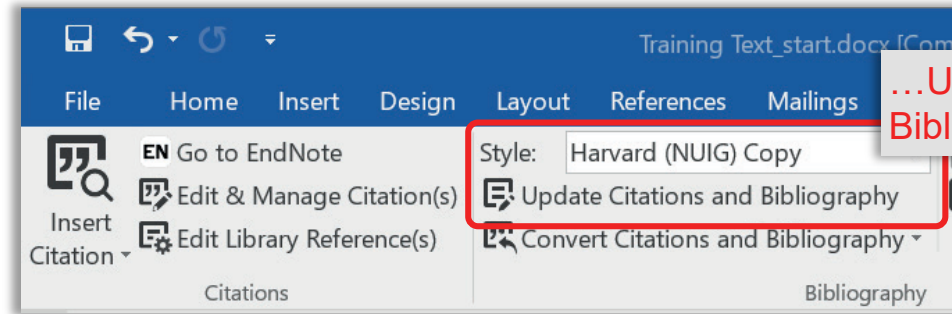


➔

...and this after editing the abbreviations



- Tip: If you are having troubles finding 'correct' abbreviations see <https://www.lib4ri.ch/journal-directories-useful-websites#Journal-Title-Abbreviations>
- Tip: Save your journal term list (*.txt) for future use, expansion or simply as a backup



...and observe the effect on the bibliography

Bibliography

Budny, E., Chłosta, M., Meyer, H. J. and Skibniewski, M. J. (2009) Construction Machinery. in Grote, K.-H. and Antonsson, E. K., (eds.) *Springer Handbook of Mechanical Engineering*, Berlin, Heidelberg: Springer Berlin Heidelberg. pp. 1149-266.

Chong, M. N., Jin, B., Chow, C. W. K. and Saint, C. (2010) Recent developments in photocatalytic water treatment technology: A review. *Water Res.*, 44(10), pp. 2997-3027 (Doi 10.1016/j.watres.2010.02.039).

Esper, J., Cook, E. R. and Schweingruber, F. H. (2002) Low-frequency signals in long tree-ring chronologies for reconstructing past temperature variability. *Science*, 295(5563), pp. 2250-3 (Doi 10.1126/science.1066208).

Freedman, D., Pisani, R. and Purves, R. (2007) *Statistics, International student edition*, 4th , international student ed., New York: W.W. Norton & Co.

Milne, W. I., Teo, K. B. K., Amaratunga, G. A. J., Legagneux, P., Gangloff, J., Schnell, J. P., Semet, V., Binh, V. T. and Groening, O. (2004) Carbon nanotubes as field emission sources. *J. Mater. Chem.*, 14(6), pp. 933-43 (Doi 10.1039/b314155c).

Introduction to EndNote

EN's GUI

- Create a new library (11)
- Graphical User Interface (12)

Collect

- EndNote's built-in online search (16)
- Export / import after an external database search (19)
- Import metadata from PDFs (24)
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- Find & attach full text PDFs (27)

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- Checking & Updating references (32)
- Finding duplicates (33)
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Cite

- Bibliographic output styles (37)
- Cite-while-you-write (MS Word) (42)
- Using journal abbreviations (46)

Share & Sync

- Without EN Online Account (50)
 - Share references via E-mail
 - Share travel library via Word plugin
 - Share library as a compressed library or via servers
- With EN Online Account (53)
 - Sync between your devices
 - Share entire library
 - Share groups

Concluding Info, Help & Useful Links

- EndNote can do more (58)
- Is EndNote the right thing for me (59)
- User Guides & Tutorials, Support / Knowledge Base, Community, FAQ (61)

...via e-mail (one reference at a time)

			Author
•			Chong, M. N.;
•			Cai, J.; Ruffieu
•			Malato, S.; Fe
•			Clifford, Sarah
•			Budny, Eugen
•			Freedman, Da
•			Milne, W. I.; T
•			Neyens, E.; Ba
•			Esper, J.; Cool
•			Einstein, Albe



... formatted according to your style, incl. attachments

From: info@lib4ri.ch

To: [Empty]

Cc: [Empty]

Bcc: [Empty]

Subject: Esper 2002 reference from my EndNote library

Attached: [Esper-2002-Low-frequency signals in long tree-.pdf](#)

