



EndNote: How to download references from Library databases

EndNote® www.endnote.com

X1

AUT User
5091110278
EndNote X1.0.1 (Bid 2682)

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1. GENERAL PRINCIPLES OF DOWNLOADING REFERENCES

Many of the databases to which the AUT Library subscribes enable you to transfer references from a search result into your EndNote library without re-typing the information. This downloading process is also possible from the AUT Library Catalogue and from Google Scholar.

There are two methods for downloading references from databases. The method to use depends on the database (or catalogue).

- **Direct Export**

This is the easier method and fortunately most databases now offer a direct export function. This involves selecting the relevant references from your search results and then using an *Export* or *Download* button (or similar) on the database screen to automatically transfer the selected references to the EndNote library of your choice.

- **Import Filter method**

This method involves a few more steps. First you select the relevant references from your search results and save them as a text file. You then import the text file into your open EndNote library through an appropriate filter. EndNote is supplied with a folder of numerous filters for use with specific databases. When the program is installed on your computer the filter folder is also loaded. In addition, where necessary you may download some filters from the AUT Library website: http://www.aut.ac.nz/library/information_skills/managing_information/endnote/filters.htm.

To use these methods, you first need to have created an EndNote library. When you download references by either of these methods, you will initially see in your EndNote library window just the references you have downloaded. If you already had references in your library, they are still there but are not displayed until you click **References >> Show All References** (or click the **All References** group in EndNote X1).

Important tip:

When the references are downloaded into your EndNote library, you are advised to check each one carefully for accuracy. Sometimes there will be errors or omissions in the information transferred from the database results list. It is good practice to check and, if necessary, edit your incoming references while you still have the database (or catalogue) results list on your computer.

Not all databases are compatible with EndNote although the major ones are. Full instructions for those databases from which you can download (by either method) are given in Section 2 of this guide. Instructions for each database start from the point at which you have searched the database and obtained a list of results.


2. DATABASE INSTRUCTIONS

2.1 Annual Reviews


Direct Export

Note: You can only download one reference at a time from a search across all or several reviews. However, you can download multiple references from the browse contents screen of an issue of an individual review title.

Searching all reviews


1. On the list of results, choose one reference and click the title.
2. On the page displaying the abstract, under the heading **Quick Links**, click **Download to citation manager**.
3. The *Download chapter metadata* page opens. From the box at the bottom of the page select the following:
 - Include: **Citation and Abstract for this article**
 - Citation manager or file format: **EndNote**
 - Enable quick import into citation manager: Make sure the box is checked.
4. Click the **Download chapter metadata** button:

5. On the *File Download* dialog box, click **Open**.
6. The EndNote program opens. Select the existing EndNote library into which you wish to download the reference. Double-click on it and the reference will be downloaded.
7. You need to repeat these steps for each reference you wish to download.



Browsing in an individual review

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Click on **Download to Citation Manager**: [Download to Citation Manager](#) above the results.
3. The *Download chapter metadata* page opens. From the box at the bottom of the page select the following:
 - Include: **Citation and Abstract for this article**
 - Citation manager or file format: **EndNote**
 - Enable quick import into citation manager: Make sure the box is checked.
4. Click the **Download chapter metadata** button:

5. On the *File Download* dialog box, click **Open**.
6. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.2 Art Full Text and Art Index Retrospective

Direct Export

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Click on the **Print Email Save** button. 

3. Click on the plus box next to Export to bibliographic software: EndNote, RefWorks: .
4. Under **Download Record(s) into:** select **The EndNote Filter**.
5. Click the **Export** button .
6. A new window opens and the file download begins.
7. On the *File Download* dialog box, click **Open**.
8. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double click on it.
9. You may be asked to select the filter you want to use. From the list which opens, select **WilsonWeb** and double-click on it.
10. The references will be downloaded.

