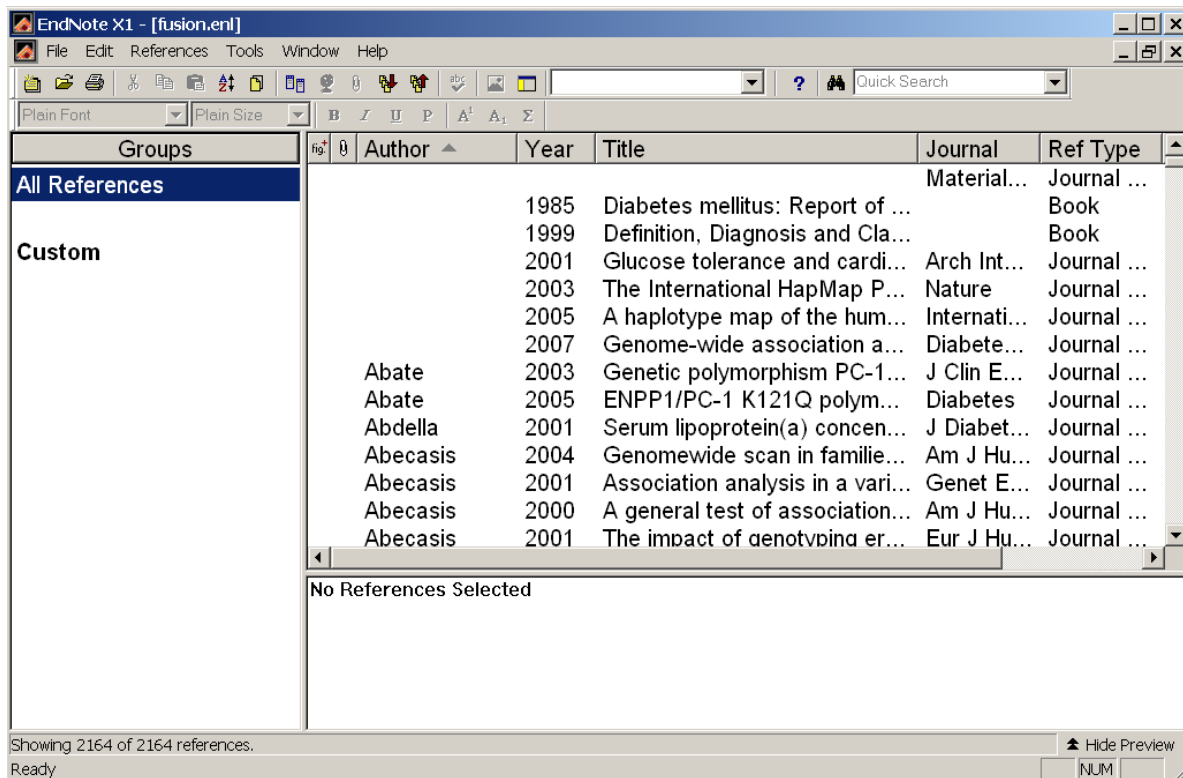


## Introduction to EndNote

Start both Word and EndNote. You can also start EndNote from Word by clicking on the 'EN' icon on the EndNote toolbar in Word.

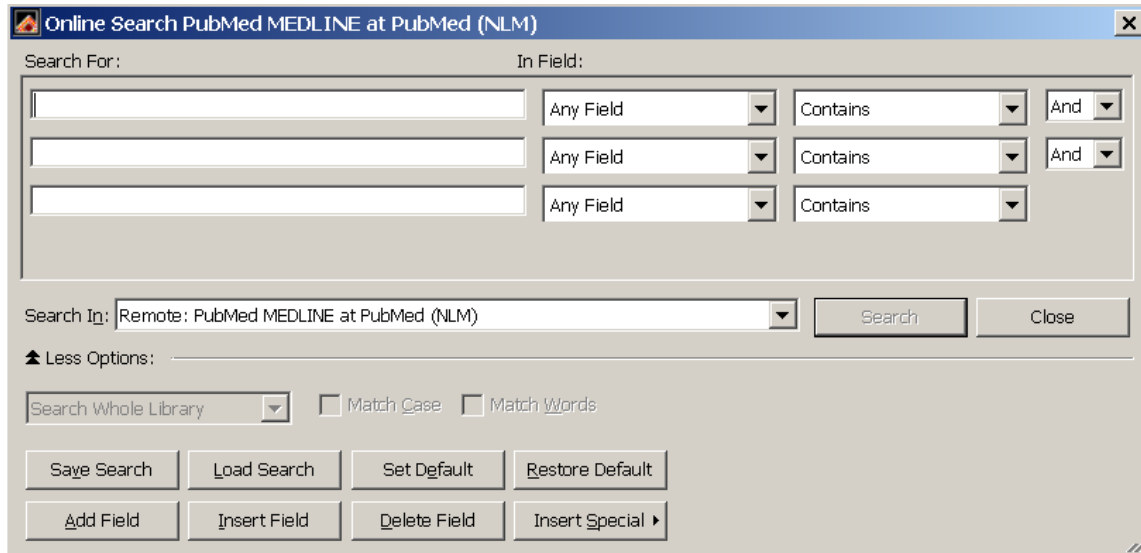
You will see the three options when you start EndNote: 'Create a new EndNote library', 'See what's new in EndNote XI', and 'Open an existing EndNote library'. Click on 'Open an existing EndNote library'. Click on Browse, go to the directory where your EndNote library is located, and select it (fusion.enl in this case). You will see the following:



