بسم الله الرحمن الرحیم
www.farapicture.blogfa.com
WWW.TEBYAN.NET
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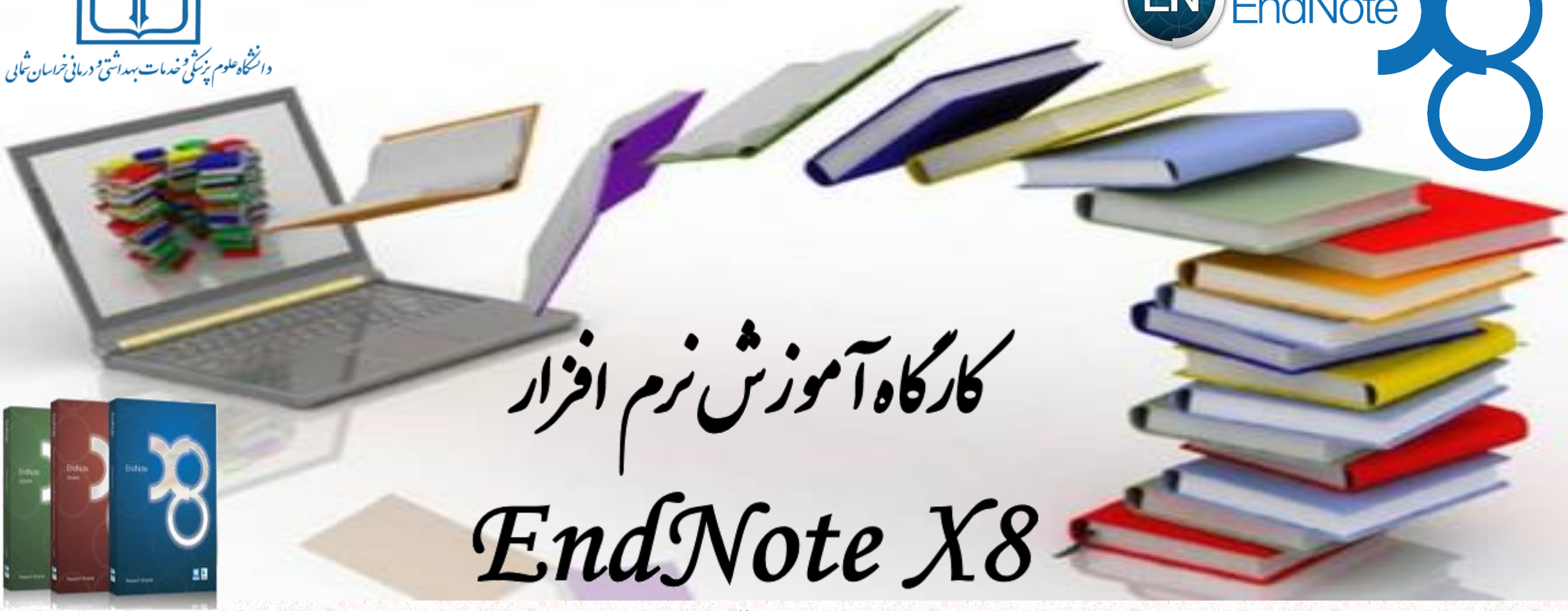
دانشگاه علوم پزشکی و خدمات بهداشتی درمانی خراسان شمالی



کارگاه آموزش نرم افزار

EndNote X8

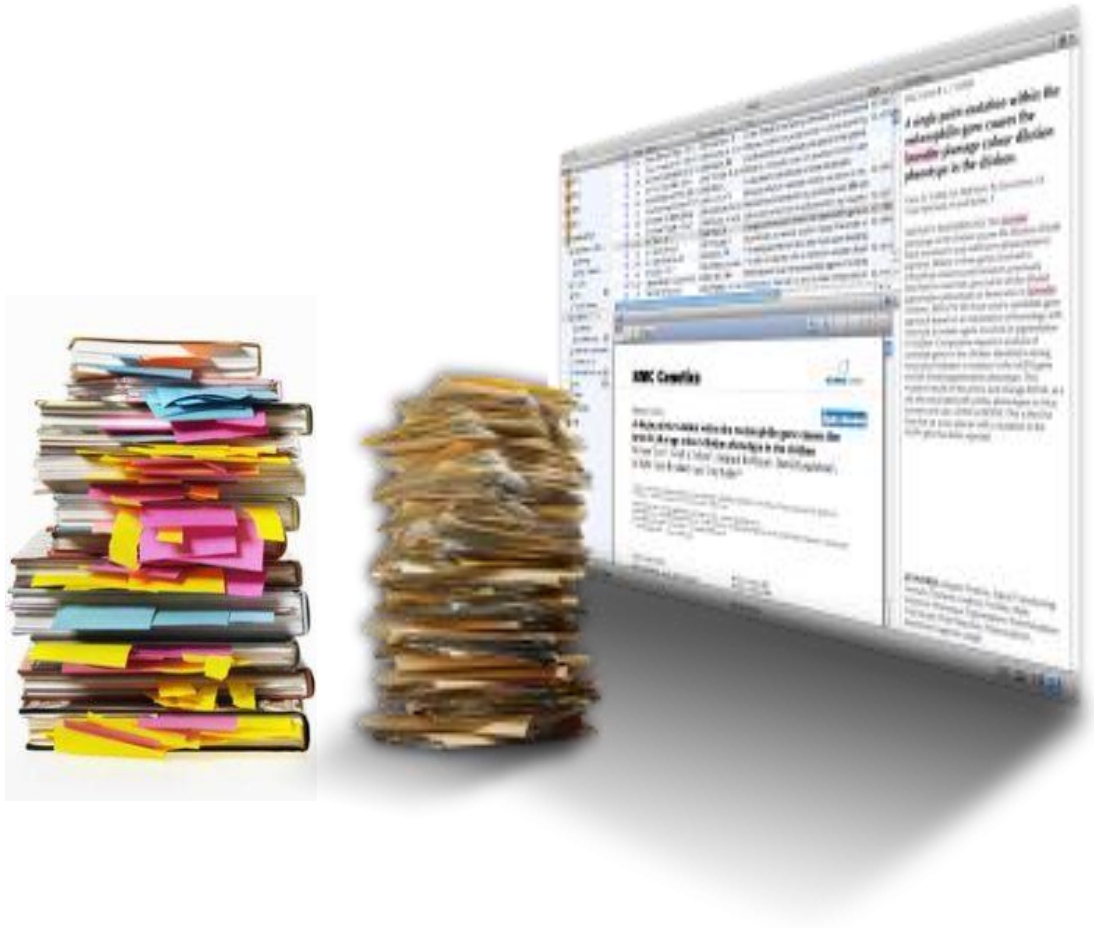
دکتر مهدی قربانیان

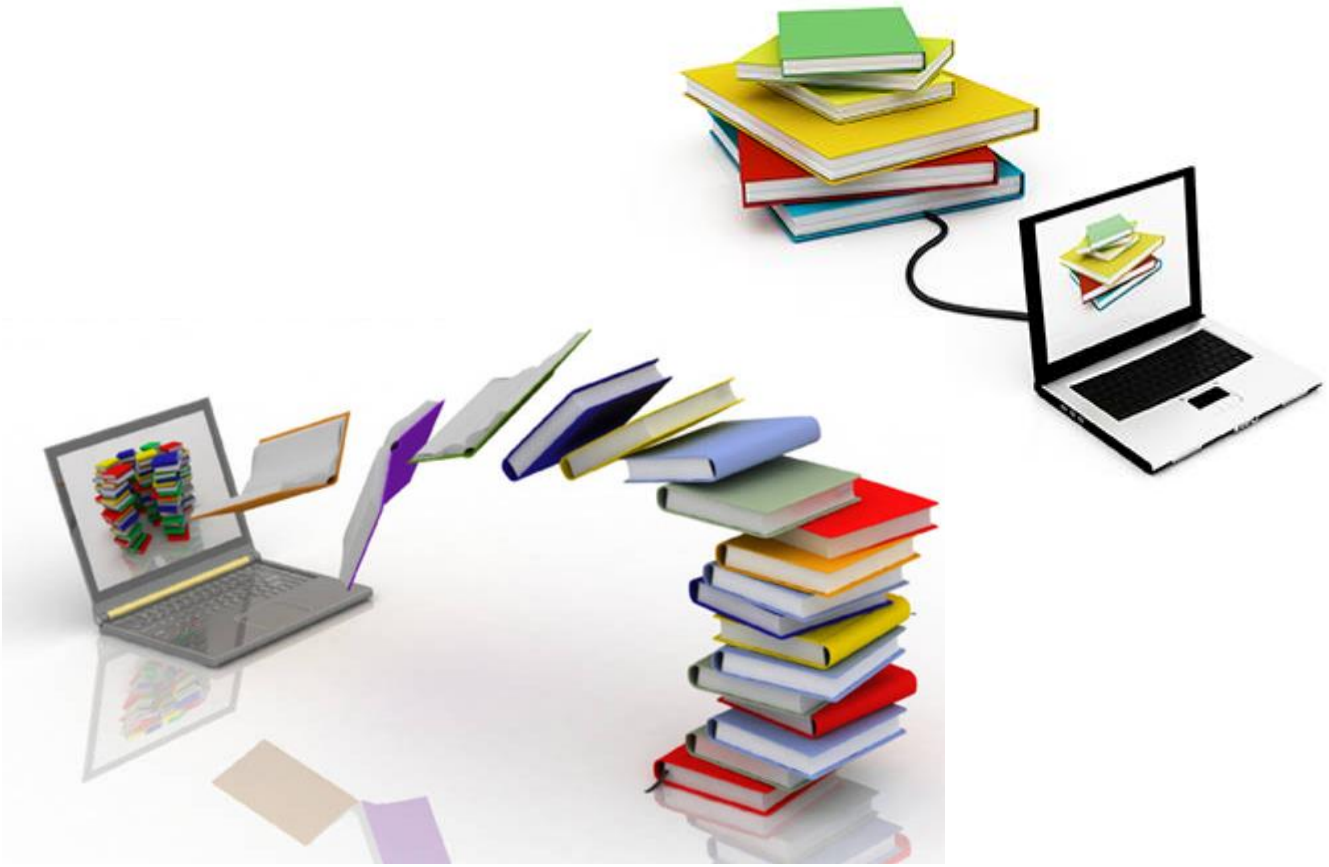
دکتری تخصصی مهندسی بهداشت محیط

تیرماه ۱۳۹۶

EndNote
Research
Smarter,
Not Harder.

