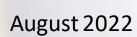


User guide





- Accessing EndNote Online
- Importing and creating references
- Attaching PDFs
- Organizing and sharing references
- Inserting and formatting references in a document



Why EndNote?

An Endnote Online account is provided to each Web of Science user. (Up to 50K references can be managed in your Endnote Online account. No limit in the desktop version)

COLLECT INFORMATION	Reduce your time in gathering all information needed without missing anything.
ORGANIZE DOCUMENTS	Exploit Endnote functionalities to use it as a powerful Content Management System. Store your pdf's.
WORK REMOTELY	Use Endnote wherever you are to access your information everywhere.
COLLABORATE	Improve Collaboration with your peers and global team, sharing libraries, documents and notes.
USE BIBLIOGRAPHIES	Exploit integration with word editors and spreadsheets and easily use bibliographies in your documents.
CUSTOMIZE	Define your styles the way you want and create your brand.



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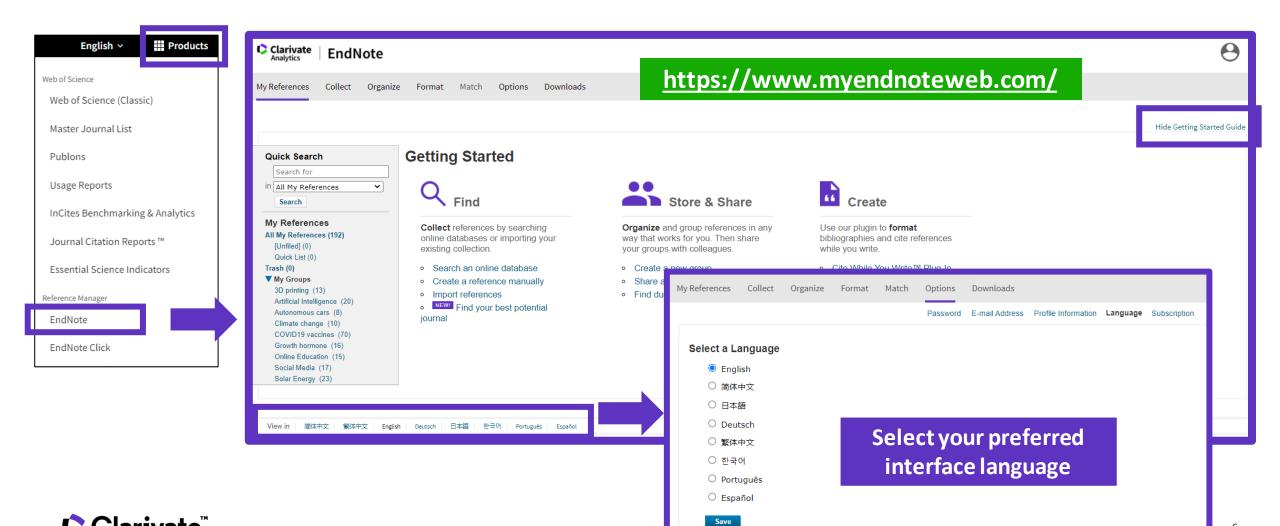
Why registering for the Web of Science?

- To save your searches and create alerts
- To create lists of documents
- To get my searches and viewed records saved for a year in History
- To use the same account for EndNote Online, Master Journal List, Journal Citation Reports,
 Essential Science Indicators, My Research Assistant and navigate smoothly across the
 different platforms
- To export to EndNote
- To access the Web of Science remotely (http://www.webofscience.com/) for 6 months without VPN/Proxy/SSO



Accessing EndNote Online

Use the same credentials as for the Web of Science – One Shared Account for all platforms



Levels of EndNote access

EndNote basic (free version)

- Store up to 50,000 references and 2 gigabytes of file attachments
- Format with 21 of the most popular output styles
- Import references in three tagged formats
- Search five remote databases from EndNote online via Online Search

EndNote online for users with access to the Web of Science

- Store up to 50,000
 references and 2 gigabytes
 of file attachments
- Web of Science links in EndNote online
- Identify captured references the Web of Science
- Designate EndNote online administrators to control content files

EndNote online for desktop users (premium)

- Unlimited online storage for two years from the time of enhancement
- Access to additional content files directly within EndNote online
- Import references in 500 tagged formats
- Search 1400 remote databases from EndNote online via Online Search

EndNote desktop (EndNote 20)