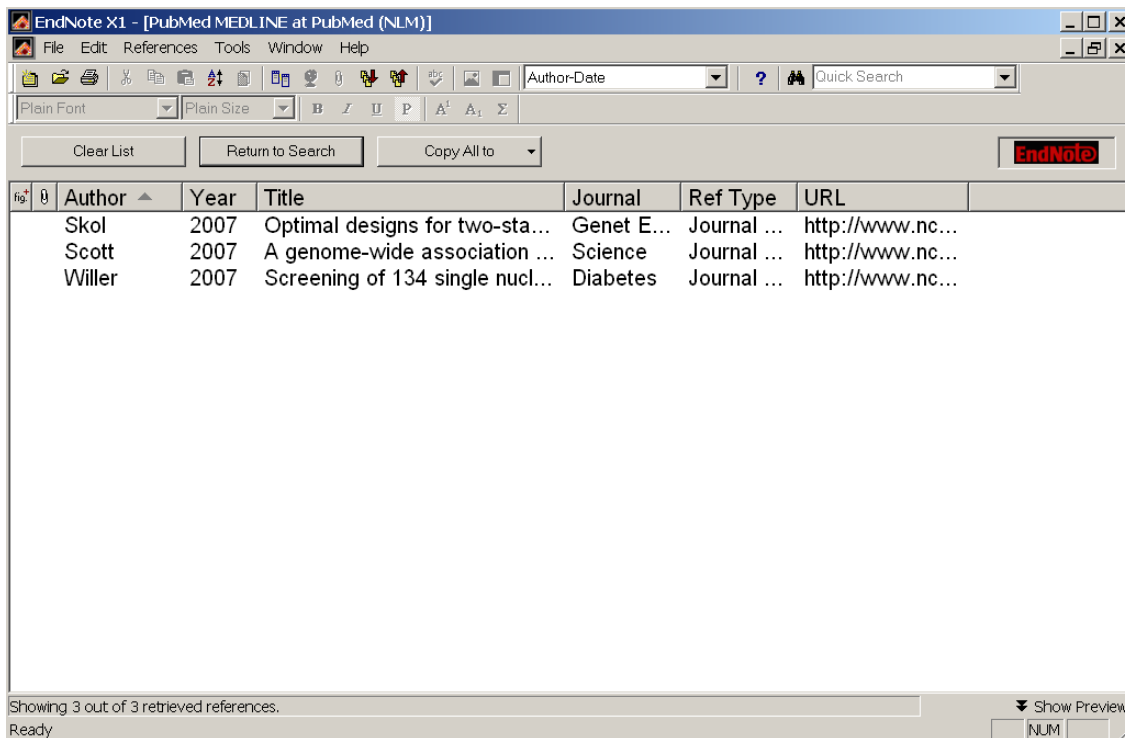
References can be sorted by author, year, title, journal, ref type, and URL. Click on the header to sort by that field. References can be sorted in groups (author followed by year, author followed by title, etc.) by selecting 'References, Sort References'. Selected references appear in the preview window (click to select/preview a reference and double-click to edit a reference).

### Adding New References

References can be added three ways – entered manually, by searching PubMed Medline from EndNote, or by exporting directly from PubMed and importing into EndNote. Select 'References, New Reference' to add a reference manually. Select 'Tools, Online Search, PubMed (NLM) to search from within EndNote. If this option doesn't appear, select 'Edit, Connection Files, Open Connection Manager ...', then select 'Pubmed'.