اهمیت نرم افزارهای مدیریت منابع





نرم افزارهای مختلف مدیریت منابع اطلاعاتی

Reference Management Tools

انتخاب نرم افزار مدیریت منابع اطلاعاتی

RefWorks

EndNote

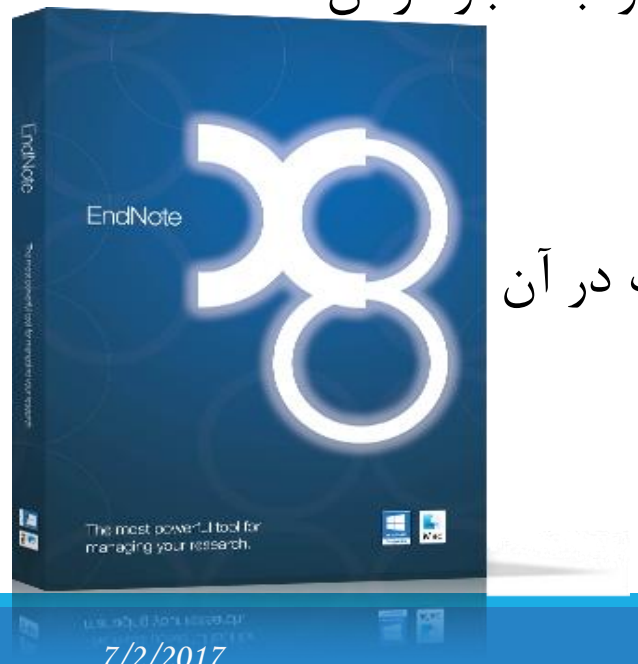
MENDELEY

zotero

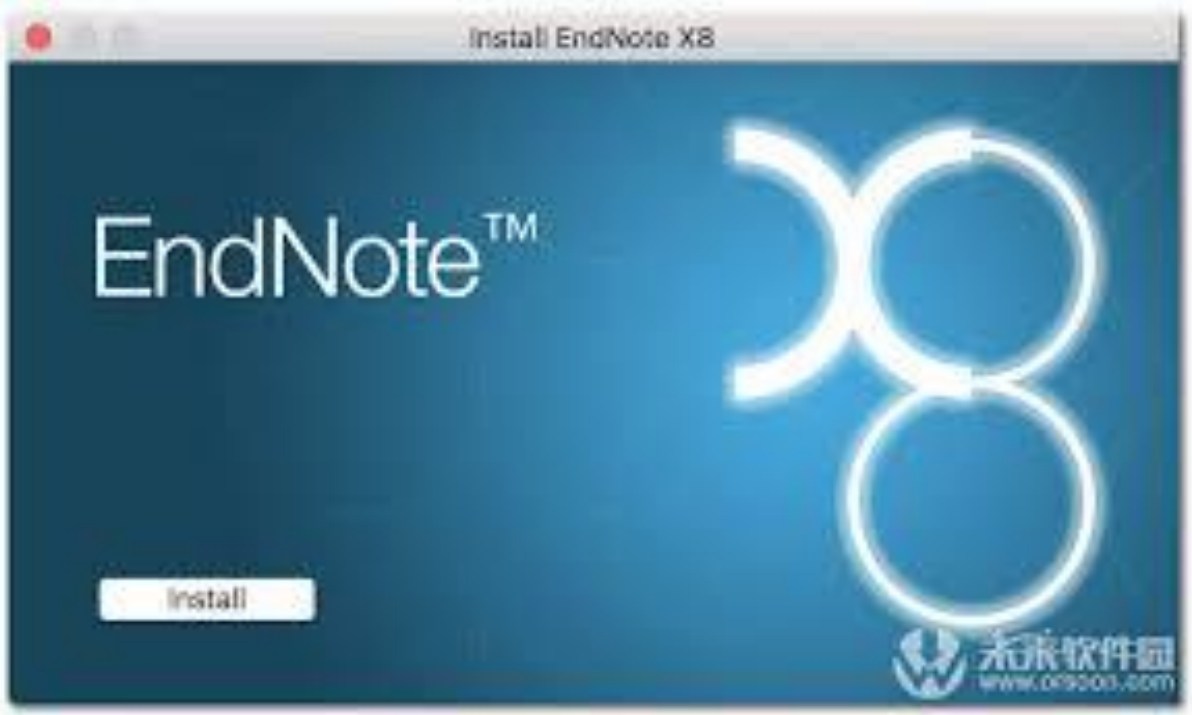
colwiz
COLLECTIVE WIZDOM

قابلیت های کلیدی نرم افزار EndNote X8

- پشتیبانی از زبان فارسی
- امکان استاندارد سازی منابع و مآخذ تحقیقات
- دارا بودن بیش از ۶۰۰۰ فرمت مختلف منبع نویسی و رفرنس دهی مطابق با استانداردهای مهم دنیا
- امکان ضمیمه کردن ۴۵ فایل مختلف (PDF، فایل تصویری و صوتی) به هر یک از رفرنس ها و جستجو در آن ها
- امکان مطالعه فایلهای PDF در محیط برنامه و یادداشت گذاری و ویرایش آنها
- امکان تبادل تا ۱۰.۰۰۰ رفرنس بین سیستم خود و اینترنت و به اشتراک گذاری منابع
- امکان برقراری ارتباط بین منابع متن و منابع انتهایی پژوهش به منظور اعمال تغییرات هماهنگ در آن
- یکپارچه شدن با نرم افزار Microsoft Office Word
- گروه سازی و ترکیب و مقایسه منابع و مطالب و ...



آموزش نصب نرم افزار



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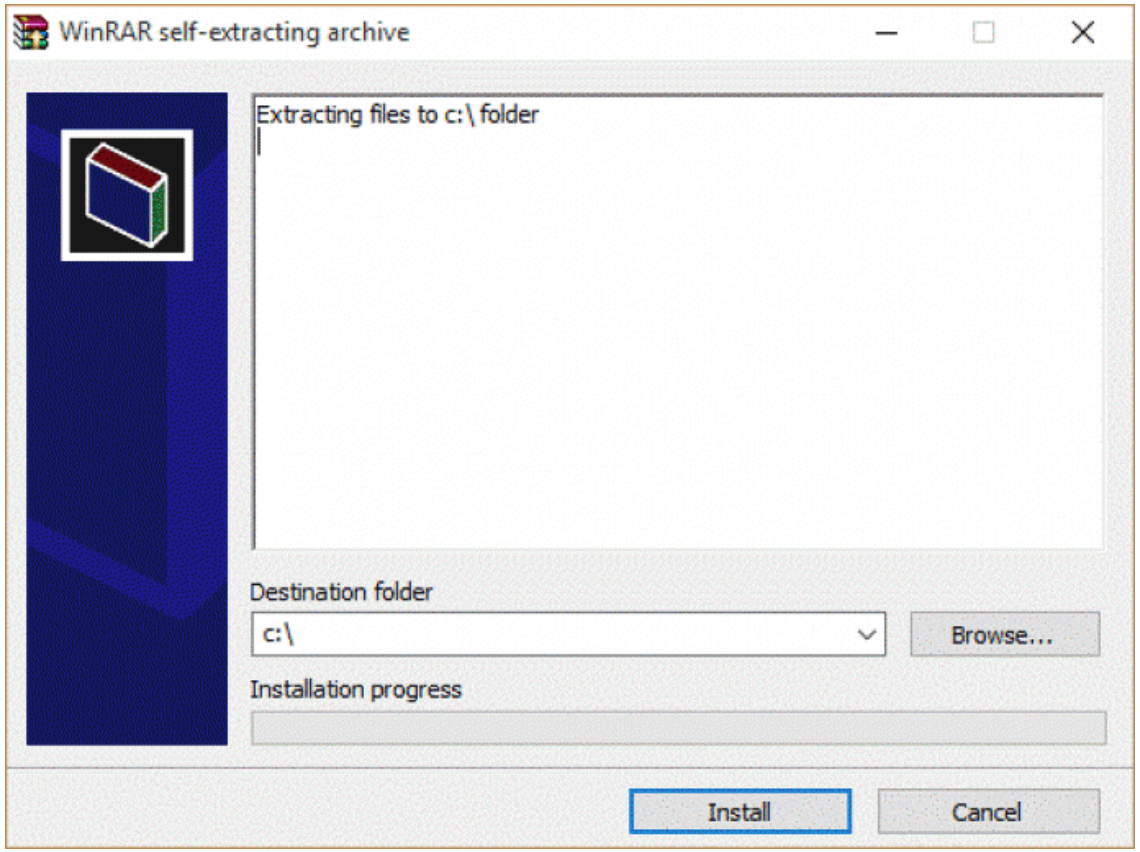

