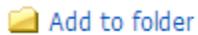
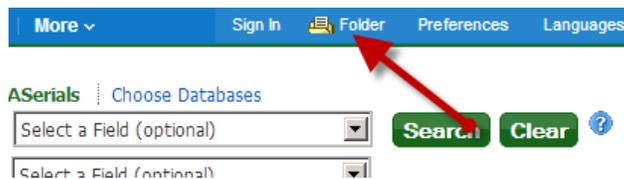


This manual demonstrates how to send References to EndNote Web in 7 Easy Steps – ATLA and save manage your citations before graduation from Duke when your license to use the program ends. EndNote is a web-based program that allows you to store, edit, and manage citations. Citations from many databases may be imported into your online account directly or from saved files of citations. It also works with Microsoft Word (requires free Cite While You Write plug-in) to allow you to automatically create in-text citations and bibliographies in a choice of publishing styles. EndNote also allows online sharing of folders of citations for collaborative projects.

1). Add references from your ATLA search to folder



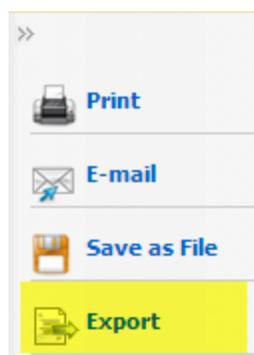
2). When you're finished searching, go to folder at the top of the screen



3). On the next page, check the "Select all" box (or choose the individual items you want to export)



4). Select, "Export," on the right-hand side.



5). On the next screen, choose, "Direct Export to EndNote Web." Then hit, "Save."

Remove these items from folder after saving

Save



Save citations to a file formatted for:

- Direct Export in RIS Format (e.g. CITAVI, EasyBib, EndNote, ProCite, Reference Manager, Zotero)
- Direct Export to EndNote Web
- Generic bibliographic management software
- Citations in XML format
- Citations in BibTeX format
- Citations in MARC21 format
- Direct Export to RefWorks



6). You should then be taken to the EndNote Web login page. If you've created your account, enter you email and password.

New to EndNote Web? [Sign Up](#) for an account

Enter your e-mail address and password here:

E-mail Address:

Password:

Log-In

Keep me logged in on this computer unless I log out.

[Forgot Your Password?](#) [Problems Logging-In?](#)

Institutional users - Log in via your [institutional login](#) (Shibboleth)

7). You should see the references you selected in ATLA as new imported references in your EndNote Web account. At this point, you can organize them (put them into folders, etc.).

Show Getting Started Guid

Quick Search

Search for

in All My References

Search

My References

All My References (3)

[Unfiled] (2)

Quick List (0)

Trash (691) Empty

My Groups

Acts of Andrew (1)

Create accurate author lists and showcase your work

LEARN MORE ABOUT ResearcherID

All My References

Show 50 per page Page 1 of 1 Go

MORE POWERFUL. MORE FLEXIBLE. Get online file storage and sync functionality ENDNOTE 6 Close

All Page Add to group... Sort by: First Author -- A to Z

Copy to Quick List Delete

Author	Year	Title
<input type="checkbox"/> Bovon, Francois	2009	Die kanonische Apostelgeschichte und die apolyphen Apostelakten Apostelgeschichte im Kontext antiker und frühchristlicher Historiographie Added to Library: 06 Nov 2012 Last Updated: 06 Nov 2012 EBSCO eBooks Go to Record get it@Duke
<input type="checkbox"/> Desreumaux, Alain	2009	Deux anciens manuscrits syriaques d'œuvres apocryphes dans le nouveau fonds de Sainte-Catherine du Sinai: la Vie de la Vierge et Les actes d'André et Mathias Apocrypha (Turnhout, Belgium) Added to Library: 07 Nov 2012 Last Updated: 07 Nov 2012 EBSCO eBooks Go to Record get it@Duke

Sending References to EndNote Web in 8 Easy Steps – Worldcat

1). Add items from the catalog by checking the boxes next to the items you want

Home Databases Searching Results Staff View My Account Options

List of Records Detailed Record Marked Records Saved Records Go to page

WorldCat results for: (su= "Acts of Andrew") and (su= "Criticism, interpret")
Records found: 23 (English: 14) Rank by: Number of Libraries

Sort Related Related Limit E-mail Print Export Help
Subjects Authors Bb

Prev 1 Next

All 23 Books 17 Internet 4 Sound 2

Limit results: Any Audience Any Content Any Format Search

- Christianizing Homer : the Odyssey, Plato, and the Acts of Andrew /**
Author: MacDonald, Dennis Ronald, 1946-
Publication: New York : Oxford University Press, 1994
Document: English : Book
Libraries Worldwide: 417 DUKE UNIV LIBR
More Like This: Search for versions with same title and author | Advanced options ...
See more details for locating this item
- The Acts of Andrew and the Acts of Andrew and Matthias in the city of the cannibals /**
Author: MacDonald, Dennis Ronald, 1946-
Publication: Atlanta, Ga. : Scholars Press, 1990
Document: English : Book
Libraries Worldwide: 197 DUKE UNIV LIBR
More Like This: Search for versions with same title and author | Advanced options ...
See more details for locating this item

2). When you're finished searching, click on the "Export" button.

3). On the next screen choose "Marked Records from this search."

4). To use EndNote Web, you'll need to export the records as a text file – so choose Export To: Text File, and select, "Export."

Direct Export Records

- Users can export records directly to an [EndNote](#) or [RefWorks](#) library. 
- Export records as a text file for use in other bibliographic management programs such as [ProCite](#) and [Reference Manager](#). 