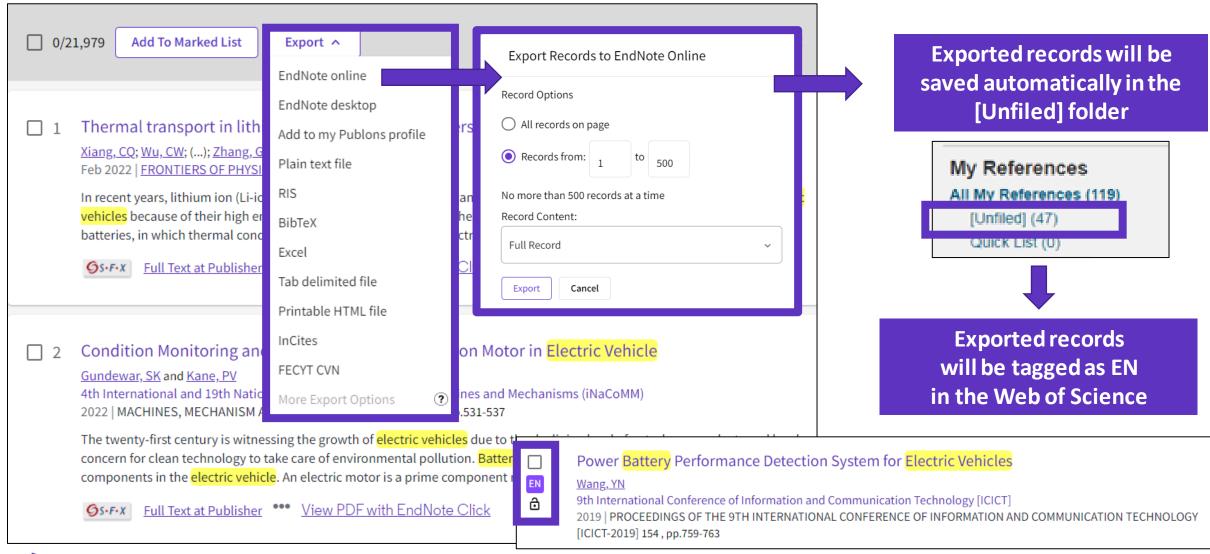
- Create virtually an unlimited number of libraries, references and file attachments
- Desktop software for both macOS and Windows
- Unlimited number of connection files, import filters and output styles.
- 40+ power features



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Import references from the Web of Science