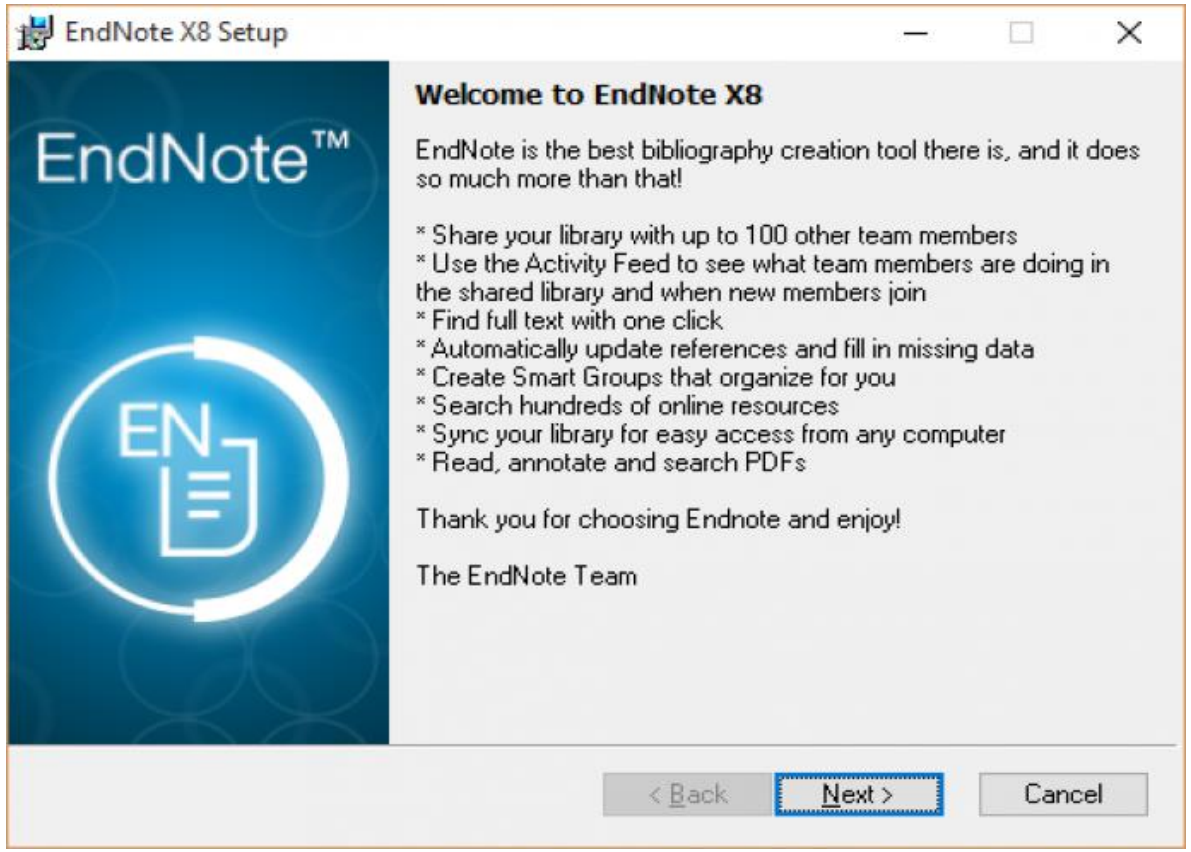

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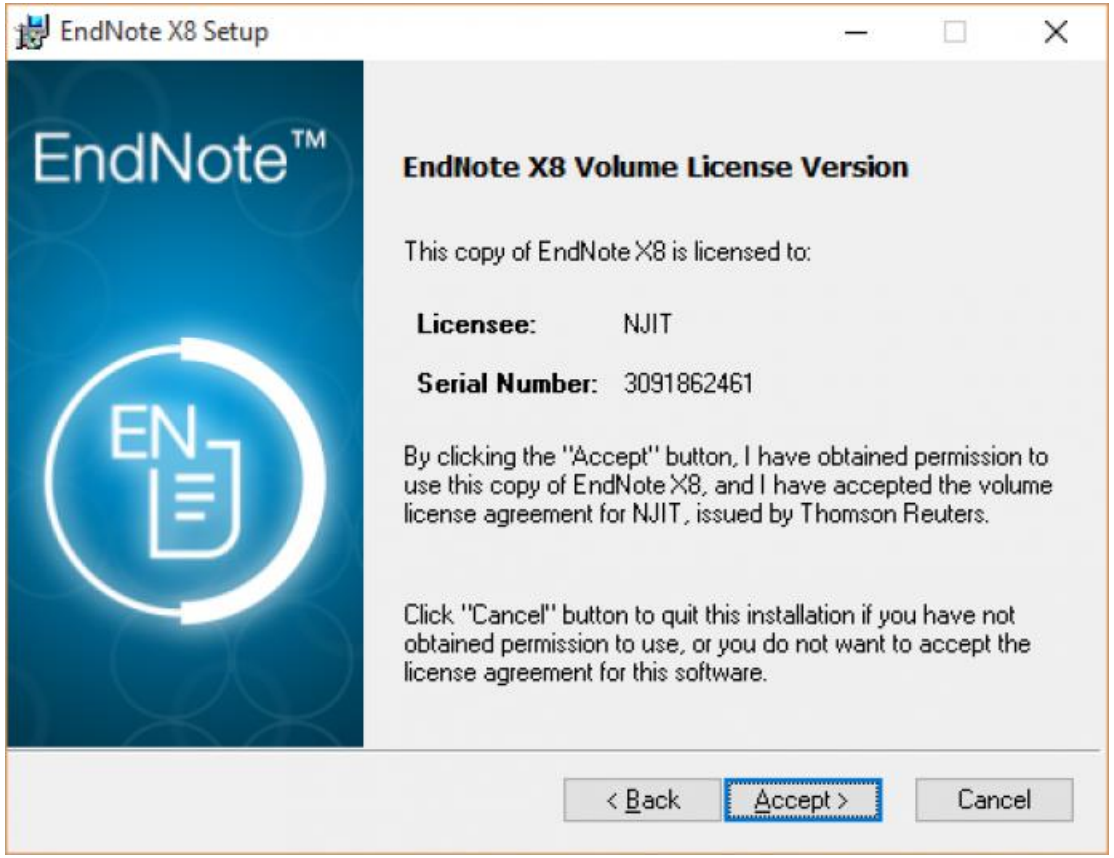
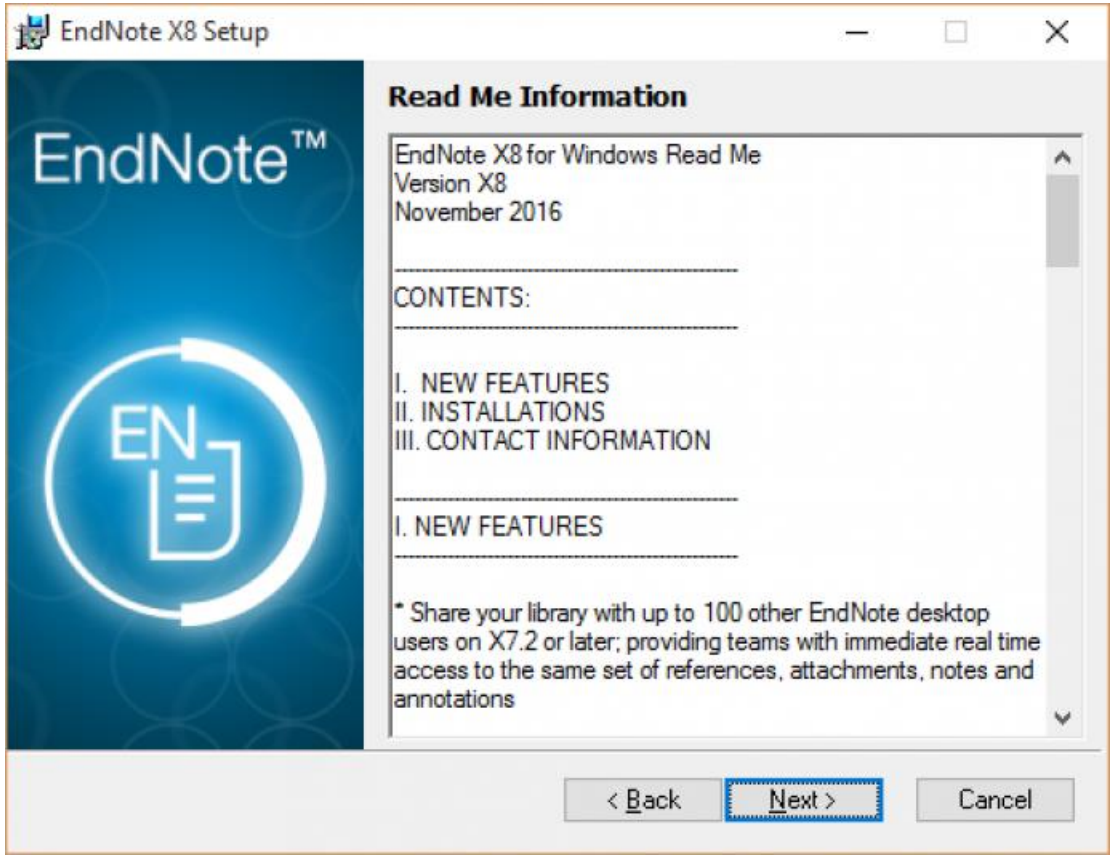
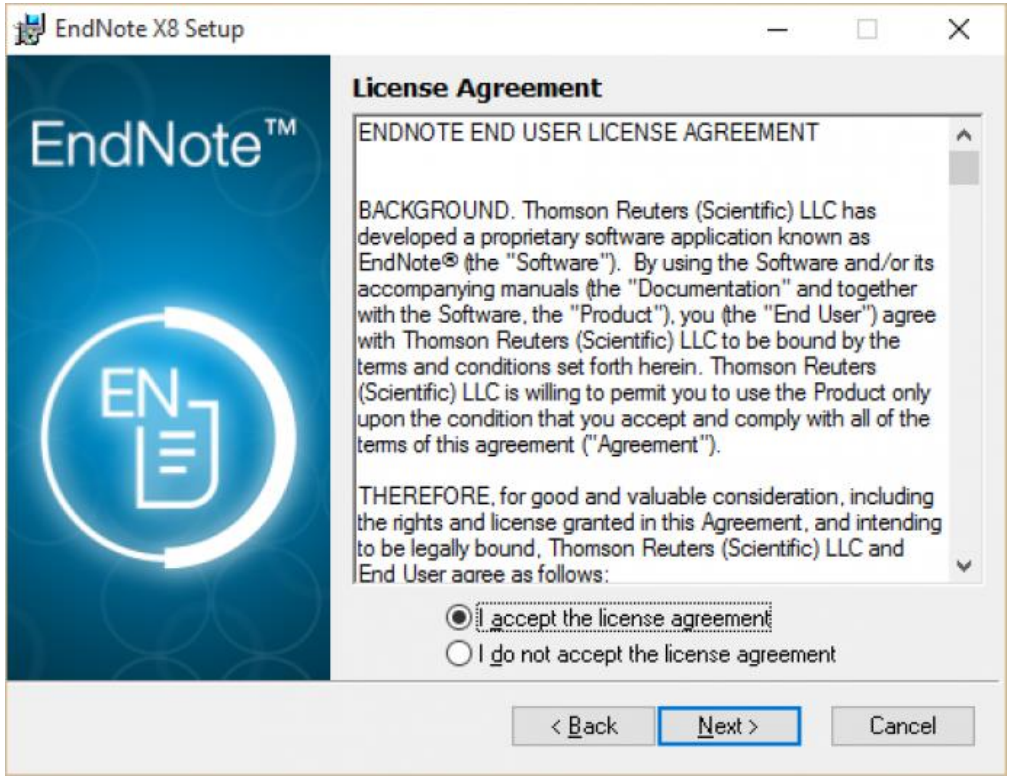
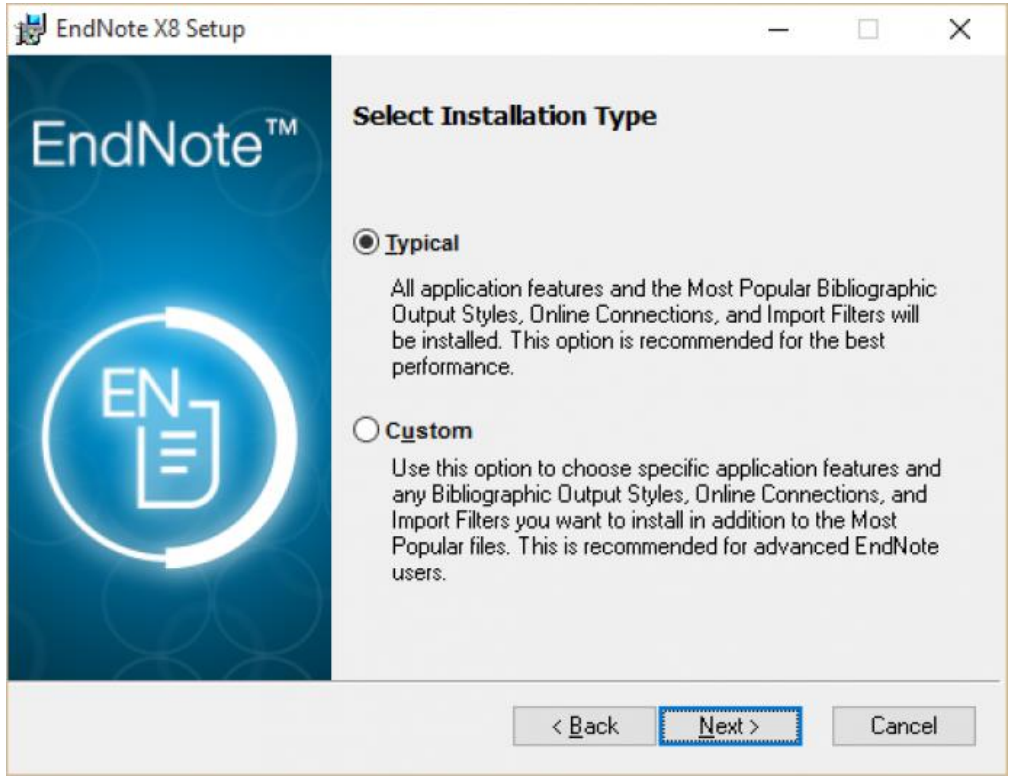




آموزش نصب نرم افزار





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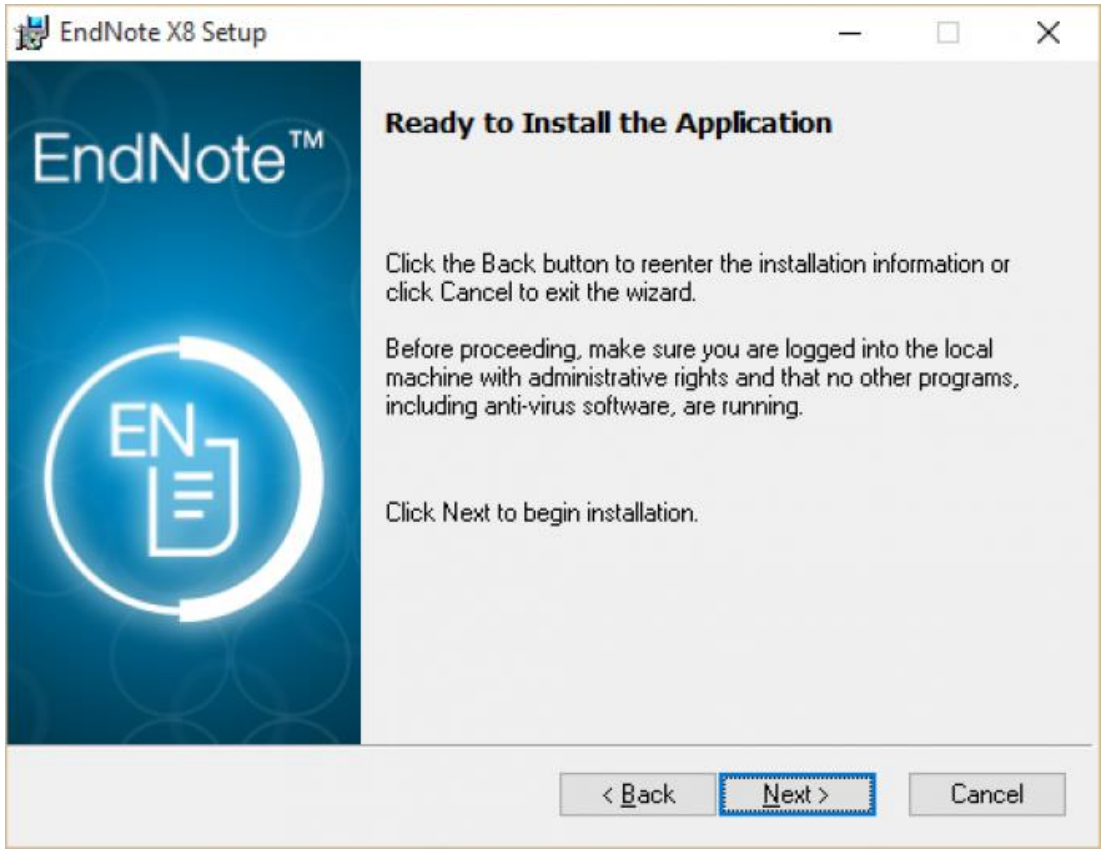
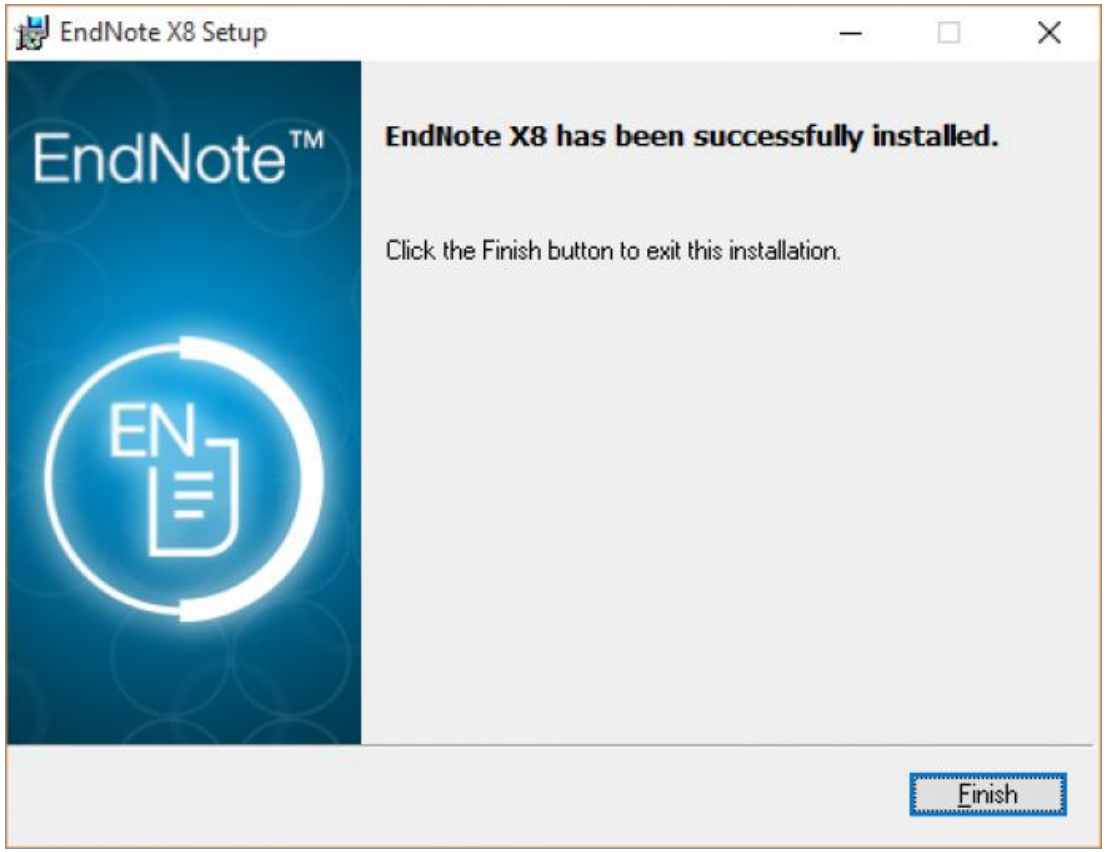
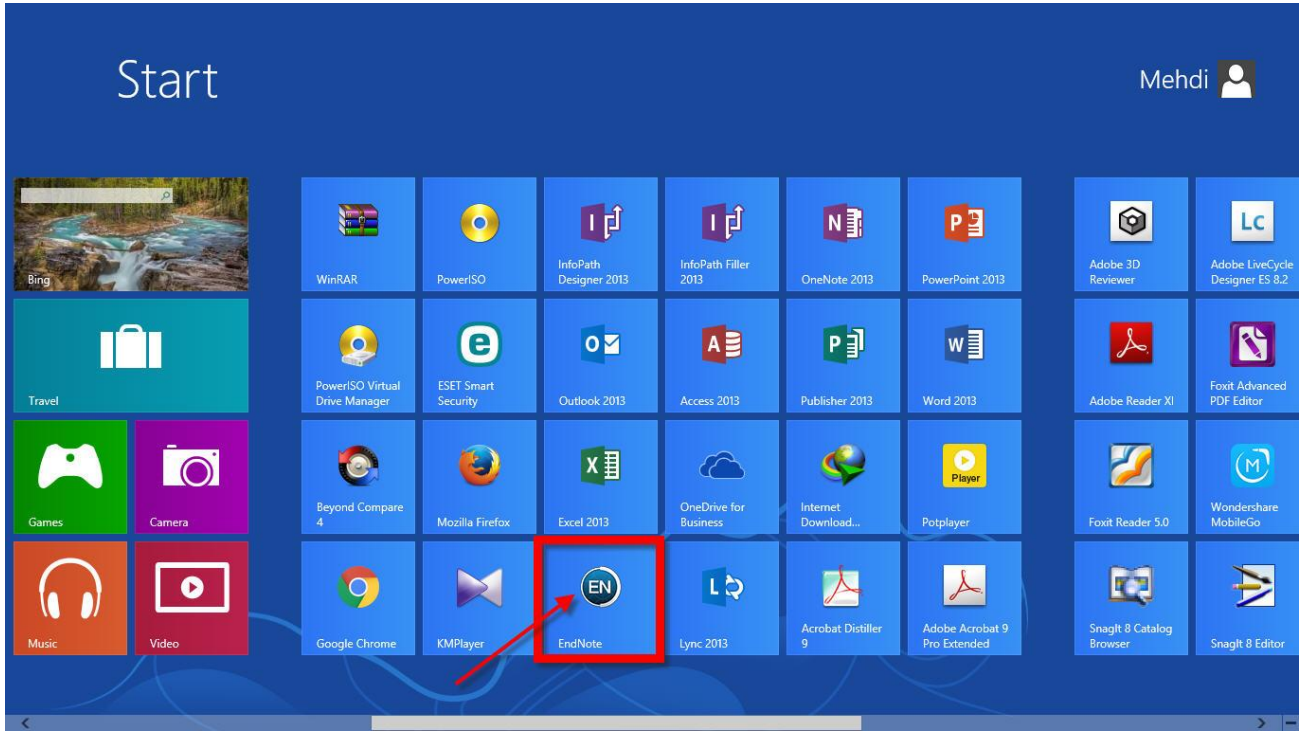
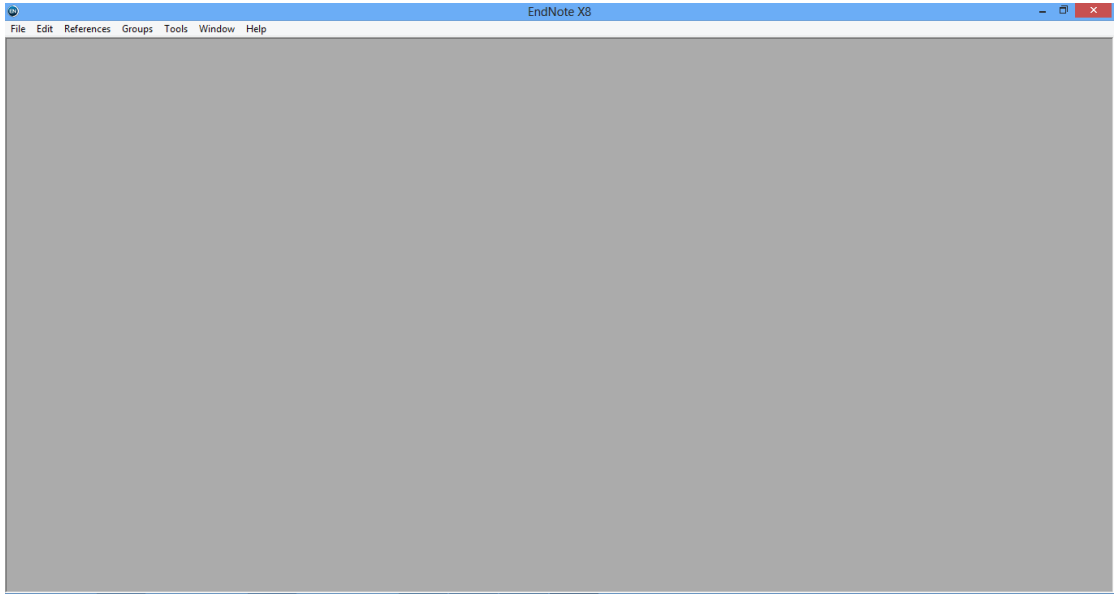