Home Databases Searching Results Staff View | My Acco

List of Records Detailed Record Marked Records Saved Records Go to page

Return Help

Export: Records 1 - 10 Marked records from this search: 2

Export To: EndNote (get [latest filters](#)) RefWorks Text file

Note: OCLC does not distribute or provide support for the [EndNote](#) software or the [RefWorks](#) application.

Export

English Español Français عربي 日本語 한국어 中文(繁體) 中文(简体) Optio

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[Terms & Conditions](#)

5). The next step will be to import the Text File through the EndNote Web interface. Go to the "Collect" tab and select the link to "Import References"



ENDNOTE® WEB powered by ENDNOTE® X6

Hide message NOTICE: Get EndNote X6 Now! Store your references and PDFs and find full text in records with EndNote X6 and EndNote Sync

My References Collect Organize Format Options

Online Search New Reference Import References

Quick Search Search for in All My References Search

My References All My References (3) [Unfiled] (2) Quick List (0) Trash (701) Empty My Groups Acts of Andrew (1)

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Acts of Andrew

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All Page Add to group... Sort by: First Author -- A to Z

Copy to Quick List Delete Remove from Group

Author Year Title

Bovon, François 2009 Die kanonische Apostelgeschichte und die apolyphen Apostelakten Apostelgeschichte im Kontext antiker und frühchristlicher Historiographie

Added to Library: 06 Nov 2012 Last Updated: 06 Nov 2012

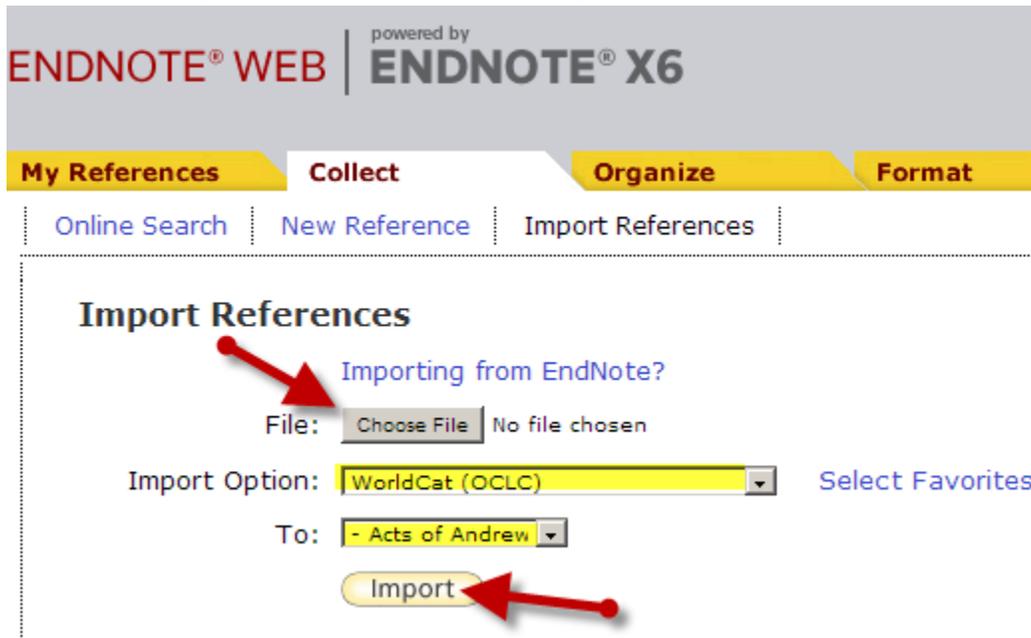
EBSCO eBooks Go to Record get it @Duke

Show 50 per page Page 1 of 1 Go

6). On the next screen you will need to navigate to the text file that you downloaded from Worldcat (this could be in your recent downloads folder or wherever you saved the text file.

7). Choose Worldcat (OCLC) as the Import Option and select a destination (folder name, etc.) where you want the references to go.

8). Then hit, "Import". The records should be imported to whatever folder or location you selected!



Additional Important Information: EndNote lets you get citations into a document in a couple different ways. You can just select a copy a bunch of references (a whole folder, or individual citations) and right-click and choose "copy formatted". Then paste straight into Word. It'll paste it in whatever your default citation style is in EndNote (which can be changed).

The second option is to use the "Cite While You Write (CWYW)" plugin. This gets downloaded in your initial download of EndNote. You then insert citations using the EndNote plugin that appears in MS Word (once correctly downloaded). This inserts a placeholder "macro" of whatever citation you choose to insert. It's a really weird thing, but it's difficult to edit citations if you use CWYW because it's referring to your EN database. The upside is you could have a document in one citation style and then switch it into a completely different citation style with a tiny switch. The downside is that MOST users find it confusing/frustrating to work with the CWYW.

I find that EndNote Web is a lot easier to use than the desktop program. Some tips: Chose default EndNote citation style first. Easiest way to copy references is right click, copy format, you'll still be able to edit and change format whereas using the cite while you write macro in word is a little inflexible. You can do this in the web and desktop versions.

You should treat EndNote as you would any other internet resource. Evaluate the information it gives you. If garbage goes in, garbage comes out. Look over citations to make sure there aren't any weird symbols, html web links or junk that needs to be edited. Don't rely completely on the tool, you should still edit for capitalization, spacing, and punctuation. The program is most helpful for organizing your research, writing notes, and having all of your "stuff" in one place. ***Your EndNote license will end after graduation from Duke so be sure to export all of your "groups" into a text file.***