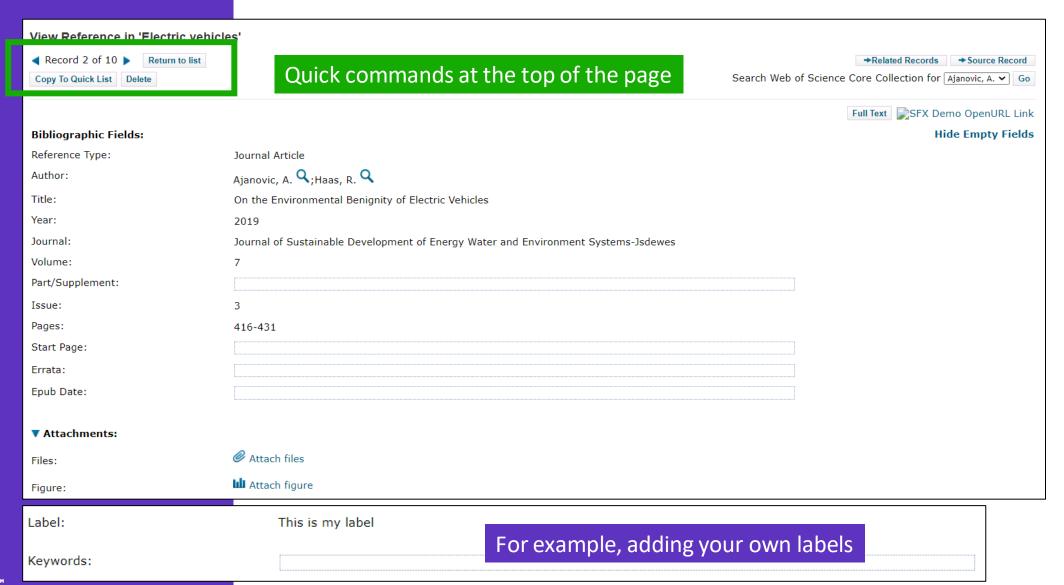


Manage my references





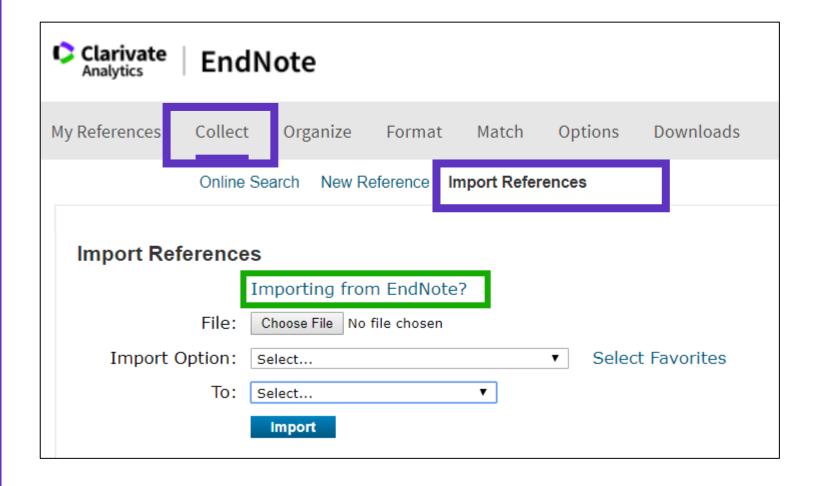
Edit a reference





Import files

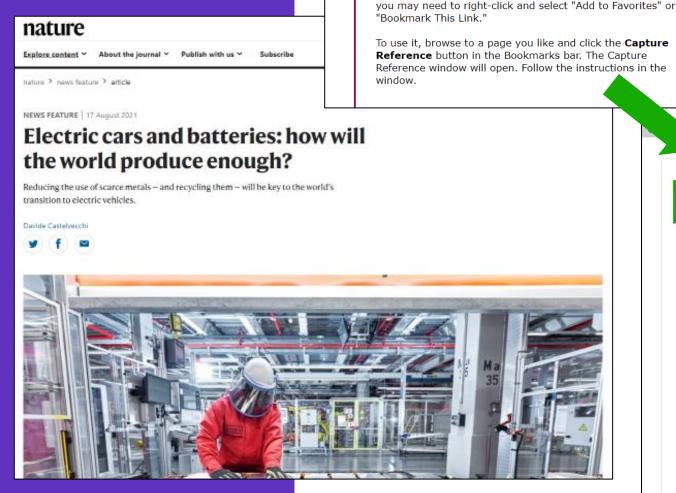
To import references into your library it's important to use a file in the proper format



Need help about compatible import formats to EndNote Online?



Capture a reference from a webpage



Downloads

Capture:

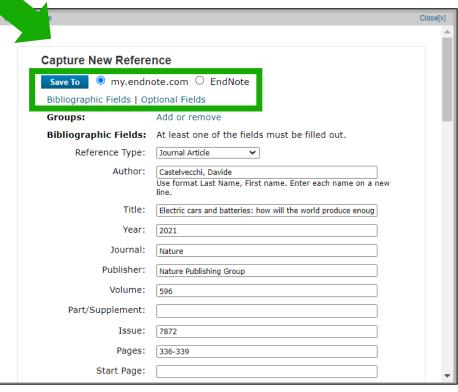
Capture Reference

To install the Capture tool, just drag the Capture

Reference button to your Bookmarks bar (also known as "Favorites Bar" or "Bookmarks Toolbar"). In some browsers,

The Capture tool scans the bibliographic information presented on a web page and creates a reference that you can save to a new or existing group.

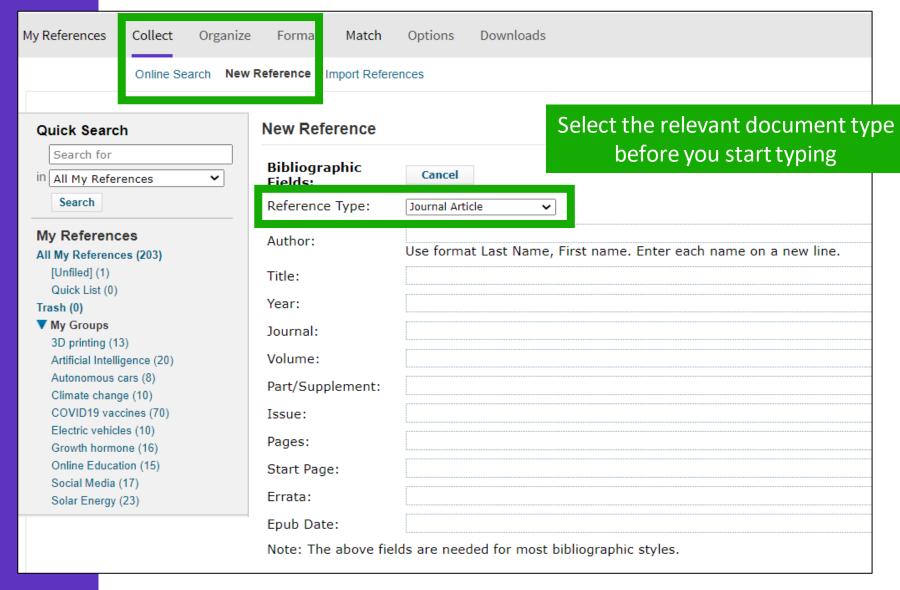
Capture Compatible Sources list available here: https://www.myendnoteweb.com/help/en_us/E NW/he_capture.htm.