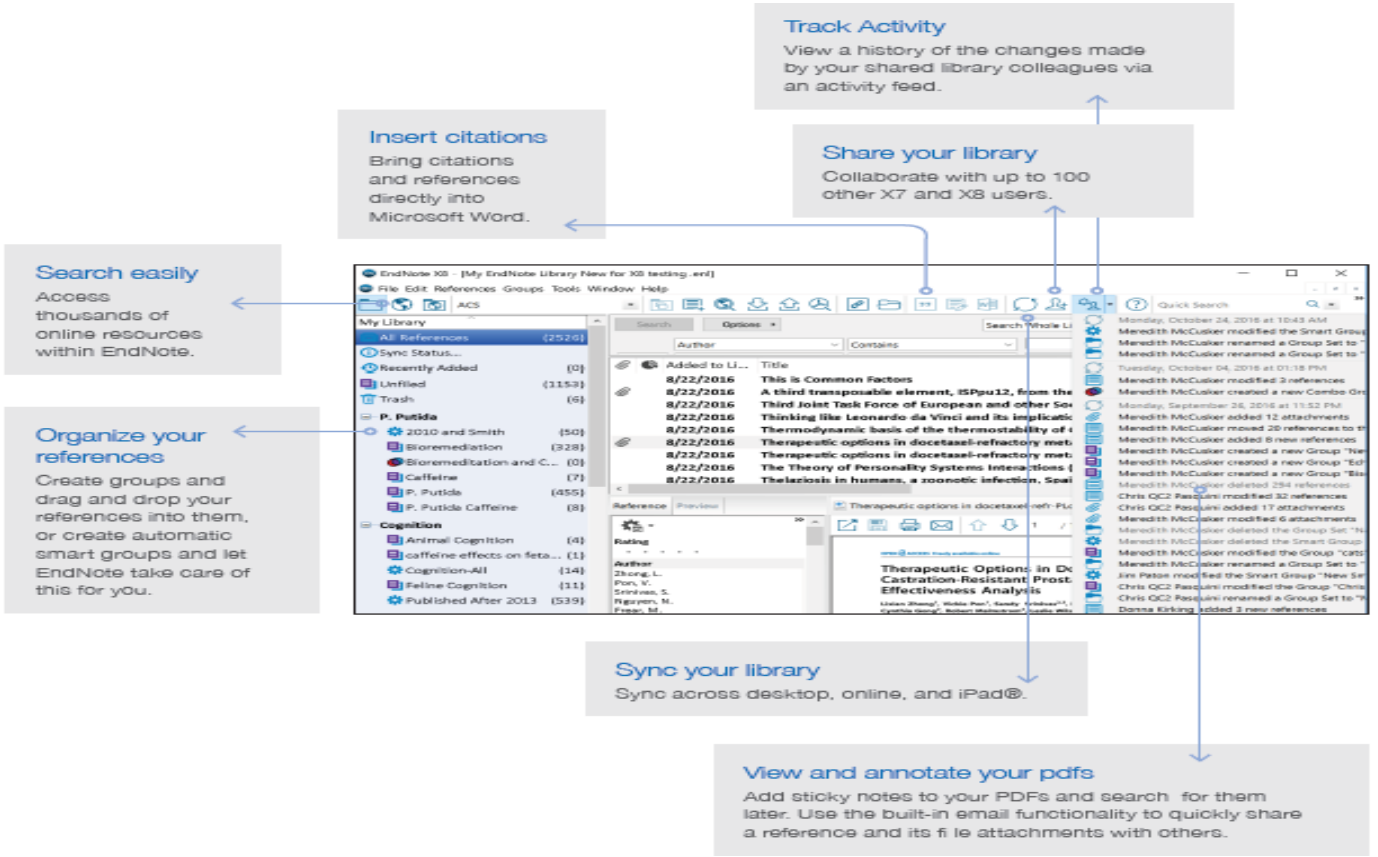


اجرای برنامه





محیط برنامه EndNote X8



Track Activity

View a history of the changes made by your shared library colleagues via an activity feed.

Insert citations

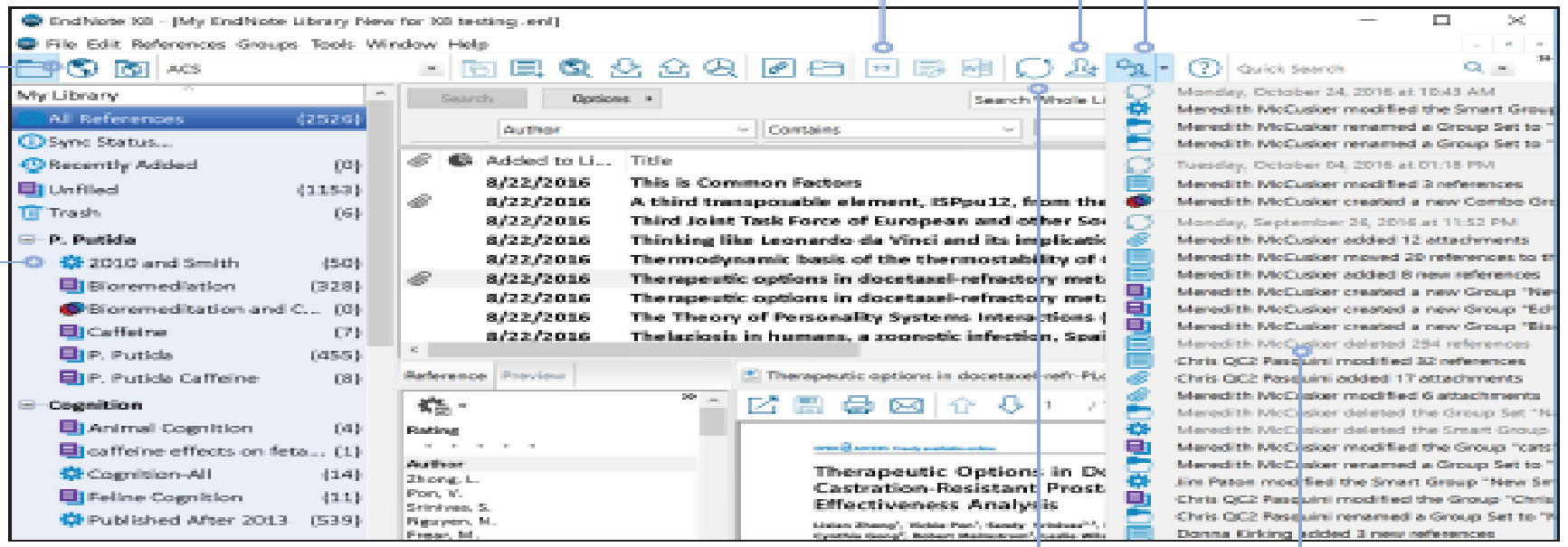
Bring citations and references directly into Microsoft Word.

Share your library

Collaborate with up to 100 other X7 and X8 users.

Search easily

Access thousands of online resources within EndNote.



Organize your references

Create groups and drag and drop your references into them, or create automatic smart groups and let EndNote take care of this for you.

Sync your library

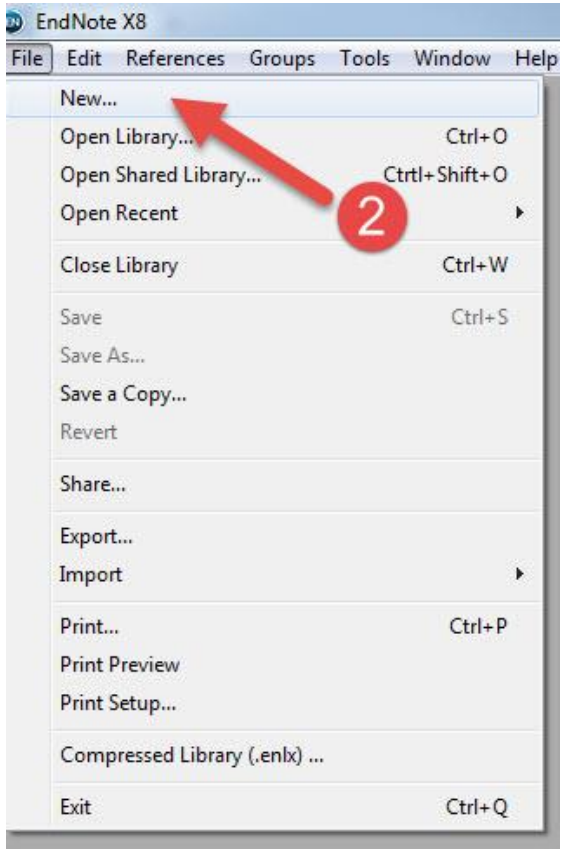
Sync across desktop, online, and iPad®.

View and annotate your pdfs

Add sticky notes to your PDFs and search for them later. Use the built-in email functionality to quickly share a reference and its fi le attachments with others.