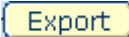


2.3 ARTstor

Direct Export

1. Select individual images with a single click. In the ARTstor navigation bar
2. Click **Tools > Save citations for selected images**.
3. A confirmation message appears confirming the citations were saved.
4. To review what you've selected, click **Tools > View and export citations**. A new browser window will open displaying your saved citations as well as image thumbnails. Select the images you would like to export as bibliographic citations by checking the box above each image.
5. At the top of the Saved citations page select:
 - [Export to EndNote, ProCite, or Reference Manager](#)
6. Dialog box opens.
7. From the dropdown many chose: **Open with EndNote EXE** and click **OK**
8. Select EndNote Library in to which you wish to download the references
9. Dialog box open: Chose an import filter; click on ARTstor and then click on **Choose** button
10. The references will be downloaded.

2.4 AUT Library catalogue

Import Filter: AUTvoyager

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result. You can choose references from more than one page of results.
2. Click the  button.
3. From the drop down box choose **EndNote Citation**.

4. Click the  button.
5. On the next screen click on **File – Save As...**
6. The *Save Webpage* dialog opens. Make the following selections:
 - Change the location in the **Save in:** box to show the location in which to save your file. Desktop is a good choice as this file is only needed temporarily.
 - If you wish, rename your file. The default filename is exportRecord_do.
 - From the drop-down box next to **Save as type:** select **Text Document (*.txt)**.
 - Click the **Save** button.
7. Now open or switch to your existing EndNote library.
8. Click **File** then **Import**.
9. The *Import* dialog box opens. Make the following selections:

- Click the **Choose File** button and navigate to the Desktop (or another location in which you saved the text file).
- Select the text file that you saved from the catalogue and double-click it.
- Click the **Import Option** drop-down box and click **Other Filters**.
- The **Choose An Import Filter** dialog box opens. Scroll down and select the *AUTvoyager* filter. Highlight it and click the **Choose** button.
Note: If you cannot find the *AUTvoyager* filter you will have to download it from the Library web site. See Appendix A for instructions on downloading filters.
- Select an option from the *Duplicates* list. (A record is considered a duplicate if the author, year, title and reference type match a reference already in the EndNote library.)
- The *Text Translation* box should say **No Translation**.

10. Click the **Import** button to download the references to the EndNote Library.

Note: Some fields may not be downloaded correctly so check these carefully and edit as necessary. Fields that are likely to need attention include: Author, Editor, Year, Publisher and City (publisher location).

2.5 BMJ Publishing Group Journals

Direct Export

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Above the search results, click the radio button next to **download to citation manager** and click the **Go** button: .
3. A new page opens. Click **Download ALL Selected Citations to Citation Manager**




4. On the next window, click **EndNote**: • [EndNote](#) .
5. On the *File Download* dialog box, click **Open**.
6. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.6 CSA databases

Import Filter: various

Note: CSA databases which work with EndNote include Abstracts in New Technology and Engineering (ANTE), Aquatic Sciences and Fisheries Abstracts (ASFA), Art Bibliographies Modern, Avery Index to Architectural Periodicals, Communication Abstracts, Communication Studies, Conference Papers Index, Criminology, Design and Applied Arts Index (DAAI), Education, Environmental Science & Pollution Management, Health Studies, Management & Organization Studies, Materials Science, METADEX, MLA International Bibliography, Political Science, Psychology, Sage Full Text Collections, Social Services Abstracts, Sociological Abstracts, Sociology, Toxline. Because of the variable nature of CSA indexing, downloaded citations should be checked for accuracy and completeness.

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.

2. Click on the **Save/Print/Email Records** button [Save, Print, Email](#) above the results list.
3. Select **Full Format** from the drop down box.
4. Click on the **Save** button: .
5. On the *File Download* dialog box, click **Save**.
6. On the next screen click on **File – Save As...**
7. The *Save Web* dialog box opens. Make the following selections:
 - Change the location in the **Save in:** box to show the location in which to save your file. Desktop is a good choice as this file is only needed temporarily.
 - If you wish, rename your file. The default filename is csareults.
 - From the drop-down box next to **Save as type:** select **Text Document (*.txt)**.
 - Click the **Save** button.
8. Now open or switch to your existing EndNote library.
9. Click **File** then **Import**.
10. The *Import* dialog box opens. Make the following selections:
 - Click the **Choose File** button and navigate to the Desktop (or another location in which you saved the text file).
 - Select the text file that you saved from the database and double-click it.
 - Click the **Import Option** drop-down box and click **Other Filters**.
 - The **Choose An Import Filter** dialog box opens. Select the appropriate filter as follows:

<i>Database</i>	<i>Filter</i>
ANTE	ASFA (CSA)
Art Bibliographies Modern	ARTbiblio Modern (CSA)
ASFA	ASFA (CSA)
Avery Index to Architectural Per.	Avery Index (CSA)
Communication Abstracts	Comm Abs (CSA)
Communication Studies	Comm Studies (CSA)
Conference Papers Index	Conf Papers Index (CSA)
Criminology	Criminology (CSA)
DAAI	Design App Arts Index (CSA)
Education	Education (CSA)
Environmental Science & Pollution Management	Environmental Sci (CSA)
Health Studies	Comm Studies (CSA)
Management & Organization Studies	Mgt and Org Studies (CSA)
Materials Science	Materials Science (CSA)
METADEX	METADEX (CSA)
MLA International Bibliography	MLA Intl Bib (CSA)
Political Science	Comm Studies (CSA)
Psychology	Comm Studies (CSA)
Sage Full Text Collections	Mgt and Org Studies (CSA)
Social Services Abstracts	Sociological Abs (CSA)
Sociological Abstracts	Sociological Abs (CSA)
Sociology	Comm Studies (CSA)
Toxline	Toxline (CSA)





- Highlight the appropriate filter and click the **Choose** button.

- Select an option from the *Duplicates* list. (A record is considered a duplicate if the author, year, title and reference type match a reference already in the library.)
 - The *Text Translation* box should say **No Translation**.
10. Click the **Import** button to download the references to the EndNote Library.

2.7 EBSCOhost Databases

Direct Export


(eg Academic Search Premier; Business Source Premier, CINAHL, MEDLINE, SPORTDiscus)

1. On the list of results, mark relevant references by clicking the  [Add to folder](#) link at the bottom of each result
2. Click the  button on the right above the results. Folder with item(s) looks like this: .
3. On the *Folder Contents* page select item(s) for exporting by clicking in the tick box or [Select / deselect all](#).
4. Click **Export**:  above the results.
5. Make sure there is no tick in the box next to **Remove these items from folder after saving** (not an essential step, but a good safeguard).
6. Click the radio button beside **Direct Export to EndNote, Procite, or Reference Manager**.
7. Click the **Save** button.
8. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.


Note: Some EBSCO references are imported into EndNote as “Generic” reference type. You may need to go through the references and correct the reference type. Some newspaper articles do not import correctly.

2.8 Emerald Fulltext

Import filter: Emerald

1. Conduct a **search**.
2. **Select** items for the Marked List by checking the tick boxes beside the items you wish to add to your list.
3. Go to the top of the search results beside Select All and **Add to the marked list**  [Select all](#) | Add to the marked list: pressing **Go** when you've chosen your list (Session marked list).
4. Go to the left side of the page in Search and Browse and select **Marked List**.



5. Scroll down the page to the Marked List and **Select all**  [Select all](#) or those you wish to export to EndNote.


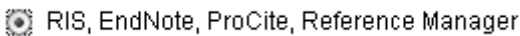

6. Go back to the top of the page and select **Download** [Download \(ASCII\)](#).
7. This page is a webpage. In the browser navigation bar go to **File>Save As**
8. Save as a **plain text (.txt)** to your Desktop (it won't work if you save it as a webpage).
9. Now open or switch to your existing EndNote library.
10. Click **File** then **Import**.
11. The *Import* dialog box opens. Make the following selections:
 - Click the **Choose File** button and navigate to the Desktop (or another location in which you saved the text file).
 - Select the text file that you saved from Emerald and double-click it.
 - Click the **Import Option** drop-down box and click **Other Filters**.
 - The **Choose An Import Filter** dialog box opens. Scroll down and select the *Emerald* filter. Highlight it and click the **Choose** button.
 - Select an option from the *Duplicates* list. (A record is considered a duplicate if the author, year, title and reference type match a reference already in the library.)
 - The *Text Translation* box should say **No Translation**.
12. Click the **Import** button to download the references to the EndNote Library.