Create a new reference

manually

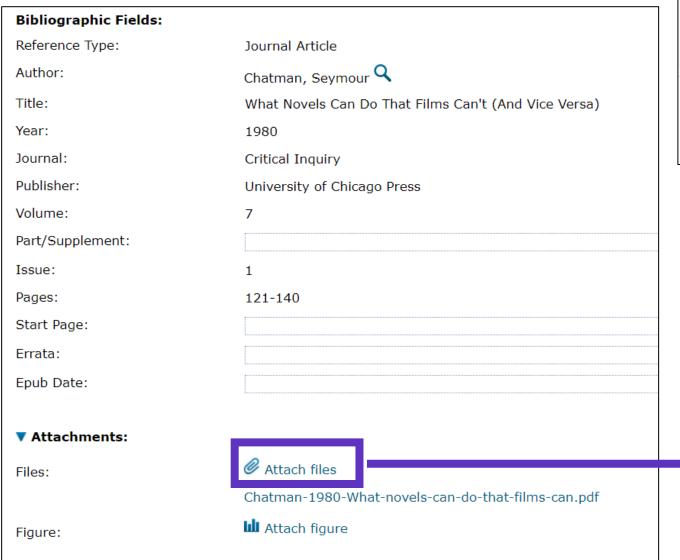


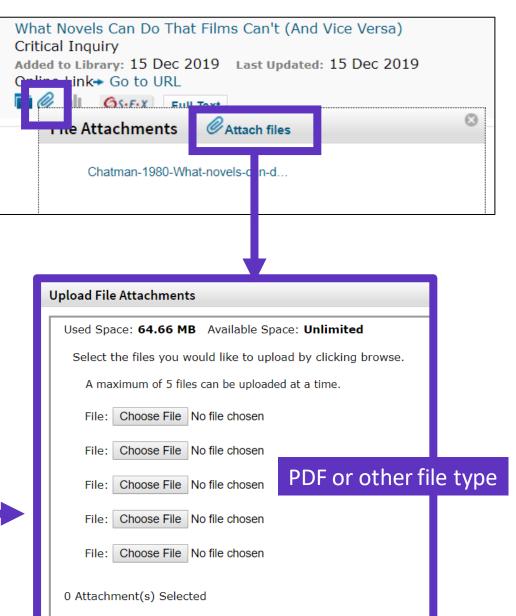


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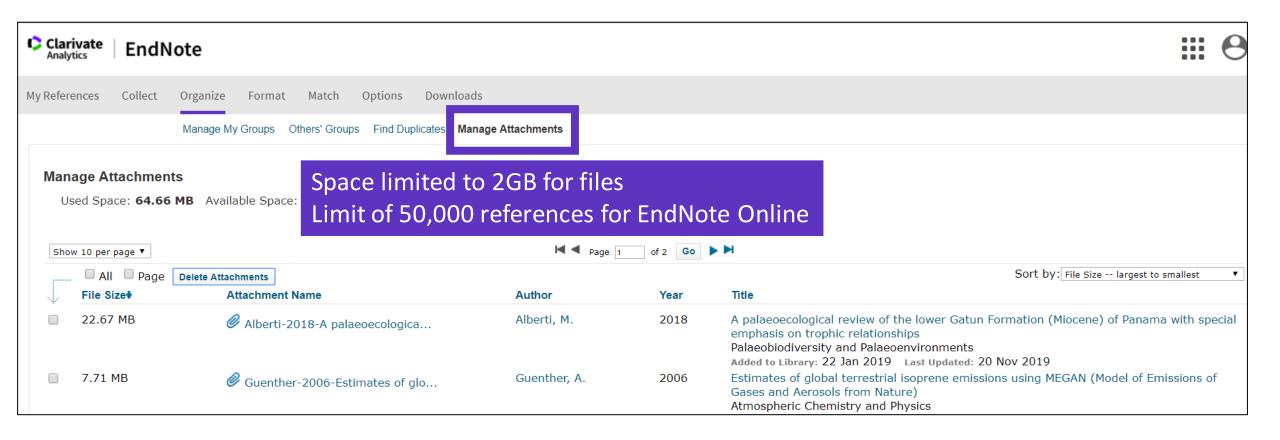
Attach PDFs to my references





