

ENDNOTE REFERENCE MANAGER

By,
Association of Science, Technology and
Innovation

Endnote Reference Manager

This document assists you on how to use Endnote, a software to manage your references in your paper.

1 Getting install

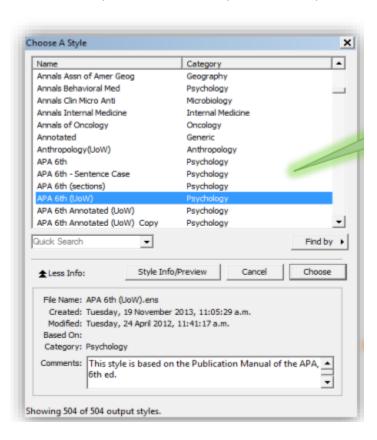
Step 1: Create a free account @ https://endnote.com/product-details/basic/

Step 2: Create a New Library

- Go to Start → Programs → EndNote
- Click on Create a New Library.
- The first time you start EndNote after installation a screen appears showing the features of Endnote, close it.
- Go to File → New

Step 3: Set the Reference Style

- Click on the referencing style.
- From the drop down menu select your desired style.



2 Citations & Step 1: Insert Citation bibliography Once you have installed Endnote, there will be a new Endnote tab in Word. Ensure that you select the correct style. If you cannot see the style you need click Select Another Style. REFERENCES MAILINGS REVIEW VIEW ADD-INS EndNote X7 Go to EndNote Categorize References * Export to End Instant Formatting is Off - Preferences Edit Library Reference(s) ? Help ■ Insert Selected Citati nsert Figure. Click the magnifying glass icon. Search for the citation that you need, either by title or author. Click the citation that you want and click Insert ■ 日 5 · 0 A · = Flow Jessica H... -FILE HOME INSERT DESIGN PAGE LAYOUT REFERENCES MAILINGS REVIEW VIEW ADD-INS EndNote X7 Go to EndNote Style: APA 6th (UoW) Instant Formatting is Off ▼ Preferences Insert Citation - Let Library Reference EndNote X7 Find & Insert My References Citations Author Title Year 2005 A new visual communication concern for librarianship: Messages articulated through reference web photogr 2011 A use of space: The unintended messages of academic library web sites Journal Article 53 Newell, Terrance S. 2005 2005 A new visual communication concern for librarianship: Messages articulated through reference web photographs Reference & User Services Quarterly 54-64 10949054 217877353 Web sites Image retrieval Insert 🔻 Cancel Help Library: My EndNote Library (Jess).enl Insert & Display as: Author (Year) Insert & Exclude Author Insert & Exclude Year Insert in Bibliography Only 3 Insert First select the citation/s from your EndNote Library. Selected In word click Insert Citation on the EndNote toolbar and from the drop down menu select Insert Selected Citation(s).

4 Edit **Format Bibliography** On the Endnote toolbar, in the Bibliography group, click the small arrow in the bottom right hand corner (pictured below). Select Layout. This is where you can customise your bibliography Document2 - Word

TILE

HOME INSERT DESIGN PAGE LAYOUT REFERENCES MAILINGS REVIEW VIEW ADD-INS EndNote X7 Flow Jessica H... -▼ ☐ Categorize References ▼ € Export to EndNote ▼ Insert
Citation +
Edit Library Reference(s) EndNote X7 Configure Bibliography Format Bibliography Layout Text Format... Reference List Newell, T. S. (2005 through ref articulated (1), 54-64. Start with bibliography number: 1 First line indent: 0.000 cm Line spacing: Single

References

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