- J. Esper, E. R. Cook, F. H. Schweingruber, Low-frequency signals in long tree-ring chronologies for reconstructing past temperature variability. *Science* **295**, 2250-2253 (2002). doi: 10.1126/science.1066208

...export an EN <Travelling Library> using the Word Plugin

Export to EndNote

- Export Traveling Library
- Export Word Citations
- Export Word Master List

Training Text

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Maecenas porttitor congue massa. Fusce posuere, magna sed pulvinar ultricies, purus lectus malesuada libero, sit amet commodo magna eros quis urna. Nunc viverra imperdiet enim. Fusce est. Vivamus a tellus. (Esper et al. 2002, Freedman et al. 2007, Milne et al. 2004)

Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Proin pharetra pede. Mauris et orci. Aenean nec lorem. In porttitor. Donec laoreet nonummy augue. (Budny et al. 2009)

Suspendisse dui purus, scelerisque at, vulputate vitae, pretium mattis, nunc. Mauris eget neque at sem venenatis eleifend. Ut nonummy. Fusce aliquet pede non pede. Suspendisse dapibus lorem pellentesque magna. Integer (Chong et al. 2010)

Bibliography

Budny, E., Chłosta, M., Meyer, H. J. and Skibniewski, M. J. (2009) Construction Machinery. in Grote, K.-H. and E. K., (eds.) *Springer Handbook of Mechanical Engineering*, Berlin, Heidelberg: Springer Berlin Heidelberg 1149-266.

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Export Traveling Library

Export Library to:

An existing EndNote library:

Training Library

A new EndNote library

...an EN library is created from the citations in the Word document (no attachments)

- **Share your library (or groups thereof) by using EN's compress library feature**
 - The entire library or just groups incl. attachments can be compressed in one single file (refer to backup)

- **Share your library via an institutional server**
 - Put your library on a shared server
 - One person at a time has full access
 - Note that this can corrupt your library if the server has an outage

- **Don't share and sync your library via Dropbox and other Cloud services**
 - Your library will eventually become corrupted. This is NOT recommended by EndNote at all!

- **Should your library get corrupted**
 - EndNote offers a repair tool with limited capabilities via Library > Recover Library

Share & Sync using your EN Online Account (Classic)

Sign in to continue with EndNote

Sign up for EndNote Online (classic) at www.myendnoteweb.com



Email address
Please enter a valid email address.

Password
Please enter a password

Forgot Password? **Sign in**

OR

Not a member yet?
Register

or sign in using  

By signing in, you acknowledge and agree to our Terms of Use and Privacy Statement.

Need help? Contact EndNote Customer Care.

EndNote Preferences

- Change Case
- Display Fields
- Display Fonts
- Duplicates
- Find Full Text
- Folder Locations
- Formatting
- Libraries
- PDF Handling
- Read / Unread
- Reference Types
- Sorting
- Spell Check
- Sync**
- Temporary Citations
- Term Lists
- URLs & Links

Synchronize your data

Upgrade or create your two-year EndNote account to get the latest features and enable Sync.

Enable Sync

EndNote Account Credentials

E-mail Address: info@lib4ri.ch

Password: *****

Sync this EndNote Library

\\lib4ri\work\$\Proje...\Training Library.enl

Sync Automatically

Open your EN 20/21 library and enter your details at Edit > Preferences > Sync

If you always work with one and the same library, you can activate <Sync Automatically>, or else manually sync via Library > Sync

- Tip: Important - Backup your library prior to enabling Sync
- Tip: Important - Should you have an account with Clarivate Analytics (alerts with Web of Science, Researcher ID, etc), use your existing credentials to sign into EndNote Online
- Tip: Only one single library can be synced (incl. attachments, no smart groups)