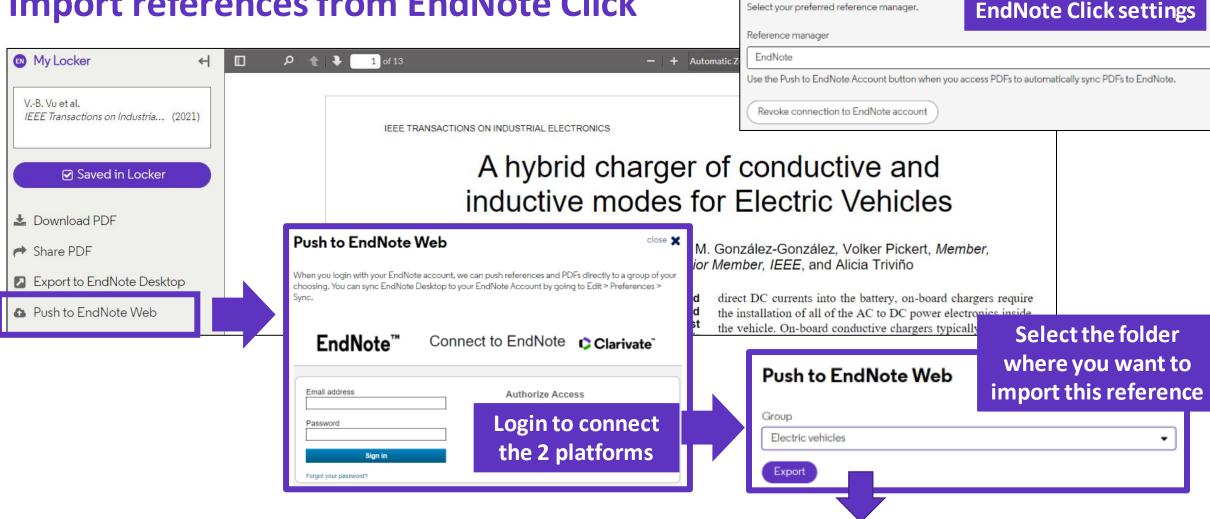


Manage my files and available space





Import references from EndNote Click



The reference and the PDF are imported into EndNote Online

A Hybrid Charger of Conductive and Inductive Modes for Electric Vehicles Vu, Van-Binh 2021 IEEE Transactions on Industrial Electronics ibrary: 19 Sep 2021 Last Updated: 19 Sep 2021 SFX Demo OpenURL Link

Reference manager integration

Configure your

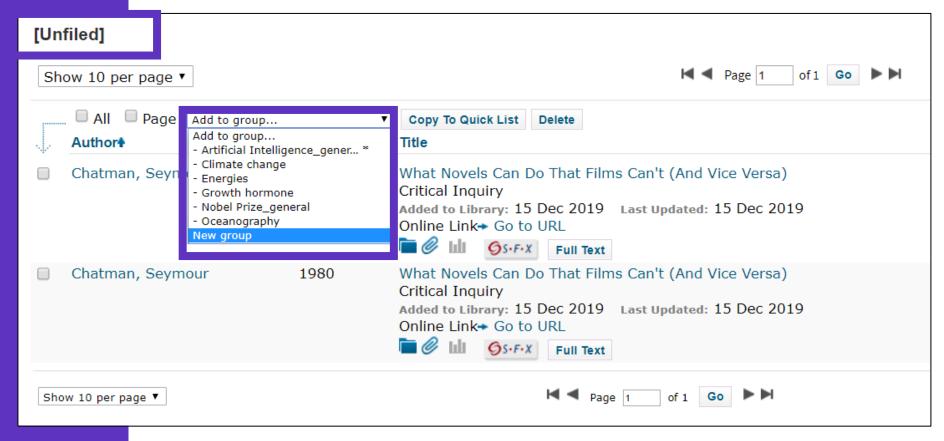


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Organize references

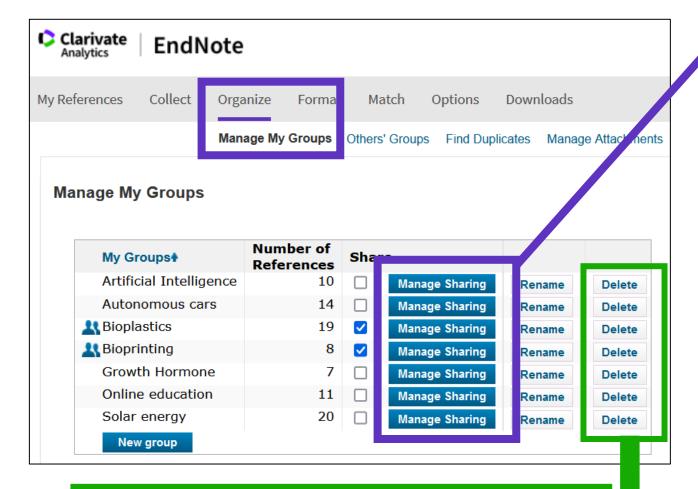
in groups



We recommend adding new references to a group (new or existing) just after importing them in the [Unfiled] folder, so you leave the [Unfiled] folder empty before the next import

