



TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER™
School of Nursing

EndNote Fall Workshop

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Join us for EndNote Thursdays at Three!



Thursdays at 3!



We will have short 1-hour Zoom sessions on Thursdays at 3:00pm, per schedule below. All sessions will be recorded for later viewing.

Session	Session Title	Date	Time
1	How to access EndNote (Online and Desktop)	Thursday, September 3, 2020	3:00 PM
2	Overview of basic features	Thursday, September 24, 2020	3:00 PM
3	Differences working in Online vs Desktop versions	Thursday, October 1, 2020	3:00 PM
4	Creating an EndNote library on desktop	Thursday, October 8, 2020	3:00 PM
5	Downloading a citation	Thursday, October 15, 2020	3:00 PM
6	Sharing libraries and groups	Thursday, October 22, 2020	3:00 PM
7	Creating & downloading a reference list from EndNote to Word	Thursday, October 29, 2020	3:00 PM
8	Upload a citation from Word into EndNote	Thursday, November 12, 2020	3:00 PM
9	FAQs	Thursday, November 19, 2020	3:00 PM
10	Tips and tricks	Thursday, December 3, 2020	3:00 PM



Zoom link: <https://ttuhsc.zoom.us/j/5599703774>

Please feel free to share your questions in advance by emailing them to heather.russell@ttuhsc.edu. You will also have an opportunity to ask questions during the live event.

If you are not able to attend the live event, Zoom recordings and handouts will be available approximately one week after each session.



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EndNote Fall Workshop Session Goals

Session #1: How to access EndNote (Online and Desktop)

1. Access TTUHSC Library EndNote LibGuide
2. Use links on LibGuide to create Endnote online account
3. Use LibGuide Links to download EndNote Desktop to your computer

Session #2: Overview of basic features

1. Format and organize citations in EndNote
2. Import citations to EndNote from a database
3. Manually create citations

Session #3: Differences working in Online vs Desktop versions

1. Be familiar with the different interfaces for Mac and Windows
2. Know different EndNote terminology for Desktop and EndNote Basic
3. Understand syncing between Endnote Desktop and EndNote Basic

Session #4: Creating an EndNote library on your desktop

1. Create a new library on a Windows or Mac computer
2. Name new libraries for optimal use
3. Add references to a library

Session #5: Downloading a citation

1. Save selected references from a database search
2. Import files into EndNote
3. Be aware of Issues with EndNote search features

Session #6: Sharing libraries and groups

1. How to Share groups in EndNote Basic
2. Access groups shared by others
3. Share Endnote Desktop libraries

Session #7: Creating & downloading a reference list from EndNote to Word?

1. Download Word plugin for EndNote
2. Create and format a bibliography
3. Understand saving documents

Session #8: Uploading a citation from Word into EndNote

1. Know about EndNote codes
2. Know about traveling libraries
3. Upload a coded citation from a Word document traveling library



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Session #9: FAQs

1. *Know why EndNote libraries might become corrupted over time*
2. *Get help for unique problems from EndNote support staff*
3. *Access Clarivate's Endnote video tutorials and help documents*

Session #10: Tips & Tricks

1. *Name and organize citation groups for optimal sharing and use*
2. *Learn strategies for naming groups and libraries*
3. *Learn how to change a citation format*