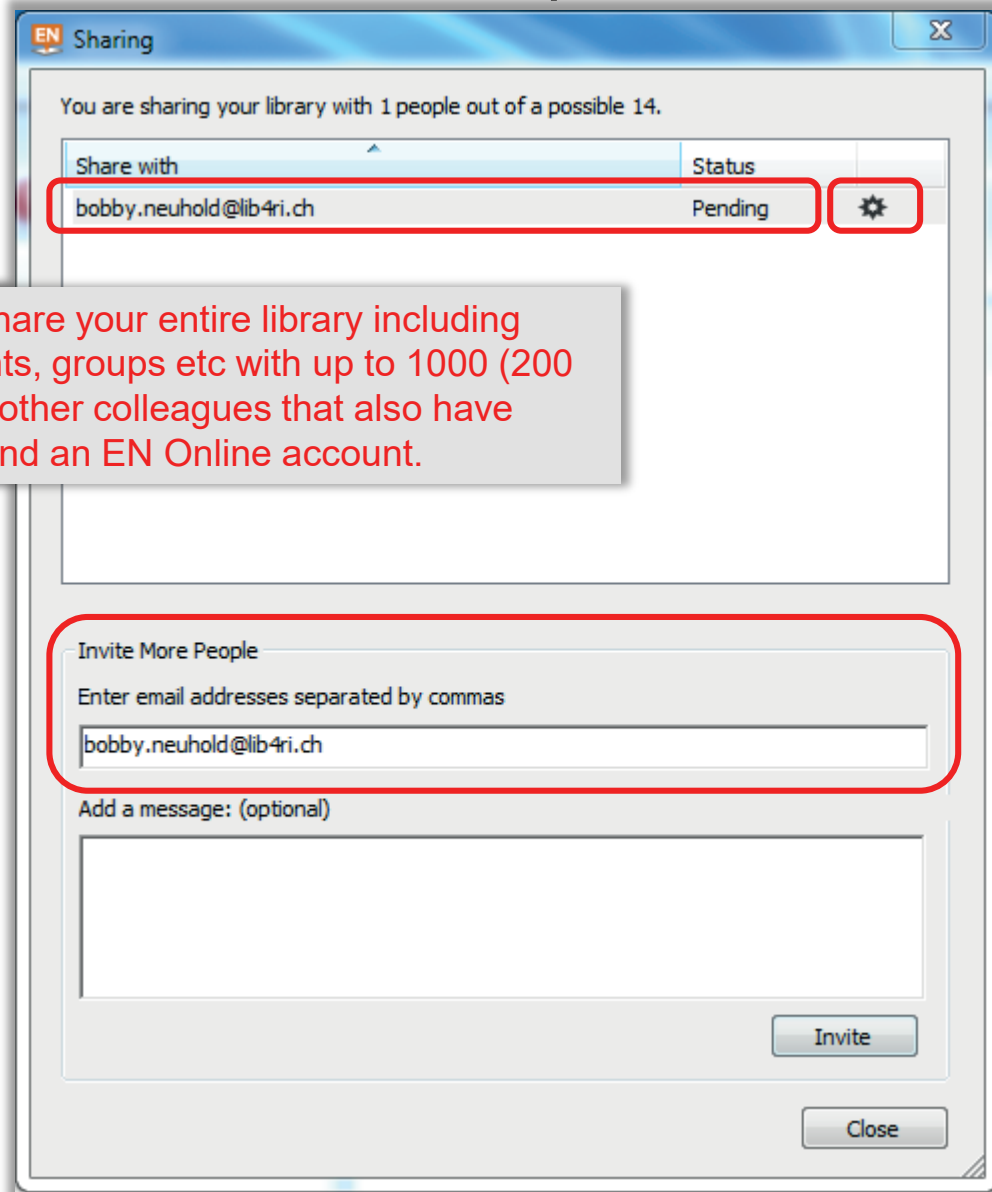
Your EN Online account will eventually contain all your references, attachments & groups (taken from all group sets). Depending on the size of your library upload/sync might actually take quite some time.

The screenshot shows the EndNote web interface. On the left is a sidebar with a 'Quick Search' box and a 'My References' section. Under 'My References', there are sub-sections for 'All My References (10)', 'Quick List (0)', 'Trash (0)', and 'My Groups'. The 'My Groups' section is highlighted with a red box and contains 'Just something to show (2)', 'Training (10)', and 'Yet another group (1)'. Below this is 'Groups Shared by Others' with 'Bobby's publications (44)' and 'My Publications (44)'. The main area shows a list of references under the 'Training' group. The list has columns for 'Author', 'Year', and 'Title'. The first few entries are:


Author	Year	Title
Budny, Eugeniusz	2009	Construction Machinery Springer Handbook of Mechanical Engineering Added to Library: 24 Feb 2022 Last Updated: 24 Feb 2022 Online Link → Go to URL
Cai, J.	2010	Atomically precise bottom-up fabrication of graphene nanoribbons Nature Added to Library: 24 Feb 2022 Last Updated: 24 Feb 2022 Online Link → Go to URL
Chong, M. N.	2010	Recent developments in photocatalytic water treatment technology: A review Water Research Added to Library: 24 Feb 2022 Last Updated: 24 Feb 2022 Online Link → Go to URL
Clifford, Sarah E	2009	Complexation of constrained ligands piperazine, N-substituted piperazines, and thiomorpholine Australian journal of chemistry Added to Library: 24 Feb 2022 Last Updated: 24 Feb 2022
Einstein, Albert	1963	The evolution of physics the growth of ideas from early concepts to relativity and quanta Added to Library: 24 Feb 2022 Last Updated: 24 Feb 2022

○ Tip: If you like to sync this library with another device (PC, Mac or iPad), create a new library on that device, then enable and start syncing therein (max 3 for one account)

Share & Sync from within Endnote (via your linked EN Online Account)



You can share your entire library including attachments, groups etc with up to 1000 (200 for EN20) other colleagues that also have Endnote and an EN Online account.

- After the invitee accepts your invitation (via e-mail) his sharing status <Pending> changes to <Member>; you can revoke the membership at any time via 
- Read/write permissions can be defined for individual members of shared libraries.
- User changes are protocolled.
- Although EN 20/21 allow sharing of individual groups as well (right-click on the group > share group), the group will only be linked via an URL to EN Online (no attachments)

Share & Sync Using an EN Online Account

Clarivate Analytics | EndNote

My References Collect Organize Format Match Options Downloads

Manage My Groups Others' Groups Find Duplicates Manage Attachments

Manage My Groups

My Groups↑	Number of References	Share		
Just something to show	2	<input type="checkbox"/> Manage Sharing	Rename	Delete
Training	10	<input type="checkbox"/> Manage Sharing	Rename	Delete
Yet another group	1	<input type="checkbox"/> Manage Sharing	Rename	Delete

[New group](#)

From within EN Online (classic), you can share specific groups (no attachments) with an unlimited number of colleagues that also have an EN Online account.

- Tip: Groups shared via EN Online (classic) are only accessible via EN Online (classic)
- Tip: EndNote Online (classic) is a fully functional Reference Manager with limited functionality.
- Guides:
 - www.endnote.com > Training

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Concluding Info, Help & Useful Links

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- Is EndNote the right thing for me (59)
- User Guides & Tutorials, Support / Knowledge Base, Community, FAQ (61)

EndNote can do more...

- Categorise bibliographies (e.g. for CVs)
- Cite within Powerpoint (plugin)
- Footnotes
- Built-in Word manuscript templates (for various journals)
- Handle figures and tables (for referencing in Word)
- Repair broken libraries
- ...

Be explorative

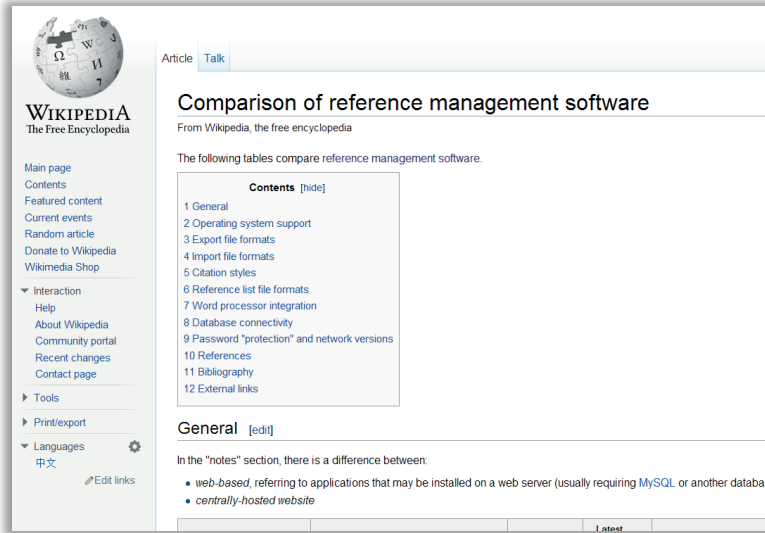
...but never
without a backup

Is EndNote the right thing for me?