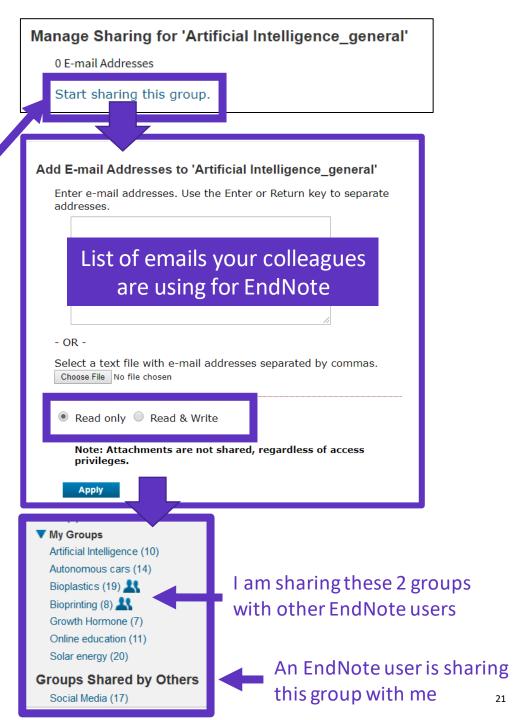


Share groups of references



Note that when you delete a group, its content (the publications) are moved to the [Unfiled] folder

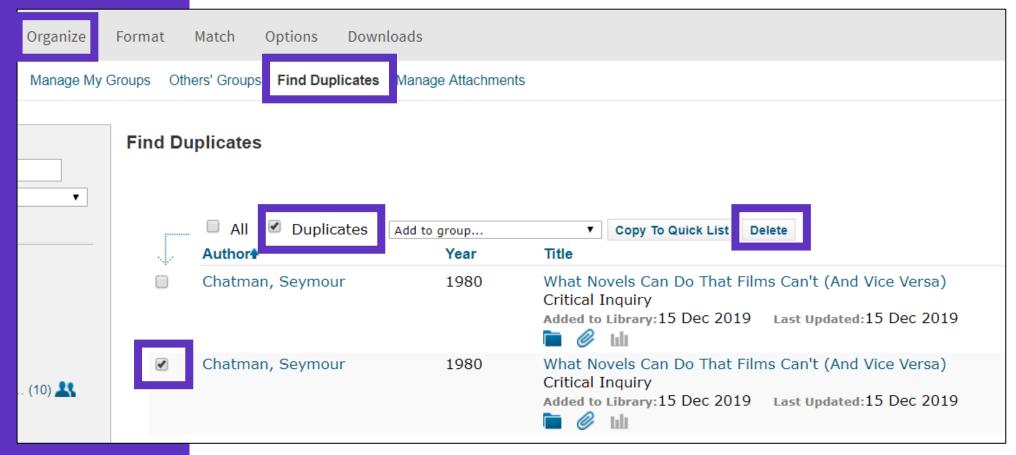




Find and delete duplicates ____

When using Find Duplicates, EndNote online compares references based on the following fields:

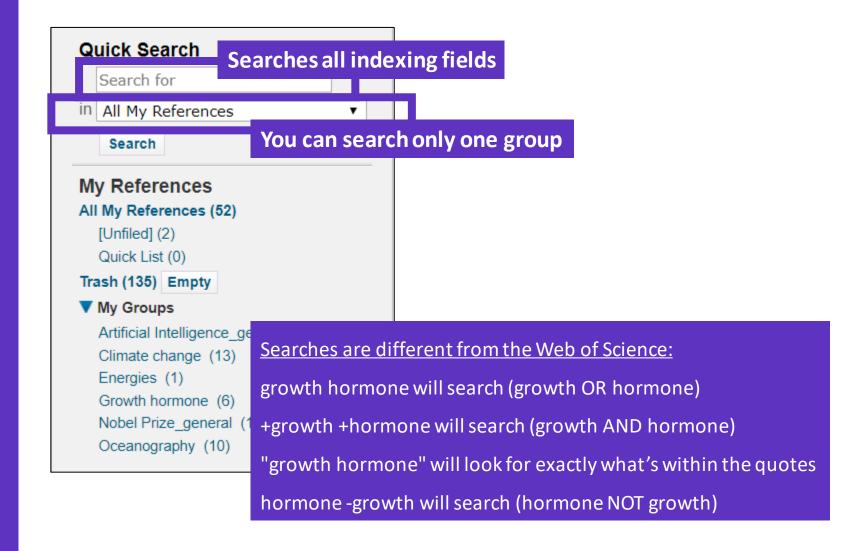
- Author
- Year
- Title
- Reference Type



Duplicates (the most recently imported files) are already marked and can be deleted