نحوه ایجاد یک کتابخانه جدید

1.Open EndNote.
2.Select **File** and **New** and save your library



***Tip**: Consider saving all of your EndNote Libraries in one folder, on a shared network drive. This will help you find your EndNote Libraries again. Saving them on a shared drive will ensure that they are backed up.)*

Please note! When you create an EndNote Library, two files are created. The .enl file is your EndNote Library. The .Data file stores your PDFs. **These two files must stay together!**

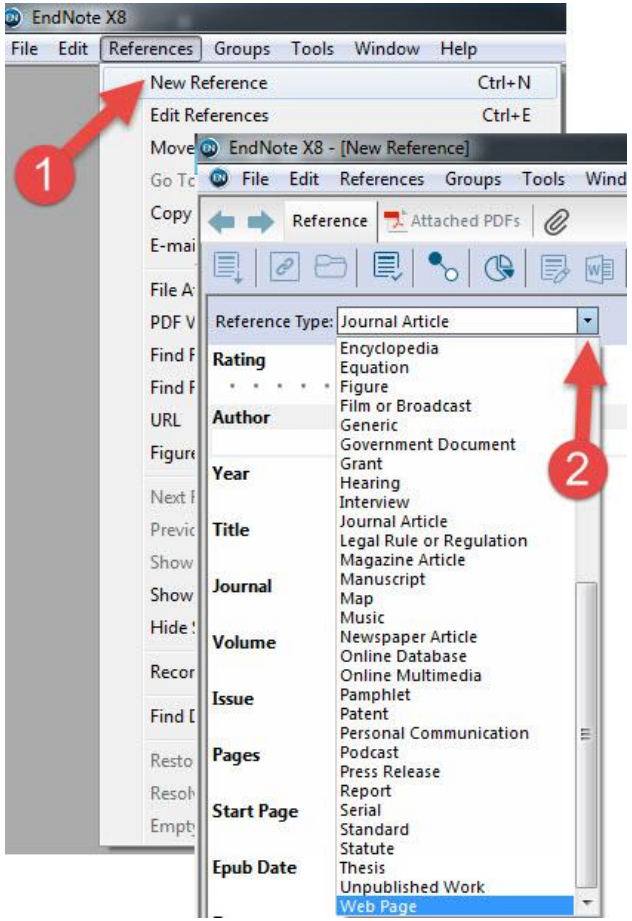
Tip: If you want to move your Library to another drive on your computer, be sure to move both files.

Add a Manual Reference (a book or website) to Your Library

1. Select **References, New Reference**.
2. Select **Reference Type**

(Tip: Choose Book Section for a book chapter)

4. Enter the applicable fields (i.e. Author, Title, Date, etc.)
5. Once you've filled in the fields, click on the small X in the upper right-hand corner of EndNote to close the record. The record will automatically save



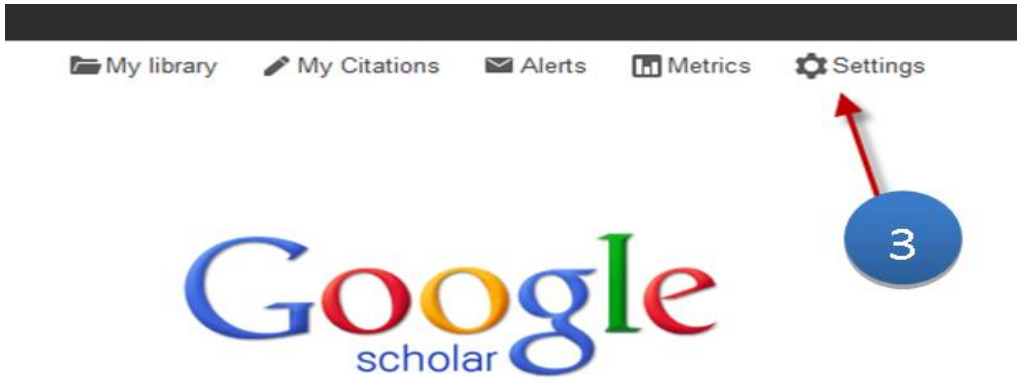
Tips:

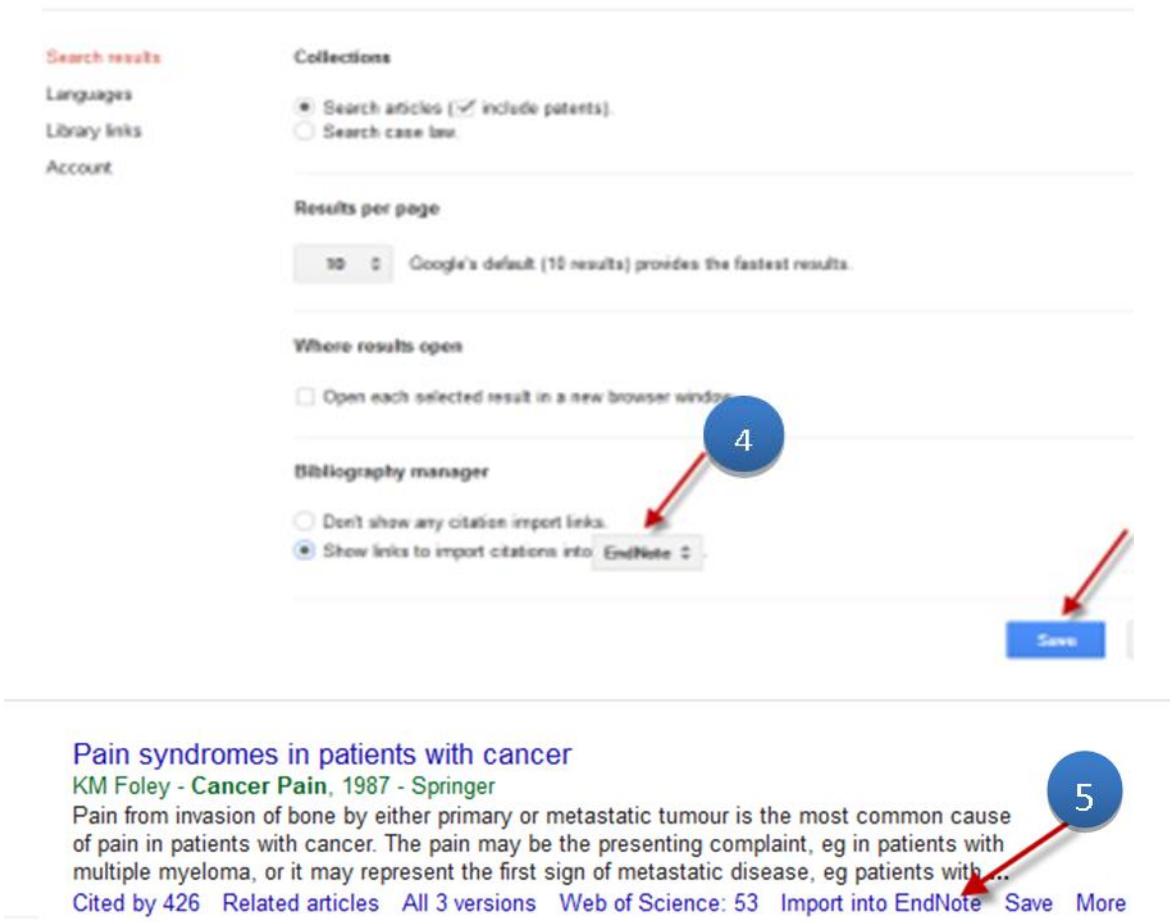
- **If you are entering an author's name the correct way is **last name, first name** Ex: Doe, Jane*
- **If you are entering a webpage, **be sure to include the URL and Access Date**.*
- **If your author is an organization (i.e. American Cancer Society) enter the organization's name into the Author field and be sure to put a comma after the name of the organization (.i.e. American Cancer Society,)*

Import Citations from Google Scholar

1. *Open the Endnote Library you would like to export references to.*
2. *Go to www.scholar.google.com*
3. *Go to **Settings**. (Settings are located in the top right-hand corner)*
4. *Select **Show links to import citations into Endnote** and choose **Save.***
5. *Search Google Scholar, and download your citation by selecting the **Import into EndNote button**. (Tip: In Internet Explorer, choose **Open** and the citation will download. In Firefox, you will choose **Open With** EndNote.).*

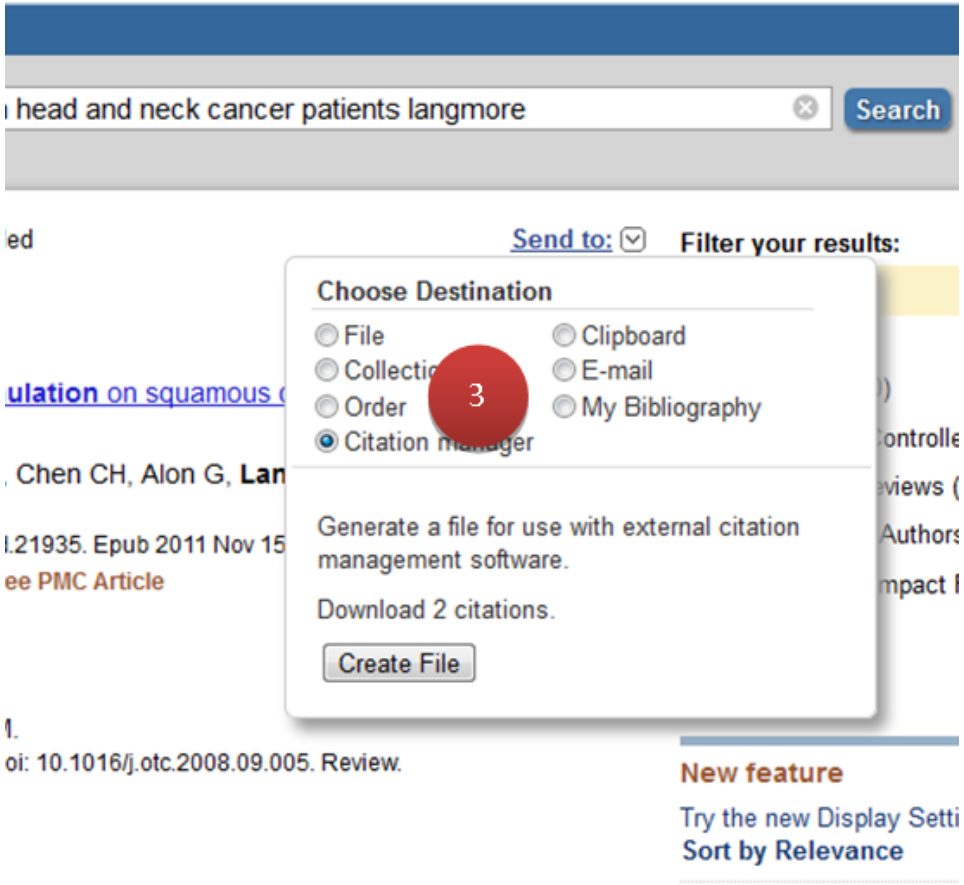
Import Citations from Google Scholar





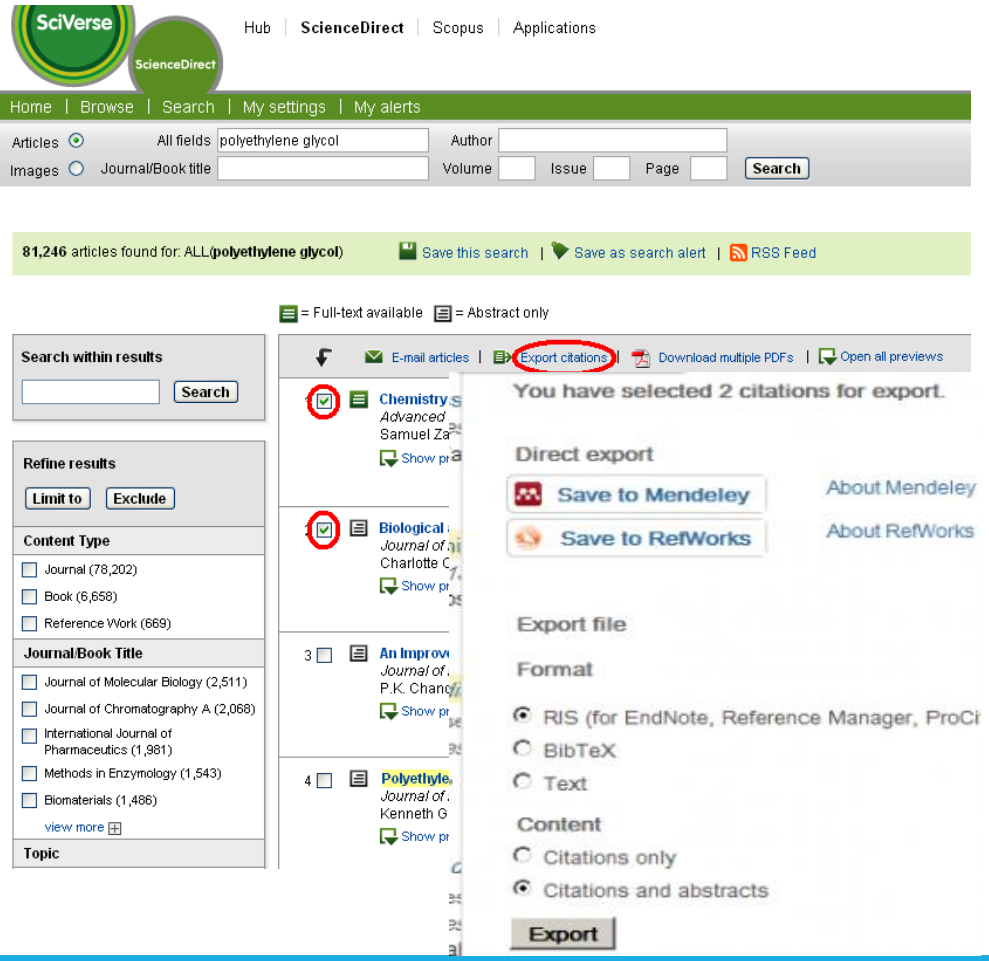
Import Citations from Pubmed

1. *Open the Endnote Library you would like to export references to.*
2. Find your article/s in PubMed, and select the articles you wish to download by checking the boxes next to the article titles.
3. Click on **Send to, Citation manager, Create File.**
4. Your reference should automatically download to EndNote. *(Tip: Your browser may take you through one extra step. In Firefox, you will **Open File**, in EndNote X8. In Internet Explorer you will **Open File**.)*