Note: Author names may not be downloaded correctly so check these carefully and edit as necessary.

2.9 Engineering Village 2

Direct Export


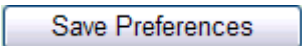
Note: Instructions apply to Compendex and Inspec databases only.

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Click the **Download** button  above the results list.
3. In the *Download Selected Records* box:
 - Select **RIS, EndNote, ProCite, Reference Manager**

 - Click the **Download** button .
4. On the *File Download* dialog box, click **Open**.
5. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.10 Google Scholar

Direct Export



Note: You may only download one reference at a time from Google Scholar and you must set the correct preferences first.

1. From the Google Scholar homepage, click Scholar Preferences.  [Scholar Preferences](#)
2. In the **Bibliography Manager** section, make selections as follows:
 - Click the radio button next to **Show links to import citations into**.
 - Change the drop-down box to **EndNote**.
 - Click the **Save Preferences** button: .
3. Carry out your search.

4. On the results list, choose a relevant reference and click the link **Import into EndNote** link.
5. On the *File Download* dialog box, click **Open**.
6. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the reference will be downloaded.
7. You need to repeat these steps for each reference you wish to download.

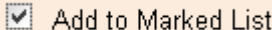


2.11 IEEE Xplore

Direct Export

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Click the **View Selected Items** button 
3. In the **Download Citations** box (on the left of the page), make sure that the first drop-down box says **Citation & Abstract** and the second drop-down box says **EndNote, ProCite, RefMan**.
4. Click the Download button .
5. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.12 IIPA Full Text

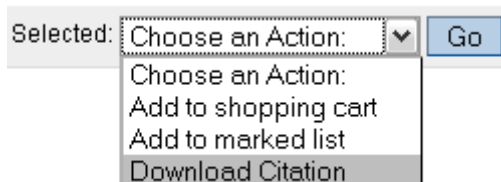
Direct Export

1. On the list of results, mark relevant references by clicking in the tick box at the bottom of each result. 
2. On the top left of the page, click **Market list** link .
3. Click on Download  link
4. Click on **Export directly to ProCite, EndNote or Reference Manager**.
 - [Export directly to ProCite, EndNote or Reference Manager](#)
5. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.13 Informit databases (A+ Education; APAFT)

Direct Export

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Click on **Choose an action**, choose **Download Citation** and then click on **Go**.



3. Under Choose a Format, select **EndNote Direct Export**
Choose a format:
4. Under Choose detail required, select **Citation and Abstract**.
Choose detail required:
 - Citation only
 - Citation and Abstract

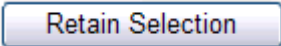
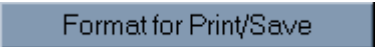
5. Under Choose delivery method, select **Download file**.

Choose delivery method: View on screen
 Download file
 Email

6. Click **Go**.
7. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.14 INNZ (Index New Zealand)

Import Filter: AUTINNZ

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. To choose references from more than one page of results, click  before moving to the next page.
3. Scroll to the **Record Options** section at the bottom of the page and choose the setting as follows:
 - In the **Records** section choose **Selected All Pages**.
 - In the **Select Download Format:** drop down box choose **Citation Download**.
4. Click the **Format for Print/Save** button .
5. On the next screen click on **File – Save As...**
6. The *Save Webpage* dialog opens. Make the following selections:
 - Change the location in the **Save in:** box to show the location in which to save your file. Desktop is a good choice as this file is only needed temporarily.
 - If you wish, rename your file. The default filename is Pwebrecon.
 - From the drop-down box next to **Save as type:** select **Text File (*.txt)**.
 - Click the **Save** button.
7. Now open or switch to your existing EndNote library.
8. Click **File** then **Import**.
9. The *Import* dialog box opens. Make the following selections:
 - Click the **Choose File** button and navigate to the Desktop (or another location in which you saved the text file).
 - Select the text file that you saved from the database and double-click it.
 - Click the **Import Option** drop-down box and click **Other Filters**.
 - The **Choose An Import Filter** dialog box opens. Scroll down and select the *AUTINNZ* filter. Highlight it and click the **Choose** button.
Note: If you cannot find the *AUTINNZ* filter you will have to download it from the Library web site. See Appendix A for instructions on downloading filters.
 - Select an option from the *Duplicates* list. (A record is considered a duplicate if the author, year, title and reference type match a reference already in the library.)
 - The *Text Translation* box should say **No Translation**.
10. Click the **Import** button to download the references to the EndNote Library.

