EndNote: Part 1

Uploading Journal Articles from Web of Science & Creating a Bibliography

You will learn...

• What is EndNote.
• How to create a folder within EndNote.
• How to upload journal articles to your EndNote account from the Web of Science database.
• How to create a Bibliography on EndNote.
Go to EndNote.com. Click the log in to EndNote link at the top right corner.
If you have not created an account click the “create an account” link above the sign in space. Make sure to use your NIU email address. Log into EndNote.

For this tutorial we will be searching **THE WEB OF SCIENCE** database for Accident Prevention in transportation. Before we search a database, we will create a folder in EndNote. To do this click the “Organize” tab.
Then select “New Group” Type Accident Prevention, and select ok.

You have now created a folder in EndNote.

You are now going to learn how to upload journal articles into your EndNote account. Go to the NIU Libraries website. Click the “Article Databases” tab. Then click “Resources by Subject.”
For this tutorial we will click “Engineering and Technology.”

Then we will click the “Databases” tab. Scroll down and Select the Web of Science Database.

Once you are in the Web of Science database, you made to log in. You can do this by using your same user name and password as EndNote.
Type Accident Prevention in the search box, and then transportation in the field below. We will limit our search to only Journal articles within the past 20 years for this tutorial. Click Search.

Once the results are shown, you will be able to select any journal article you would like. For this tutorial select the first 5 articles.
Now click the “save to EndNote online” link.

Make sure the Record Content is “Author, Title, Source, Abstract”
Once your articles have been sent to EndNote, you should see an EN next to the articles you have selected.

Now go to the EndNote homepage. Click the “My References” link on the left side of the screen. You should now see all the journal articles you selected at the “Web of Science” database. Select the all box, and add these articles to your Accident Prevention folder.
To create a Bibliography click the “Format” tab. Under references select your folder “Accident Prevention” Select your preferred Bibliographic style, and then select RTF option under file format. Click Save.

You have now created a Bibliography with your selected journal articles on EndNote.

If you have questions, use our Ask-a-Librarian service found on the Library homepage. <http://ulib.niu.edu>