Import Citations from Sciencedirect

1. *Open the Endnote Library you would like to export references to.*
2. Find your article/s in Sciencedirect, and select the articles you wish to download by checking the boxes next to the article titles.
3. click export citations
4. In the Export Window
   - Click on Citations and Abstracts to export all the available metadata
   - Click on Ris format (for Reference Manager, ProCite, EndNote)
   - Click on Export

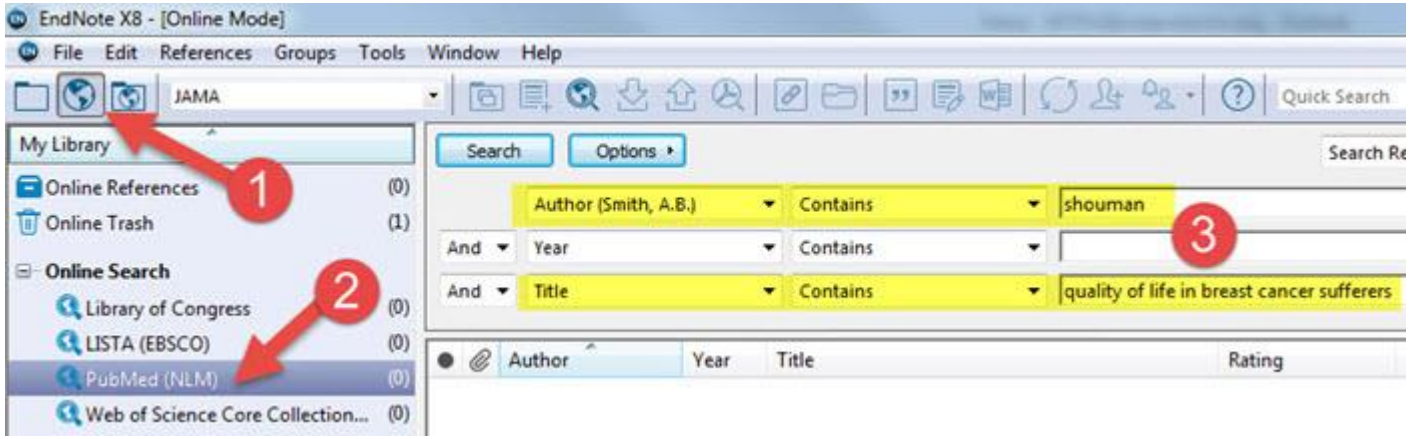


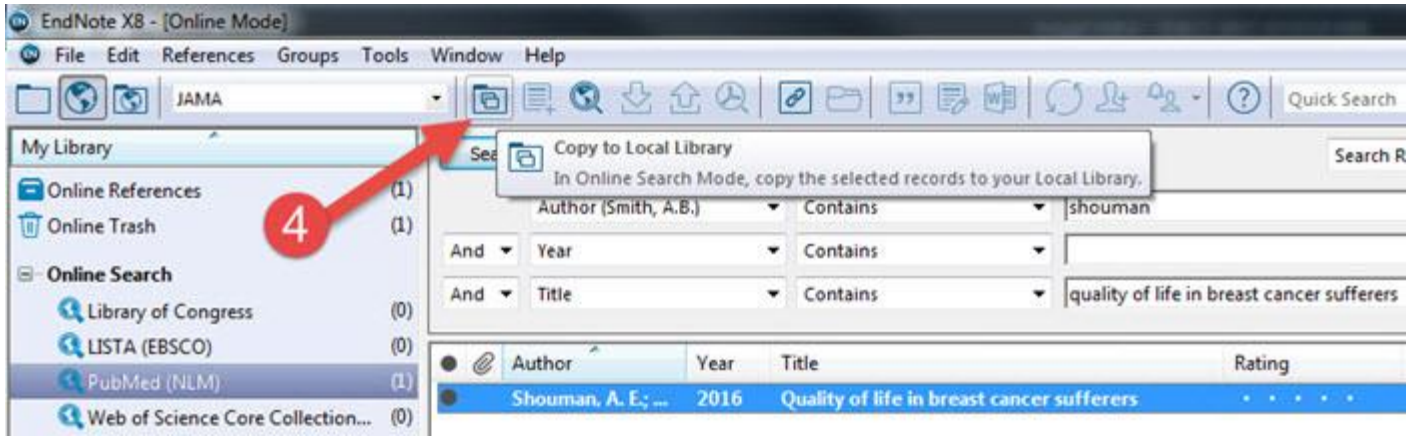
Download References Directly Through EndNote

1. *In EndNote, switch to the **Online Search Mode** by clicking on the globe/world icon.*
2. *Select **PubMed (NLM)**.*
3. *Enter the beginning of the title and the author's last name and select **Search**.*

(Tip: You don't have to search for the whole article title. Sometimes EndNote can get hung up on a sign or symbol (i.e. +, ~, -). You can also search for the year.)

4. *Select the reference/s you would like to add to your library and click on the button to Copy to Local Library.*



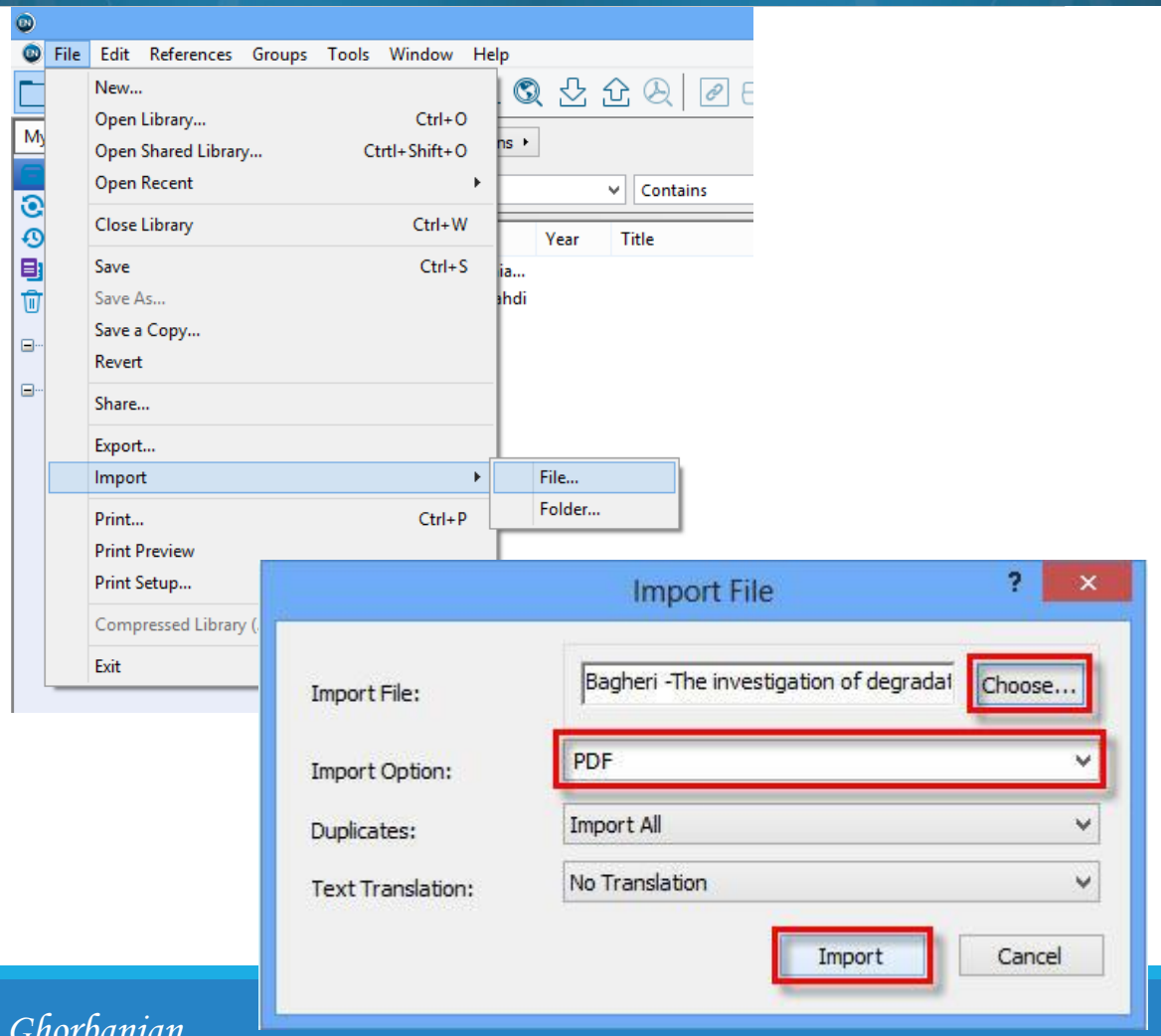


Import PDFs with References into EndNote

You can import publisher-created PDFs into EndNote and, in many cases, EndNote will create a reference in your EndNote library at the same time. EndNote can extract the reference information using its Digital Object Identifier (DOI). If the DOI is not present the PDF will be imported, but you will need to do extensive editing of the reference information.

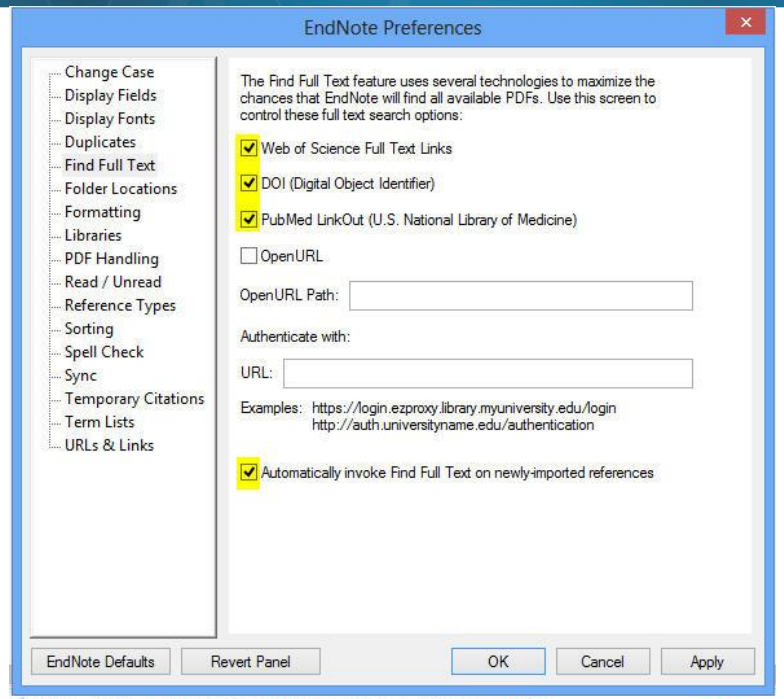
To Import PDFs with References into EndNote:

1. *Open your EndNote library and click File.*
2. *Click Import, then File. Choose the PDF or file of PDFs that you wish to import.*
3. *Choose PDF as your import option. Click the Import button.*



Attach full-text PDFs to your EndNote Records

1. In EndNote, go to **Edit**, **Preferences** and select **Find Full Text**.
2. Check all four boxes, and type the URL into the **Open URL Path** box.
3. **Apply** the changes and click **OK**.
4. Next, highlight the references for which you want to find the full-text PDFs and click on the Find Full Text icon at the top of the screen.