Use the down arrows to change 'Any Field' to author, year, title, journal, etc. Enter your search criteria and click 'Search'. Searching for boehnke in field 'Author', 2007 in field 'Year', and association in field 'Title' returns



Click on the Scott reference, then click on 'Copy Selected to' (changed from 'Copy All to') and pick your library from the list. 'Return to Search' returns you to the 'Online Search Window' and 'Clear List' clears the search list. Close this window to return to the main EndNote window.

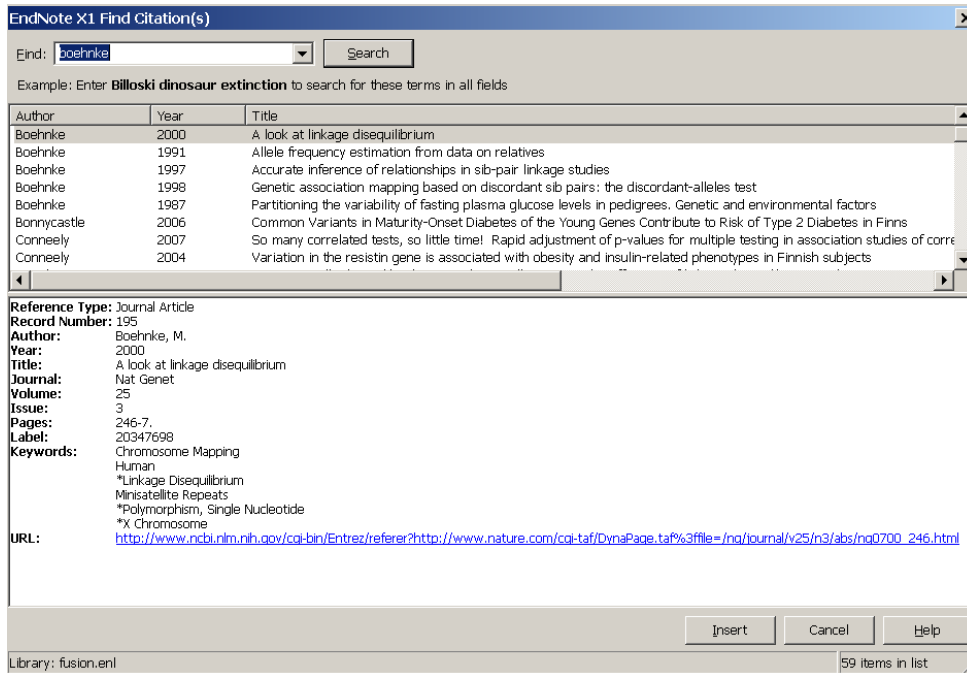
To retrieve references directly from PubMed (as an aside Peggy has had better luck with this option than with the previous one) go to <http://www.pubmed.com> and enter your search criteria. Entering several search criteria will limit the number of items returned. Searching for ‘boehnke ml’ returns 242 items, adding ‘2007’ to the search criteria returns 21 items, and adding ‘scott’ to the search criteria returns 4.

Select the article you want to import into EndNote by clicking on the box next to the author list (#2 for this example). Use the down arrow next to ‘Summary’ in the ‘Display’ box and select ‘MEDLINE’. You will see the abstract in Medline format. Use the down arrow next to ‘Send to’ and select ‘File’. Open the file with Notepad, and select ‘File, Save As’. Name the file boehnke or another descriptive name. Do not save the file directly to disk or use save in Notepad instead of save as – all files will be named pubmed-result.txt and and so each previous download will be overwritten. Exit Notepad unless you are retrieving multiple articles.

Return to EndNote and select ‘File, Import’. Click on ‘Choose File ...’ and locate the file boehnke.txt. Use the down arrow next to ‘Import Option’ and select ‘PubMed (NLM)’. Use the down arrow next to ‘Duplicates’ and select ‘Discard Duplicates’. Leave ‘Text Translation’ as ‘No Translation’. Click on import. The new reference is now in your library. (This is not as complicated as it seems. 😊)