Search references in my online library

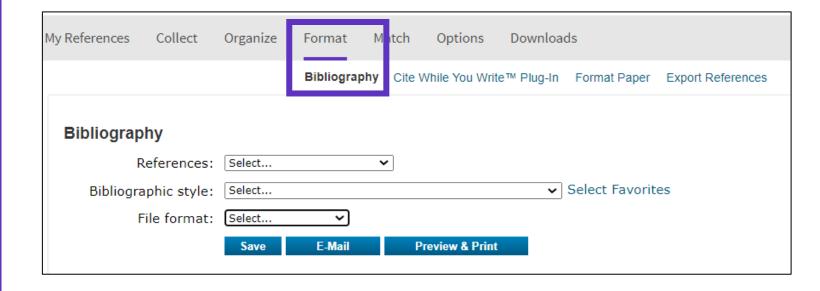




Export references

EndNote allows you to output your references in a specified bibliography output style and in a specified file format to e-mail, save or print.







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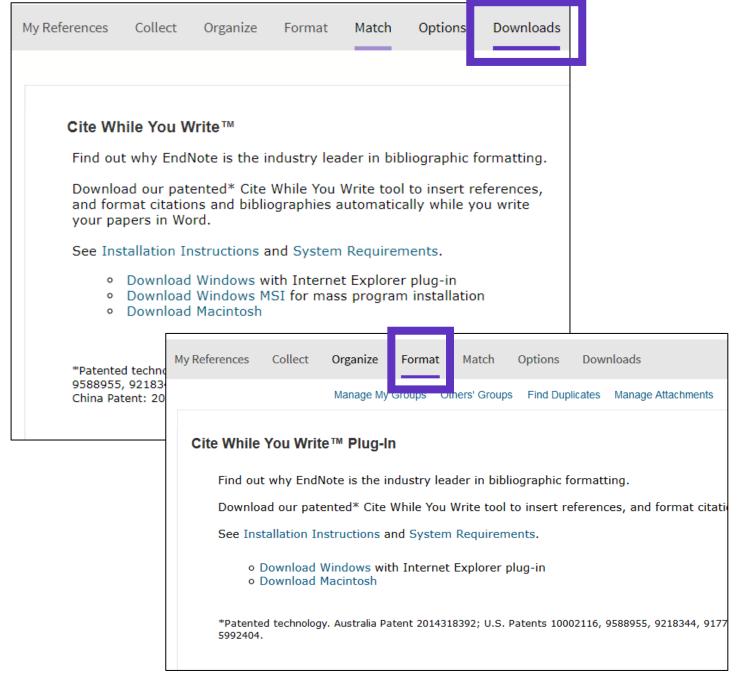
Install the application "Cite While You Write"

The Cite While You Write plug-in allow you to instantly insert references and format citations and bibliographies while you write your manuscript in Word. The plug-in is available for download in your EndNote basic account.

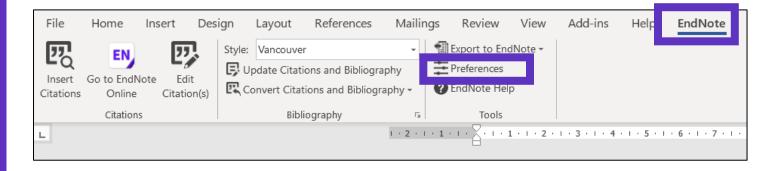
The Cite While You Write plug-in is compatible with:

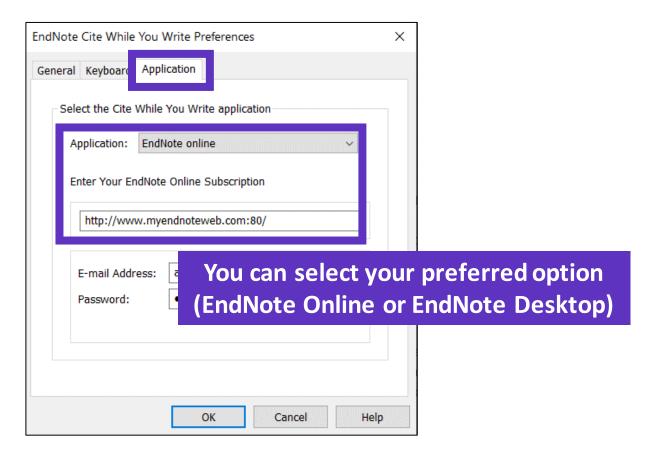
- Microsoft Word
- Windows OpenOffice Writer
- Windows LibreOffice
- Apple Pages

More details about compatibility: https://endnote.com/product-details/compatibility/