- A quick comparison sheet (EndNote, Mendeley, Zotero) is available for download (www.lib4ri.ch/trainings)

	EndNote	Mendeley	Zotero
General			
Link	www.endnote.com	www.mendeley.com	www.zotero.org
Platform	Win, OSX, iOS, Web	Win, OSX, Linux, iOS, Android, Web	Win, OSX, Linux (with connector to Chrome, Safari, Firefox), iOS & Android (3rd-party apps), Web
Language	English	English	multilingual
Licence	Full license from \$100 (desktop & Web), free license (EndNote Mobile, student/faculty/staff, perfamily without subscription to Web of Science)	Mendeley Desktop (free, local installation with local and cloud based storage) Mendeley Reference Manager (free, local installation but only with cloud based storage)	Free
Online storage	2 GB free (EndNote Mobile) www.endnote.com/EndNoteMobile	unlimited	unlimited
Syncing	via EndNote Web	via Mendeley account	via Zotero account
Share & Collaborate	www.endnote.com/EndNoteWeb	public & max. 5 private groups (max 20 members, 100 MB max shared file storage)	unlimited groups & members
Word processor	unlimited (OSX with free EndNote Web/End)	unlimited	unlimited
Data import / import / export			
Import from databases	yes	yes	yes
Import from websites	yes	yes	yes
Import from PDF	yes (via EndNote Cit. Connector plugin)	yes	yes
Find full text (PDF)	yes	yes	yes
Attach files	automatically: via Web, OSX, PalmOS manually: via Desktop Cit. Connector extension	yes (via web importer)	yes (via Zotero Connector)
Import/export filter	yes	yes	yes
Handling			
# document types (book, article, etc)	40	20	30
Search online databases	yes (EndNote Desktop connects many connectors incl. Web of Science)	yes (via Mendeley online account)	yes (via Zotero Connector)
Search library	yes (incl. PDFs and annotations)	yes	yes
Search duplicates	yes	yes	yes
Provide tags/keywords/labels	yes	yes	yes
Read / annotate PDFs	yes (built-in)	yes	yes
PDF organizer	yes (built-in)	yes	yes
Sort references	yes (built-in)	yes	yes
Update metadata	yes	yes	yes
Organize in groups or folders	yes (divided to one hierarchical step)	yes (very good)	yes
Backup library	yes (compressed EndNote library)	yes	yes
Citation			
Style	yes	yes	yes
Style editor	yes	yes	yes
Interaction with word processor	plugin (client & Web)	yes (dipped style library, no attachments)	yes
Help			
Manuals, Tutorials, Trainings, Support	plugin (client & Web)	yes	yes
FAQ	www.endnote.com/EndNoteWeb/EndNoteWebHelp	www.mendeley.com/faq	www.zotero.org/faq
Forum	www.endnote.com/EndNoteWeb/EndNoteWebHelp	www.mendeley.com/faq	www.zotero.org/faq
Blog	www.lib4ri.ch/trainings	www.mendeley.com/blog	www.zotero.org/blog

Is EndNote the right thing for me?



