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EndNote Web

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EndNote Web, as the name suggests, is a web-based version of EndNote. If you often work on multiple computers or want to share a library of references with your colleagues, then EndNote Web may be useful to you.

EndNote Web does not allow you to store PDFs with your references, but it does have Cite While You Write facilities and most of the other features of EndNote.

Signing up for an account

- To begin using EndNote Web, visit [the EndNote Web site](#) and register for an account by clicking on **Sign Up**. (If you are off-campus, you will have to enter your ACU username and password before reaching the EndNote Web site.)



- Once you completed the registration form, you will arrive at **My References**.

Logging in

Once you have registered, you can also log in at [the EndNote Web site](#).

The My References tab

My References is the equivalent to the main library window in EndNote. Here you can search your library, browse your groups, and edit references.

Hide Panel

Quick Search

Search for

in All My References

Search

My References

All My References (1)

[Unfiled] (1)

Quick List (0)

Trash (0)

All My References

Show 10 per page Page 1 of 1 Go

All Page Add to group... Copy to Quick List Delete

Author **Year Title** **Edit**

Csikszentmihalyi, 2002 Flow: the classic work on how to achieve happiness Edit
Mihaly [Find it](#)

Show 10 per page Page 1 of 1 Go

The Collect tab

The **Collect tab** provides options to search a selection of library catalogues, enter a new reference by hand, or import references from a database.

Online Search

Step 1

Select database or library catalog connection.

Select... [Customize this list](#)

Select...	▼
Select...	▲
Australian Cath U	
Australian Natl U	
Bond U	
Charles Darwin U	
Charles Sturt U	
Curtin U of Technology	
Deakin U	
Edith Cowan U	
Flinders U	
Griffith U	
La Trobe U	
Library of Congress	
Monash U	
Murdoch U	
Natl Lib of Australia	
PictureAustralia	
PubMed (NLM)	
Queensland U of Technology	
Southern Cross U	▼

New Reference

Save

Clear

Groups: [Add or remove](#)

Bibliographic Fields: * At least one of these fields must be filled out.

Reference Type:

* Author:

Use format Last Name, First name. Separate with ";".

Title:

* Year:

Secondary Author:

Secondary Title:

Place Published:

Publisher:

My References Collect **Organize**

Online Search New Reference Import References

Import References

Importing from EndNote?

File: Browse...

Filter: Select... ▼

To: Select... ▲

- ACU A+ Education Informit
- ACU AATD Informit
- ACU ADT
- ACU AFPD Informit
- ACU AHB Informit
- ACU AIMMAT Informit
- ACU ALISA Informit
- ACU ANR-Index Informit
- ACU ARCH Informit
- ACU AUSPORT Informit
- ACU AustLit
- ACU Catalogue
- ACU CINCH Informit
- ACU Cochrane Library
- ACU DAAI
- ACU Ebsco
- ACU Emerald
- ACU Family & Society Plus Informit
- ACU Ingenta

Equivalents are provided for every filter listed on the [Filters page](#).

The Organize tab

The **Organize tab** allows you to create a group into which references can be placed, and then share that group with others. (Nb: only the owner of a group can edit references in it.) You can also see any groups which have been shared with you, and find any duplicate records in your library.

My References Collect **Organize** Format

Manage My Groups Others' Groups Find Duplicates

Manage My Groups

My Groups†	Number of References	Share		
Web 2.0	0	<input type="checkbox"/>	Manage Sharing	Rename Delete
New Group				

The Format tab

The **Format tab** provides you with the ability to compile a standalone bibliography, download the Cite While You Write plugin for Word (only necessary if you don't have a copy of EndNote installed on your computer) and format a paper in Rich Text Format (similar to the [Format Paper option in EndNote](#)).

Bibliography

References: Bibliographic style: [Customize this list](#)File format:

Save

E-Mail

Preview & Print

Examples of Commonly Used Styles

Area of Study	Writing Style Guides
Biosciences	CBE
Science	Harvard
Chemistry	ACS
Engineering	IEEE
Humanities	Chicago 15th A or B
Humanities	Turabian
General	Annotated
General	Author-Date
Language and Linguistics	MLA
Medicine	JAMA
Medicine	NLM
Medicine	Vancouver or UNIFORM Requirements
Psychology	APA 5th
Sociology	ASA Style Guide
Physics/Chemistry	AIP Style Manual 4th Edition