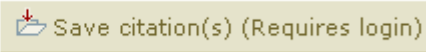
Note: Some fields may not be downloaded correctly so check these carefully and edit as necessary. All downloaded references will have the reference type *Journal Article*

so you will need to change this to *Newspaper Article* or *Magazine Article* if appropriate.

2.15 JSTOR

Direct Export

Note: Create a JSTOR account if you do not already have one.



1. Conduct your search.
2. **Mark citations** of interest by clicking in the tick box at the left of each result.
3. Then click on save citation link
 Select/unselect all 
4. Login to your JSTOR account.
5. Click on **MyJSTOR** and then on **Saved Citations**.
6. Click on **Export this citations**. [Export this Citation](#)
7. Click on • [EndNote, ProCite, Reference Manager \(download RIS file\)](#)
8. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.16 Leisure Tourism Database

Direct Export

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.


Marked List:

2. At the bottom of the page, click the **Marked List: add** button: 
3. Click on the **Marked List: view** button.
4. At the bottom of the page, use the drop-down boxes to modify the settings as follows:
 - Select **Full Record**
 - Select **Tagged Text**
 - Select **EndNote**
 - Click the **Export** button 
5. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.17 MEDLINE via PubMed

Import Filter: PubMed

Note: PubMed references contain abbreviated journal titles. You should import the Medical Journal Titles term list into your EndNote library before exporting references from PubMed. Instructions for this are in **Appendix C** of the AUT University Library guide: **Using EndNote X1 with Word 2007**.

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Change the drop-down menu after **Display** to **MEDLINE**, and change the **Send to** drop-down menu to **Text**:

3. Once you select **Text** a new page opens.
4. Click on **File – Save As...**
5. The *Save Webpage* dialog box opens. Make the following selections:

- Change the location in the **Save in:** box to show the location in which to save your file. Desktop is a good choice as this file is only needed temporarily.
- If you wish, rename your file. The default filename is `entrez_hm`.
- From the drop-down box next to **Save as type:** select **Text File (*.txt)**.
- Click the **Save** button.

Note: The save process will be different depending on your Internet browser and version.


6. Now open or switch to your existing EndNote library.
7. Click **File** then **Import**.
8. The *Import* dialog box opens. Make the following selections:
 - Click the **Choose File** button and navigate to the Desktop (or another location in which you saved the text file).
 - Select the text file that you saved from the database and double-click it.
 - Click the **Import Option** drop-down box and click **Other Filters**.
 - The **Choose An Import Filter** dialog box opens. Scroll down and select the *PubMed (NLM)* filter. Highlight it and click the **Choose** button.
 - Select an option from the *Duplicates* list. (A record is considered a duplicate if the author, year, title and reference type match a reference already in the library.)
 - The *Text Translation* box should say **No Translation**.
9. Click the **Import** button to download the references to the EndNote Library.

2.18 OUP Journals


Direct Export

Note: You can only download one reference at a time from an OUP Journals search result list. However, you can download multiple references from the browse contents screen of an individual journal title.

Journals search

1. On the list of results, choose one reference and click **Abstract**.
2. On the page displaying the abstract, under the heading **Services**, click **Download to citation manager**.  download to citation manager
3. On the next window, click **EndNote:** • [EndNote](#) .
4. On the *File Download* dialog box, click **Open**.
5. The EndNote program opens. Select the existing EndNote library into which you wish to download the reference. Double-click on it and the reference will be downloaded.
6. You need to repeat these steps for each reference you wish to download.