○ Comprehensive comparisons

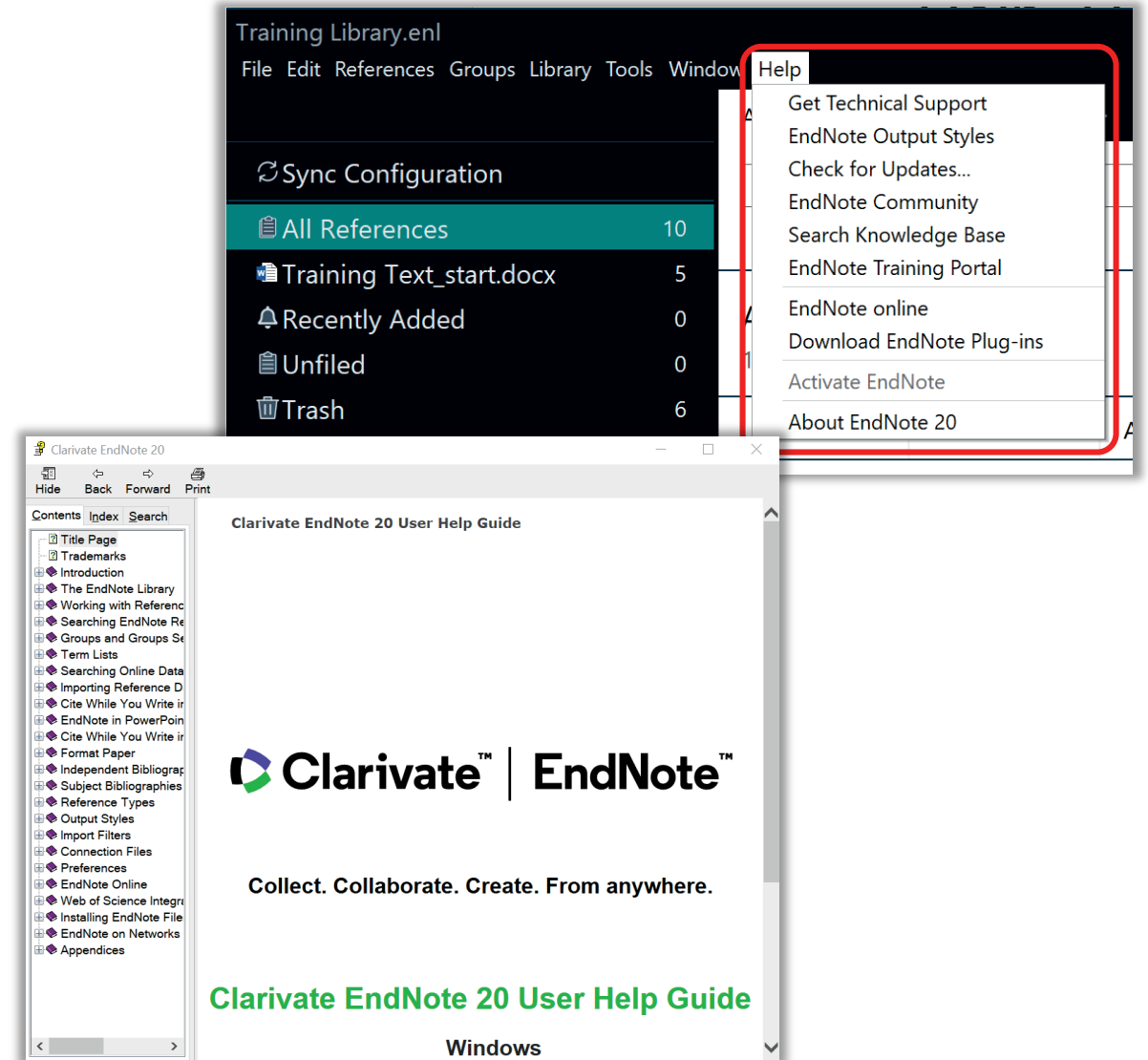
- [Wikipedia > Comparison of reference management software](#)
- mediaTUM Munich (<https://mediatum.ub.tum.de/1127579>)
- SLUB Dresden (<https://nbn-resolving.org/urn:nbn:de:bsz:14-qucosa2-769412>)



Talk to colleagues. Which software do they use and why !

Help, User Guides & Tutorials

- Via EndNote Help you have access to
 - the built-in EndNote help, “F1” (PDF located in program folder)
 - online training resources (tutorials, online user manual, webinars)
 - technical support, knowledge base, community, programs updates, more styles, ...
 - More via www.endnote.com



Lib4RI EndNote Quick Guide

- Lib4RI's Info covers relevant essentials to work with EndNote 20/21
- Download it via our website: <https://www.lib4ri.ch/info-sheets-videos>



Useful Links

- **Downloads**
 - <https://endnote.com/downloads>
- **User Guides, Help, Tutorials, Training Videos & Classes**
 - <https://endnote.com> > Support
- **Support / Knowledge Base, Community, FAQ**
 - <https://endnote.com> > Support
 - Do's and Don'ts & more
 - <https://endnote.com> > FAQ

Thank you!

Stephanie Hofmann, Bobby Neuhold

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