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Upgrading or installing EndNote

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If you are not sure whether to upgrade or not, we have a Powerpoint presentation that details the major improvements in EndNote 9.

Backing up existing libraries and other files

It is not necessary to back up your EndNote libraries before you uninstall or upgrade your EndNote software. However, it is always a good idea to back up these files regularly, and before you upgrade is a good time to do so. By default, your libraries are stored in **C:/Program Files/EndNote X** (or whatever version you currently have).

If you have customised any filters or styles, you should make copies of these now. The files can be found in the directories **C:/Program Files/EndNote X/Filters** and **C:/Program Files/EndNote X/Styles** (etc.).

Uninstalling EndNote

You should uninstall previous versions of EndNote before you upgrade:

- From the **Start** button, click on **Programs | EndNote | Uninstall EndNote**
- Follow the prompts to uninstall.
- When asked to select the type of uninstall, Automatic, Custom or Repair, choose the default, **Automatic**.
- Follow the prompts until the uninstall is complete.

Installing EndNote from a CD

Windows:

- Make sure no other applications are running.
- Insert the EndNote CD into your CD or DVD drive.
- Double-click on **My Computer**, then on the icon representing your CD or DVD drive.
- Double-click on the file **enx1inst.msi**.
- Follow the instructions on the screen to complete the installation. You can choose to install EndNote as is, i.e. **Full installation**, or you can customise your setup.
- By default, EndNote is installed in the **C:/Program Files/EndNote X1** folder. You can change this if you wish.

Macintosh:

- Make sure no other applications are running.
- Insert the EndNote CD in your CD-ROM drive.
- Double-click on the **EndNote X1 Installer** icon and click on **Continue** to proceed.

- The Install Location is set to use (or create) an EndNote X1 folder in the Applications folder of your startup drive. You can change this if you wish.
- Full Installation is selected automatically. Choose the Custom Install only if you are low on disk space or you want to install only parts of the EndNote program.
- Click on **Install**.

Installing EndNote from a download

Windows:

- Make sure no other applications are running.
- Double-click on the archive you have downloaded.
- Copy all the files onto your desktop.
- Double-click on the **enx1inst.msi** file on your desktop.
- Follow the instructions on the screen to complete the installation. You can choose to install EndNote as is, i.e. **Full installation**, or you can customise your setup.
- By default, EndNote is installed in the **C:\Program Files\EndNote X1** folder. You can change this if you wish.

Macintosh:

- Make sure no other applications are running.
- Double-click on the **EndNote X1 Site Installer.dmg** file you have downloaded.
- The Install Location is set to use (or create) an EndNote X1 folder in the Applications folder of your startup drive. You can change this if you wish.
- Full Installation is selected automatically. Choose the Custom Install only if you are low on disk space or you want to install only parts of the EndNote program.
- Click on **Install**.

Accessing your customised filters and styles

Once EndNote X1 has been installed, you should put any customised filters and styles that you want to use in a location where EndNote can find them. To do this, copy the filters into **C:/Program Files/EndNote X1/Filters** and the styles into **C:/Program Files/EndNote X1/Styles**.

You can put your libraries in whichever directory you wish; however, you will need to navigate to that directory in order to open them for the first time. It is recommended that you keep your EndNote library with the other files you will use it with (e.g. the Word document of your thesis).

Running EndNote

Windows: To run EndNote, click on the **Start** button. Choose **Programs**, select **EndNote**, and then  **EndNote Program**.

Macintosh: To run EndNote, double-click on the  **EndNote icon** found in the **EndNote folder**.

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