

EndNote: What, Why, Where, and How?

What is EndNote?

EndNote is a bibliographic management software package which allows you to create your own personal database of references, known as an EndNote 'Library'.

EndNote is particularly useful for students undertaking a large piece of work, such as a dissertation or a thesis because it helps you manage your references.

Why should I use it?

EndNote will:



Store all the references that you find during your research. They can be entered manually or downloaded from most databases.



Store PDF files, pictures, graphs, tables, etc.



Allow you to organise the information you find.



Work with Microsoft Word to create citations and bibliographies automatically in any output style (including APA, Chicago, MLA, Vancouver, as well as thousands of styles for academic journals).



Work with Microsoft PowerPoint to insert citations and references into your presentations.

Where do I access EndNote?

EndNote is freely available on all of the open access PCs on campus.

If you would like to use it from off-campus, you have two options:



Option 1

You can **buy your own copy** of the EndNote software for a reduced student price from the Student Software Portal:

<https://software.salford.ac.uk/Account/Index?ReturnUrl=%2f>.

This will give you a licence for the full version to keep with no time limit on it. This can be purchased for use with a PC or a Mac.

Option 2

You can request **remote access** to the University's EndNote software through ITS Service Desk. This is free, but please note that you will only have access to it whilst you are a student here as this option enables remote access to our version of the software, not a copy of the software for yourself to keep. If you want your own version to keep, option 1 will be a better choice for you.

Also, remote access is only available for a PC; it will not work on a Mac. If you would like to access EndNote remotely, contact ITS Service Desk on +44 (0)161 295 2444 or at ITS-servicedesk@salford.ac.uk requesting remote access to EndNote and include your network username. ITS will then arrange for you to be added and will send you information on how to access it from off-campus.

I've never used EndNote before. How can I find out how to use it?

A training workbook for using EndNote X7 is available:

<http://www.salford.ac.uk/library/help/workbooks/Intro-to-EndNote-X7.3.pdf>

There is also an 'EndNote basics for beginners' video available:

<https://www.youtube.com/watch?v=uMOg95XWdnU>

There are other videos on YouTube's EndNote channel:

<https://www.youtube.com/user/EndNoteTraining>

EndNote also have a web-based help page:

http://clarivate.libguides.com/endnote_training/users