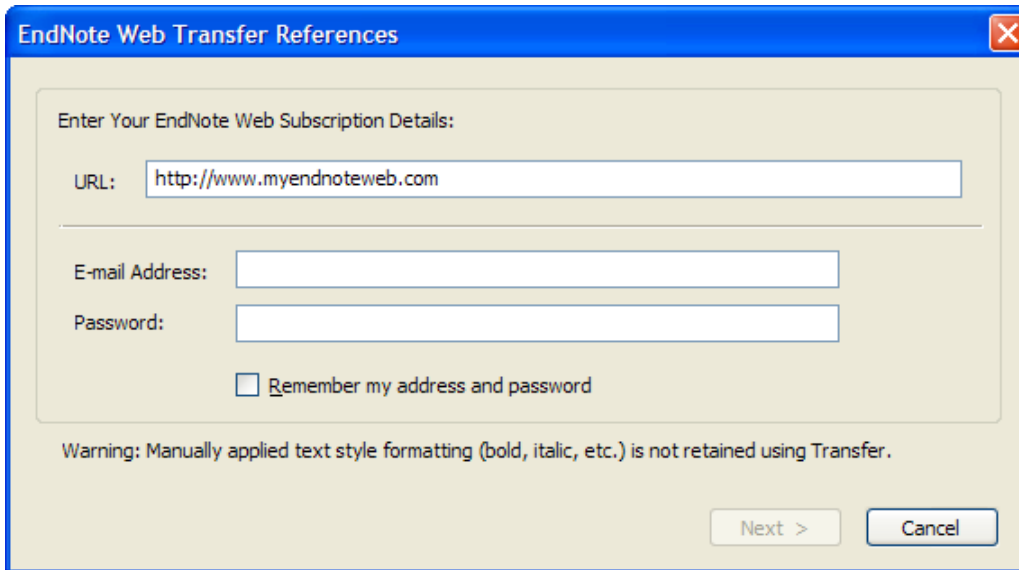
The Options tab

The **Options tab** enables you to change the e-mail address or password associated with your account. You can also download the Cite While You Write plugin for Word (only necessary if you don't have a copy of EndNote installed on your computer.)

Transferring references between EndNote and EndNote Web

To transfer references between EndNote and EndNote Web:

1. Run EndNote.
2. On the EndNote menu, click on **Tools > EndNote Web...**



EndNote Web Transfer References

Enter Your EndNote Web Subscription Details:

URL:

E-mail Address:

Password:

Remember my address and password

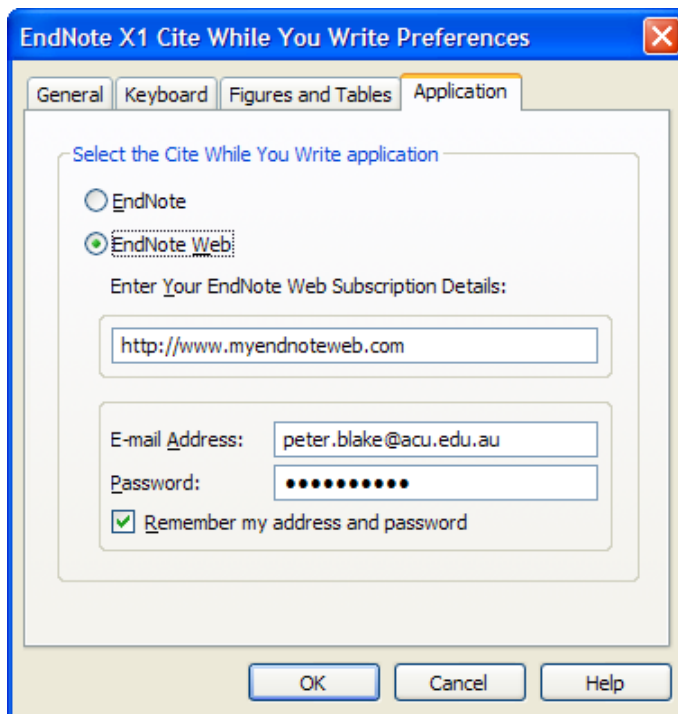
Warning: Manually applied text style formatting (bold, italic, etc.) is not retained using Transfer.

Next > Cancel

3. Enter the e-mail address and password for your EndNote Web account, then click **Next**.
4. Select the **EndNote library** and **EndNote Web folder** you want to move references between.
5. Choose which way you want to transfer references (**Web to Desktop**, or **Desktop to Web**).
6. Click **Transfer**.

Using Cite While You Write with EndNote Web

You can use **Cite While You Write** with EndNote Web in exactly the same way as you would with EndNote, simply by changing the preferences in Word. Click on EndNote's **Preferences** button, then on the **Application tab**, and enter your e-mail address and password for EndNote Web.



EndNote X1 Cite While You Write Preferences

General Keyboard Figures and Tables Application

Select the Cite While You Write application

EndNote

EndNote Web

Enter Your EndNote Web Subscription Details:

E-mail Address:

Password:

Remember my address and password

OK Cancel Help

If you have any problems or questions about using EndNote Web, please contact your [local EndNote support person](#) or contact Peter Blake via libraryadmin@mcauley.acu.edu.au .

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