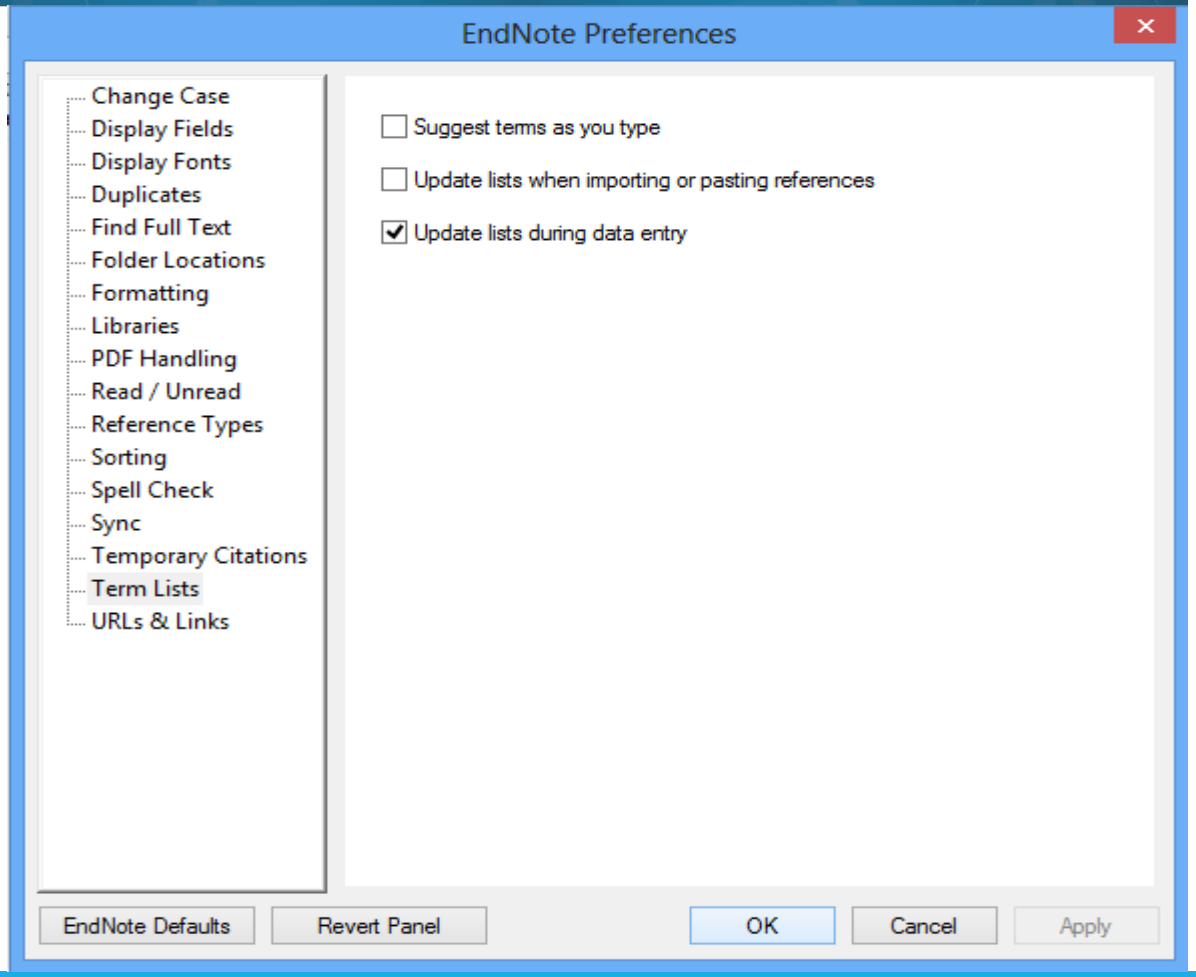


Update your Journal Names or Term Lists

Some publishers require citations to include the full journal title, while others require abbreviations. To address this issue, EndNote uses term lists. The term list corrects journals names and abbreviates them appropriately. If you have multiple EndNote libraries, you will need to import the journal term list separately for each library.

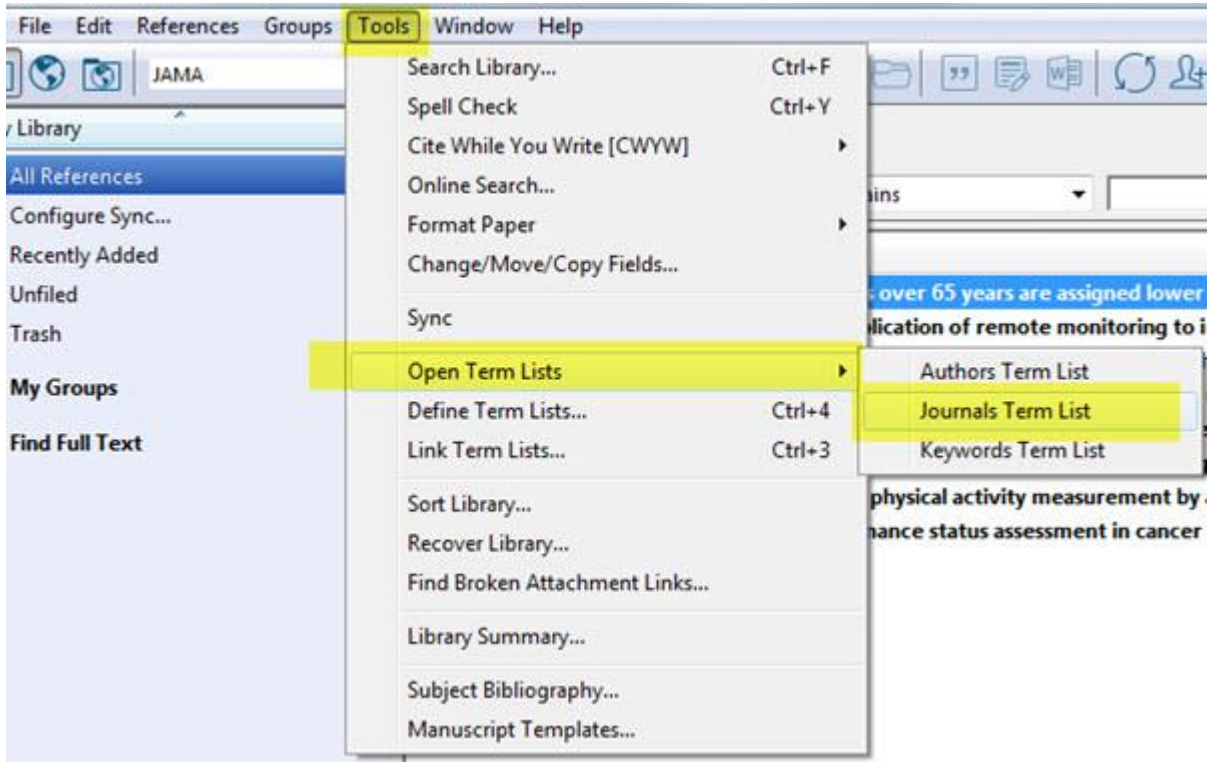
To Update your Journal Names or Term Lists:

1. In EndNote, go to **Edit**, **Preferences**, select **Term Lists**. Uncheck the boxes for **Update lists during data entry** and **Update lists when importing or pasting references.** Choose **Apply** and **OK.**



Update your Journal Names or Term Lists

2. Next, go to **Tools**, **Open Term Lists**, **Journals Term List**.
3. In the Terms tab, select all journals (Ctrl +A) and click **Delete Term**
4. In the **Lists** tab, select **Journals** and click **Import List.**
5. You can find your term list under your **Local Disk (C:)**, **Program Files**, **EndNote X8**, **Term Lists**. Select **Medical.txt** and choose **Open**.



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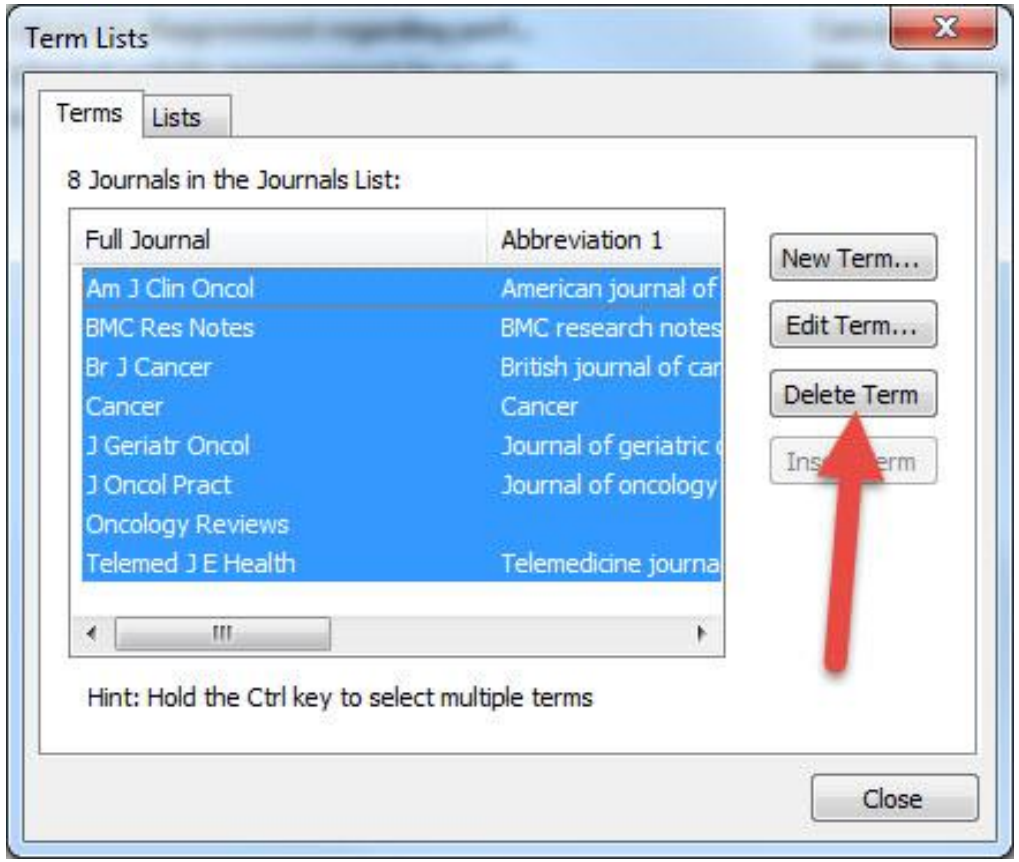

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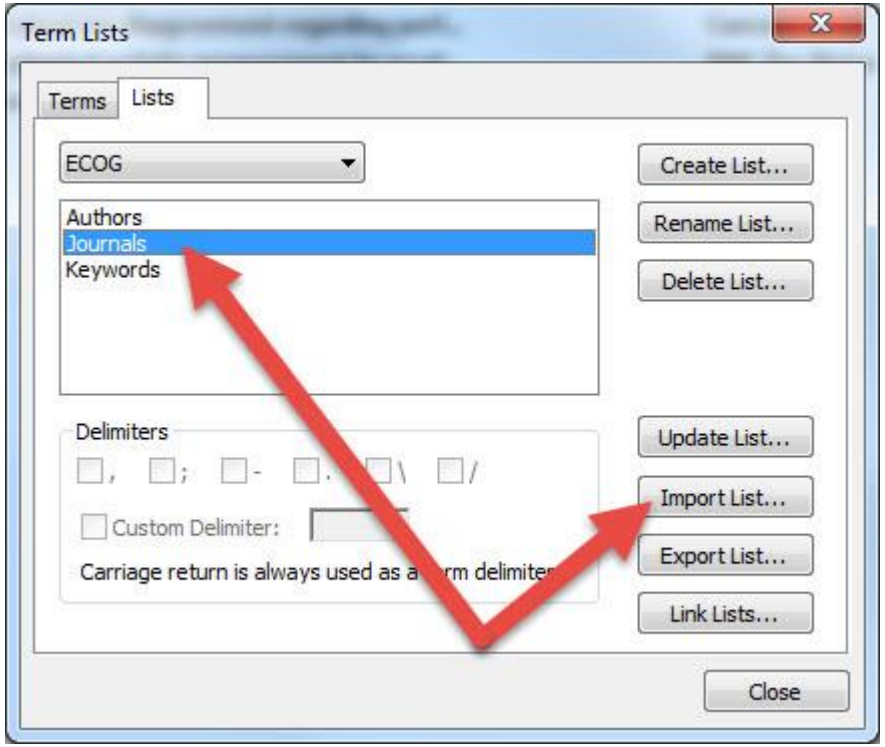