Configure mypreferences in Word





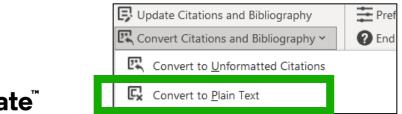


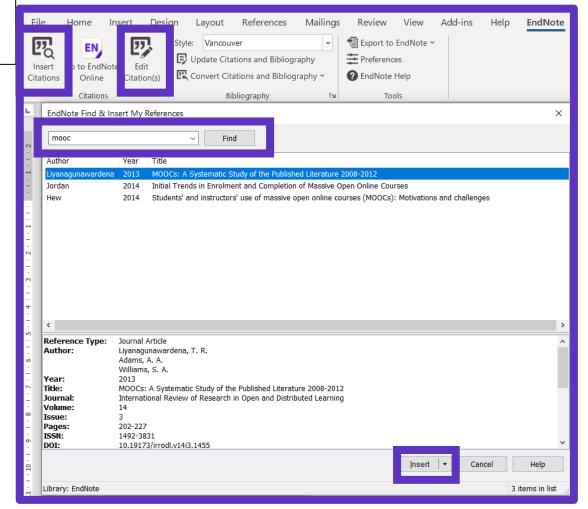
Insert references in my document

Early MOOCs (cMOOCs) often emphasized open-access features, such as open licensing of content, structure and learning goals, to promote the reuse and remixing of resources. Some later MOOCs (xMOOCs) use closed licenses for their course materials while maintaining free access for students (1, 2).

- Place the cursor where you want to insert the references and click [Insert Citations]
- Search the references using keywords, author names, publication year, etc. The [Find] operation searches all fields in all references in your library.
- Select the references that you want to insert and click [Insert] at the bottom
- When inserting new references in my document, the list of references in automatically renumbered ©
- Go to "Edit Citations" to edit or remove any citation

TIP - Save a "Plain Text" copy of your document before sharing your manuscript for review

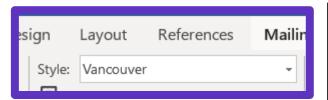




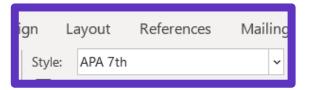


Choose among the +4600 styles

Change the style of the reference in the text

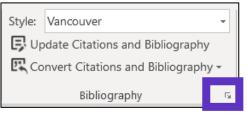


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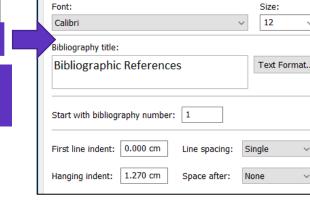


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Change the style of the reference list



Click on the small arrow down to the right



Format Bibliography Layout Instant Formatting

EndNote Configure Bibliography

Bibliographic References

- 1. Liyanagunawardena TR, Adams AA, Williams SA. MOOCs: A Systematic Study of the Published Literature 2008-2012. International Review of Research in Open and Distributed Learning. 2013;14(3):202-27.
- 2. Margaryan A, Bianco M, Littlejohn A. Instructional quality of Massive Open Online Courses (MOOCs). Computers & Education. 2015;80:77-83.
- 3. Hew KF, Cheung WS. Students' and instructors' use of massive open online courses (MOOCs): Motivations and challenges. Educational Research Review. 2014;12:45-58.



What are you missing by using only EndNote Online?



UNLIMITED STORAGE

EndNote web is limited to only 2GB of attachment space and 50,000 references.



7,000+ PREDEFINED BIBLIOGRAPHIC FORMATTING STYLES

Or create your own custom styles.

21 predefined bibliographic formatting styles in EndNote web.



FULL LIBRARY SHARING WITH UP TO 100 ENDNOTE USERS

Activity feed to check who has been making changes to the shared library and what sort of changes were made. With EndNote web only private group sharing.



CREATE CUSTOM DATABASES

- Create connection files or filters for custom databases
- Select a custom sort order
- Create backups easily with the Compressed Library feature. In EndNote web you can sort your library according to a limited set of options.



IMPORT PDFS

- Find Full Text, download PDFs and attach them to your existing records.
- Read and annotate PDFs attached to records. Find Reference Updates to find missing information for references you already have.

In EndNote web you can't annotate attachments.



CREATE CUSTOM GROUPS

- 1) group sets to organize groups under project or topic headings
- 2) smart groups, based on a search of the library as a whole
- 3) combined groups, showing references drawn from a combination of other groups.

EndNote web only has one group set, My Groups, and can only show custom groups that require you to add the reference to each group manually.



EndNote Resources

- EndNote Online Resources
- Search the Knowledgebase: http://endnote.com/support
- Submit a ticket: EndNote.support@clarivate.com
- A class recording: what are you missing by using only EndNote basic?
- EndNote Desktop Resources
- Live training for EndNote desktop