Browsing in an individual journal

1. Mark relevant references by clicking in the tick box at the left of each result.
2. Above the search results, click the radio button next to **download to citation manager** and click the **Go** button: .
3. A new page opens. Click **Download ALL Selected Citations to Citation Manager**



4. On the next window, click **EndNote:** • [EndNote](#) .

5. On the *File Download* dialog box, click **Open**.
6. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.19 OVID databases

Method depends on database

Including AMED, Cochrane Library, ERIC, Essential Nursing Collection, Index to Foreign Legal Periodicals, Lippincott 100 Nursing and Health Science Collection, MEDLINE, PsycARTICLES and PsycINFO.

Note: It is not currently possible to import references from HAPI, MMYB, Books@OVID or PsycBooks.

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Go to the **Results Manager** (above or below the results list).
3. Once you have selected the references you wish to put in your EndNote library, it is very important to make the right choices in the Results Manager, as follows:
 - **Results:** Selected Results
 - **Fields:** Complete Reference
 - **Citation Format:** Direct Export
 - Click the **Save** button

From this point there are 2 options for different databases:

Option 1 (Direct Export) for these databases:

AMED, Cochrane Library, ERIC, MEDLINE, PsycINFO

The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

Option 2 (Simplified Import Filter method) for these databases:

Essential Nursing Collection, Index to Foreign Legal Periodicals, Journals@OVID, Lippincott 100 Nursing and Health Science Collection, PsycARTICLES

The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it.

The EndNote *Choose an Import Filter* window opens. Locate the **BIOSIS Previews (OVID)** filter and click it once to select it. Click the **Choose** button.


The selected references will be downloaded in to the EndNote library.


Notes: (1) Data may be exported to the Type of Article field and should be deleted.

(2) In some OVID databases the journal article title will include a modifier such as [Article]. This should be deleted from the EndNote record.

2.20 Project MUSE

Direct Export

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Click the **Save Marked Results** button:  .

3. After the results have been saved, click **Close Window**
4. Click on **View Saved Results** link 
5. On the View Saved Results page make sure that the EndNote radio button is selected.

Export marked results to: E-mail RefWorks EndNote Printer-Friendly Format

6. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.21 ProQuest Databases (including ABI/Inform Global)


Direct Export

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Click on **Export** [Export](#) at the top of the results list.
3. Click on **Export directly to ProCite, EndNote or Reference Manager.**
 - [Export directly to ProCite, EndNote or Reference Manager.](#)
4. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.


Note: Author names may not be downloaded correctly so check these carefully and edit as necessary. In addition, only the start page number of an article will be entered. You will need to go back and check in the database record to ascertain the final page number (or wait until you have obtained the article in fulltext) and then enter this manually in the Pages field.


2.22 ScienceDirect


Direct Export

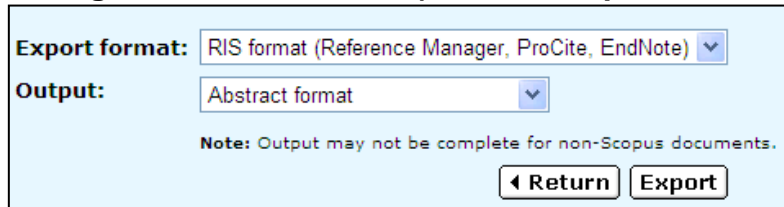
1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Click **Export Citations:**  above the results list.
3. The **Export Citations** page opens. For **Content Format:** select **Citations + Abstracts**. For **Export Format:** select **RIS format (for Reference Manager, ProCite, EndNote)**.

Content Format: Citations Only
 Citations and Abstracts

Export Format: RIS format (for Reference Manager, ProCite, EndNote)
 RefWorks Direct Export  About Refworks
 ASCII format
 BibTeX format

4. Click the **Export**  button:
5. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Click the **Output** button:  above the results list.
3. The *Output* page opens. Make the following selections:
 - In Section 1, click the radio button next to **Export**.
 - In Section 2, for **Export format** select **RIS format (for Reference Manager, ProCite, EndNote)** and for **Output:** select **Abstract format**.