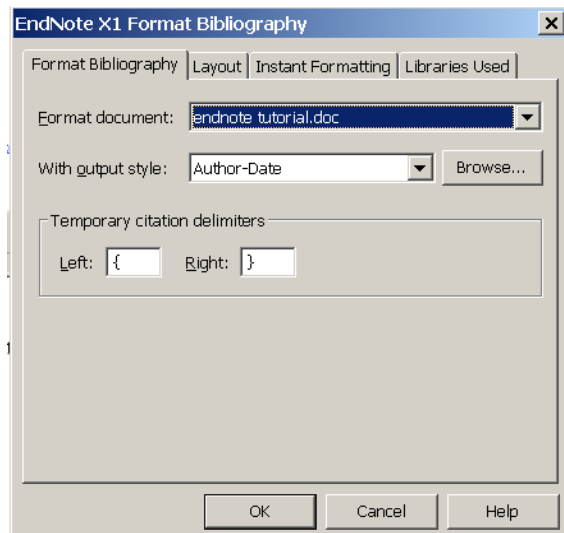
## Inserting References Into a Word Document

This paragraph will contain random references from our current FUSION library. References can be inserted two ways. Select the desired reference in EndNote, then click on the 'Insert Selected Citation(s)' icon on the EndNote toolbar (down arrow inside of [ ]). The reference will appear here<sup>1</sup>. A reference can also be inserted by clicking on the 'Find Citation(s)' icon on the EndNote toolbar (magnifying glass), and entering search criteria in the 'Find' box. Click on search. Select the article to insert and click 'Insert'<sup>2</sup>.



## Creating a Bibliography

Create a bibliography by clicking on the 'Format Bibliography' icon on the EndNote toolbar (numbers 1-3 with lines next to them).



Available output styles are 'Annotated', 'Author-Date', 'Numbered', and 'Show All Fields'. Use the layout tab to change the font, bibliography title, spacing, etc. A bibliography produced with 'Author-Date', single-spaced between references, with no indents, and a title of Bibliography 1 follows. (Note: the bibliography is inserted at the end of your document by default).

### Bibliography 1

Boehnke, M. (2000). "A look at linkage disequilibrium." *Nat Genet* **25**(3): 246-7.

Willer, C. J., L. L. Bonnycastle, et al. (2007). "Screening of 134 single nucleotide polymorphisms (SNPs) previously associated with type 2 diabetes replicates association with 12 SNPs in nine genes." *Diabetes* **56**(1): 256-264.

A bibliography using the 'Numbered' output style looks like:

### Bibliography 2

1. Willer, C.J., et al., *Screening of 134 single nucleotide polymorphisms (SNPs) previously associated with type 2 diabetes replicates association with 12 SNPs in nine genes*. *Diabetes*, 2007. **56**(1): p. 256-264.

2. Boehnke, M., *A look at linkage disequilibrium*. *Nat Genet*, 2000. **25**(3): p. 246-7.

Formatting required by many journals can be applied to bibliographies. Select 'Edit, Output Styles, Open Style Manager ...' to see available bibliographic styles. EndNote XI currently has 2,928 styles (American Journal of Human Genetics, Nature, Nature Genetics, Science, etc.).

Styles can be modified to match publication requirements. Select a style and click 'Edit'. Use 'File, Save As' and rename the style. A bibliography using a modified American Journal of Human Genetics style saved as ajhg2 follows (changed output style in 'Format Bibliography').

### Modified American Journal of Human Genetics

1. Willer CJ, Bonnycastle LL, Conneely KN, Duren WL, Jackson AU, Scott LJ, Narisu N, et al. (2007) Screening of 134 single nucleotide polymorphisms (SNPs) previously associated with type 2 diabetes replicates association with 12 SNPs in nine genes. *Diabetes* 56:256-264

2. Boehnke M (2000) A look at linkage disequilibrium. *Nat Genet* 25:246-247.

This style can be modified by selecting 'Edit, Output Styles, Edit "ajhg2"'. Select 'Journal' under 'Bibliography, Templates' and change it to italics. Change 'Volume' to bold. Save the new modification under a different name if both styles are required.

A bibliography using the style saved as junk with these changes follows.

**Bold Volumes and Italicized Journal Names**

1. Willer CJ, Bonnycastle LL, Conneely KN, Duren WL, Jackson AU, Scott LJ, Narisu N, et al. (2007) Screening of 134 single nucleotide polymorphisms (SNPs) previously associated with type 2 diabetes replicates association with 12 SNPs in nine genes. *Diabetes* **56**:256-264
2. Boehnke M (2000) A look at linkage disequilibrium. *Nat Genet* **25**:246-247.

PC users – remember alt-tab for quick switching between Word, EndNote, PubMed, etc.