Export format:

Output:

Note: Output may not be complete for non-Scopus documents.

- Click the **Export** button: .
5. On the *File Download* dialog box, click **Open**.
 4. On the *File Download* dialog box, click **Open**.
 5. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

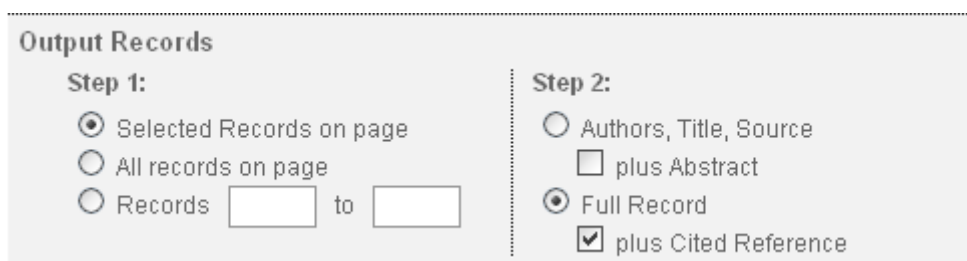
2.24 Springer Journals

1. On the list of results, mark relevant references by clicking the **Add to marked items** [Add to marked items](#) link on the right of each reference.
2. Click the **Marked items** [Marked Items](#) link on the left of the page.
3. Click the **Download** icon:  above the list of references.
4. On the next page, under the heading **Export the citations from your current list of items**, click on the **RIS** button: .
5. On the *File Download* dialog box, click **Open**.
6. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.25 Web of Knowledge Databases

(Current Contents; MEDLINE, Web of Science)

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. On the bottom of the results page, under the heading **Output Records**, use the drop-down box to select :



Output Records

Step 1:

Selected Records on page

All records on page

Records to

Step 2:

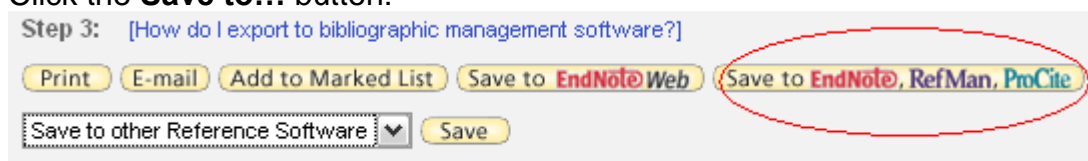
Authors, Title, Source

plus Abstract

Full Record




plus Cited Reference

3. Click the **Save to...** button:





4. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

Alternatively, if you wish to select references from more than one page of the results:

5. Mark relevant references as in Step 1 above. Click the **Add To Marked List** button: 
6. Repeat this on each page of results.
7. Click the **Marked List** button at the top of the page: 
8. On the *Marked Records* page, make selections as follows:
 - In the Step 1 box select the fields you want to be imported into EndNote. It is advisable to include the fields already ticked as well as *abstract* and *keywords*.
 - In the Step 2 box make sure both drop-down boxes say **Field Tagged**.
 - Click the  button.
9. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

2.26 Wiley InterScience Journals

Direct Export

1. On the list of results, mark relevant references by clicking in the tick box at the left of each result.
2. Click on **Download Selected Citations** at the bottom of the page:

3. The *Citation Export* page opens. In the **Format:** drop-down box select **EndNote**. In the **Export Type:** drop-down box select **Abstract and citation**.
4. Click the **Go** button .
5. On the *File Download* dialog box, click **Open**.
6. The EndNote program opens. Select the existing EndNote library into which you wish to download the references. Double-click on it and the references will be downloaded.

Note: Author names may not be downloaded correctly so check these carefully and edit as necessary.

Appendix A: Instructions for downloading filters

These instructions are for filters available on the AUT Library web site at:

http://www.aut.ac.nz/library/information_skills/managing_information/endnote/filters.htm

- Right click on the filter link.
- Choose **Save Target As...** (in Internet Explorer) or **Save Link As...** (in Firefox).
- Locate the EndNote Filters folder. Usually this is C:\Program Files\EndNote\Filters\ .
- Click the **Save** button.