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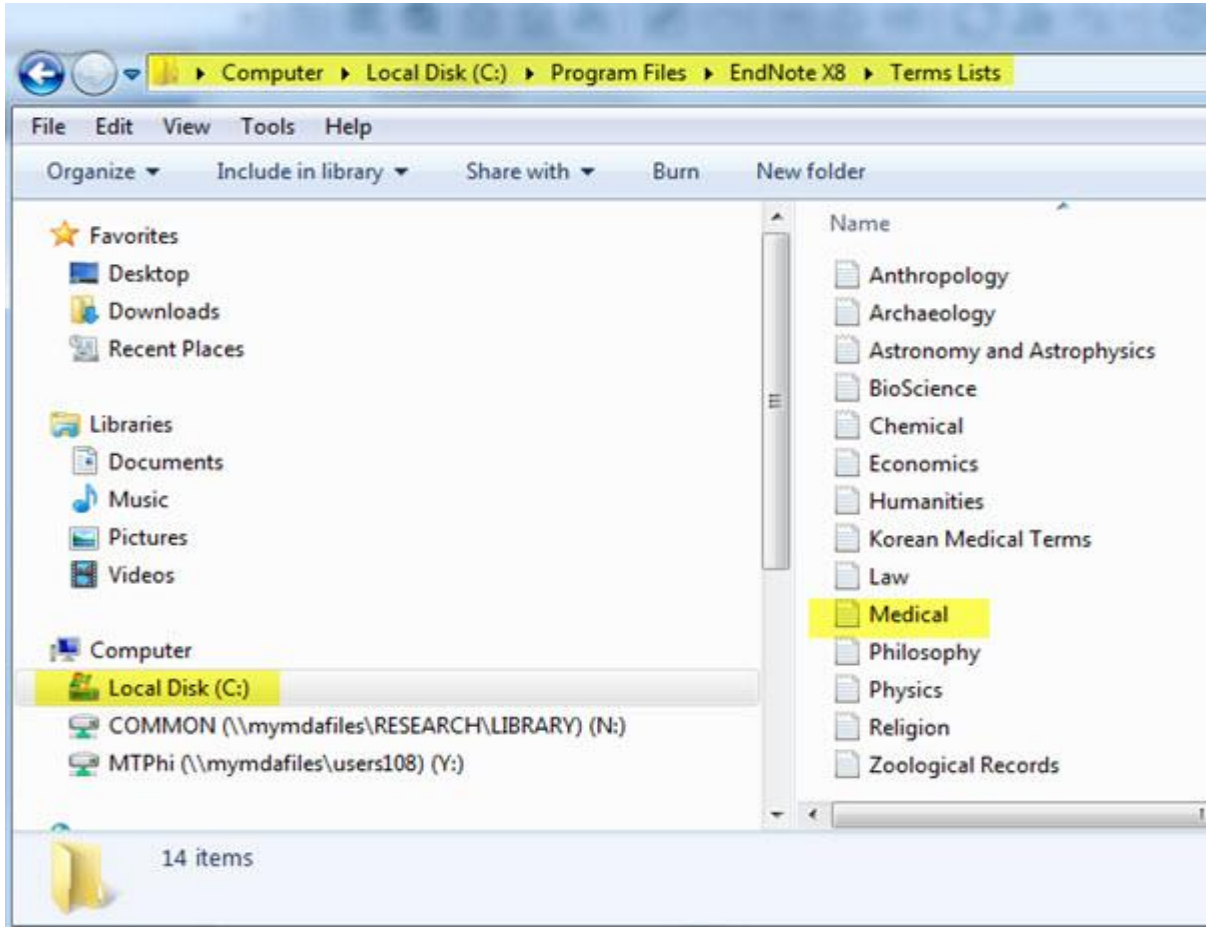
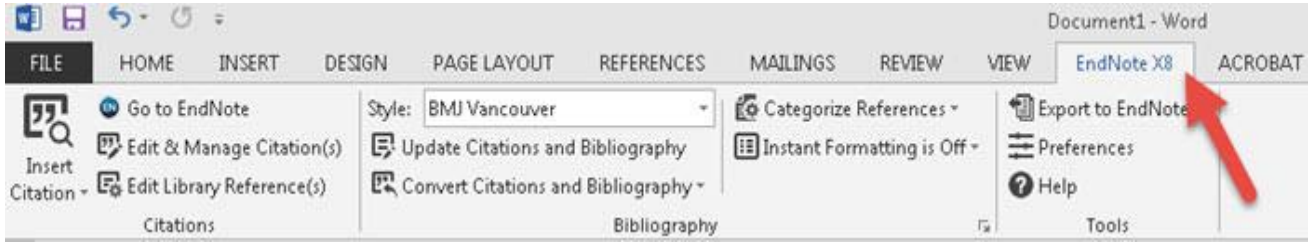
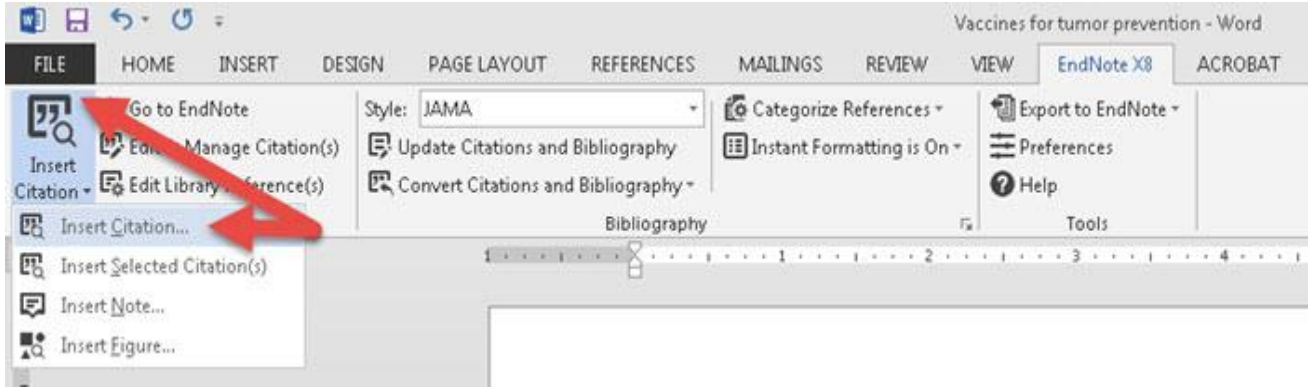


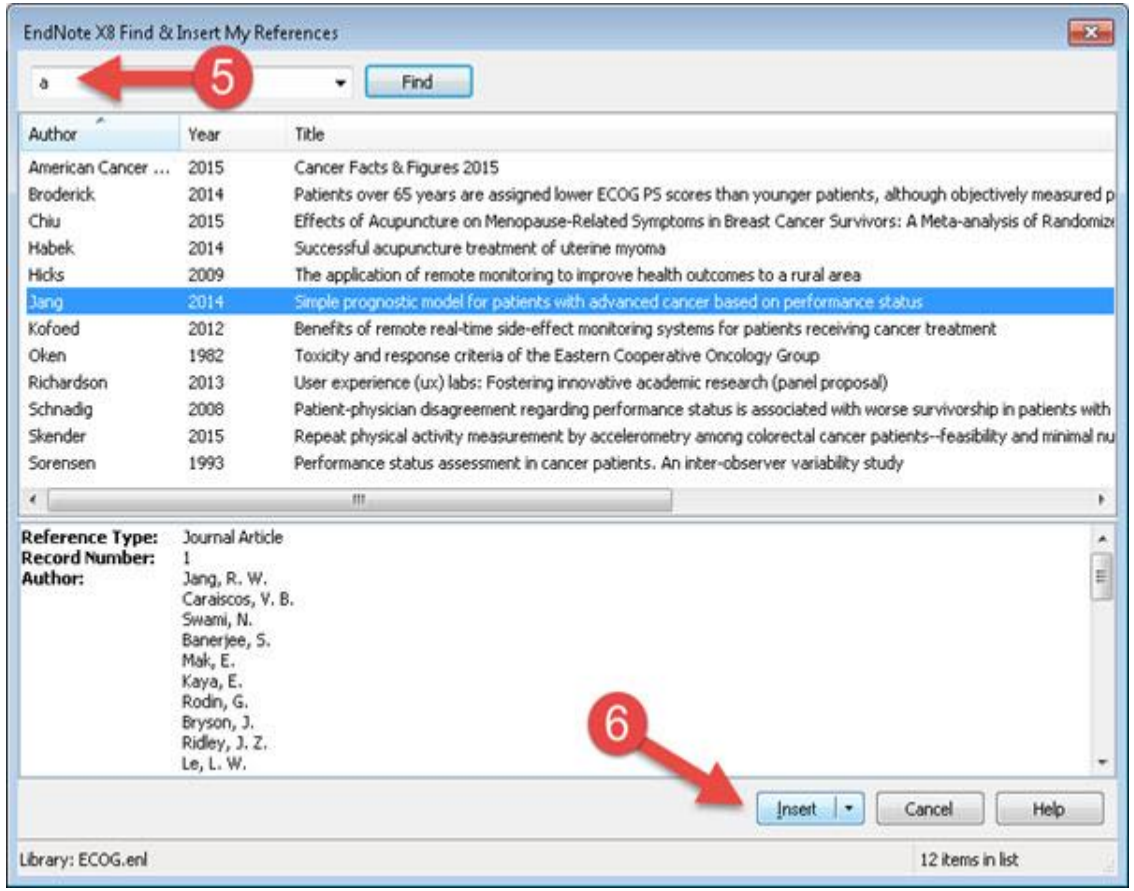
To Insert a Reference into your Manuscript

1. Your EndNote Library and your Word document must be open at the same time.
2. Select the **EndNote X8** tab in Word.
3. Place your cursor in the Word document, wherever you are prepared to cite.
4. Select **Insert Citation** and **Insert Citation**
5. A pop-up window will appear. Enter the letter “a” into the search box and hit the Enter key on your keyboard. You will then see a list of citations from your open EndNote library.
6. Select one or more citations (select more than one by holding down the Ctrl key on your keyboard) and select Insert. The citation will insert in the text and in the bibliography at the same time

To Insert a Reference into your Manuscript



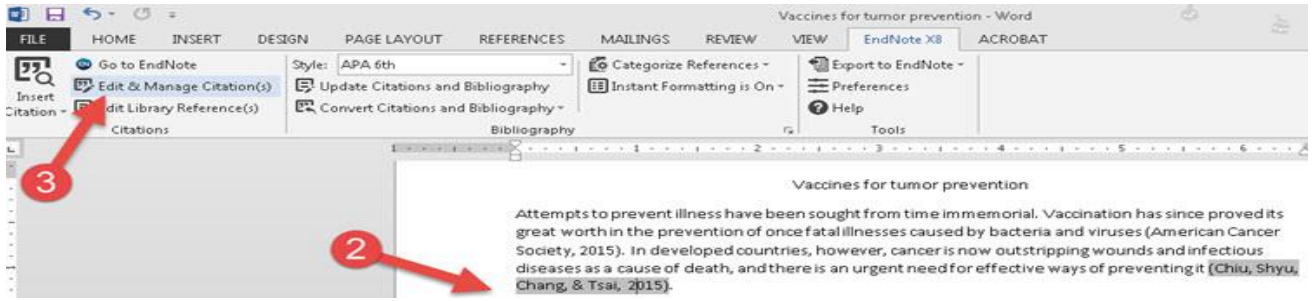


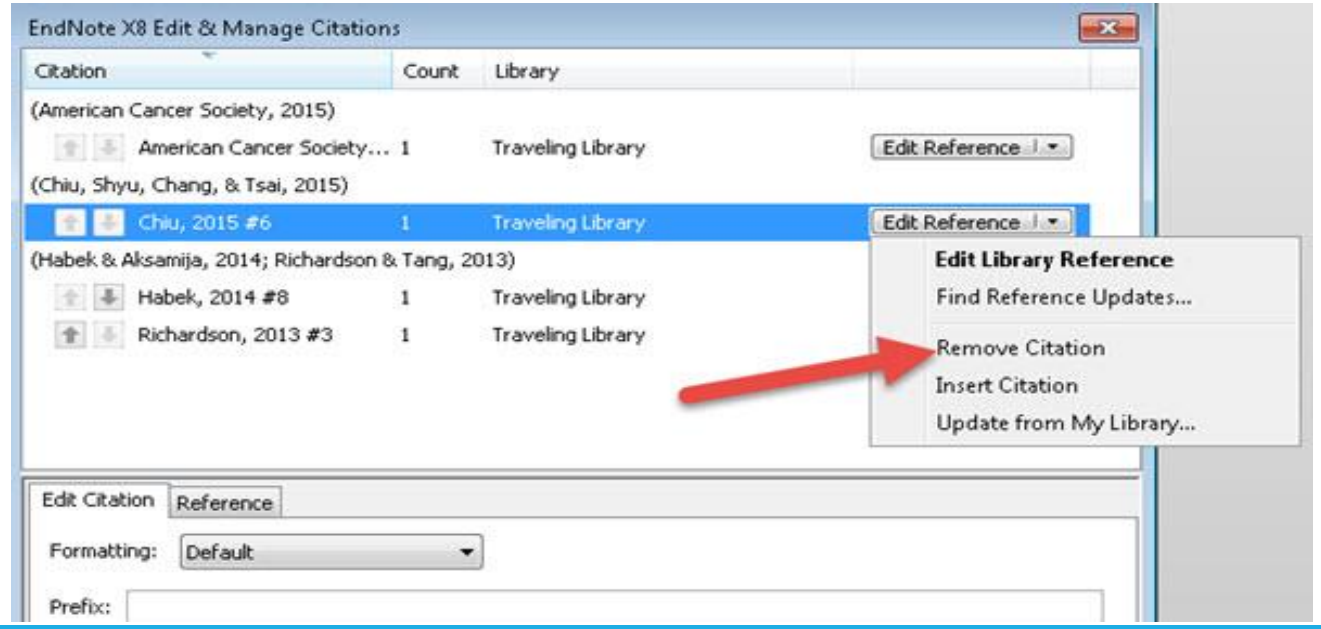


To Delete a Reference from your Manuscript

IMPORTANT! *Do not use the backspace key to delete an Endnote Reference from Word.*

1. Highlight the citation in your Word document that you would like to delete.
2. Go to the EndNote X8 tab
3. select **Edit & Manage Citation(s)**
4. A window will pop-up with a listing of the citations you have entered into your manuscript so far. The citation you highlighted will be highlighted blue. Select the **Edit Reference** tab next to your citation and choose **Remove Citation.**





Finding Your Journal Style in EndNote

1. First, search for your journal style in EndNote. Use the pull-down menu to **Select Another Style.**
2. A small window will pop-up and you can choose your style.
3. If you do not see your style, go to endnote.com/downloads/styles. Search for your journal name and select **Apply**. When you find your journal name, click the **Download** button.
4. You will be prompted to open or save, choose **open** and the style template will open in your Endnote library.
5. In EndNote, go to file, save as and save the style as the journal name so you can find it again. You can then close the style template by using the small "x" in the upper right-hand corner.
6. Your style will not automatically appear in your Word document. In Word, go to your style menu and **Select Another Style**. Choose your style.

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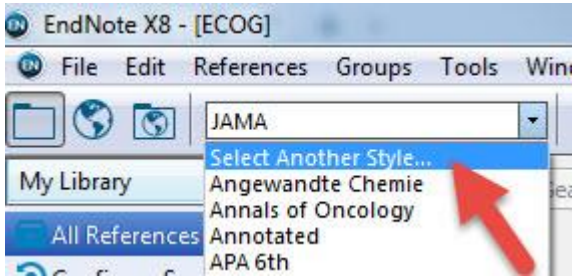

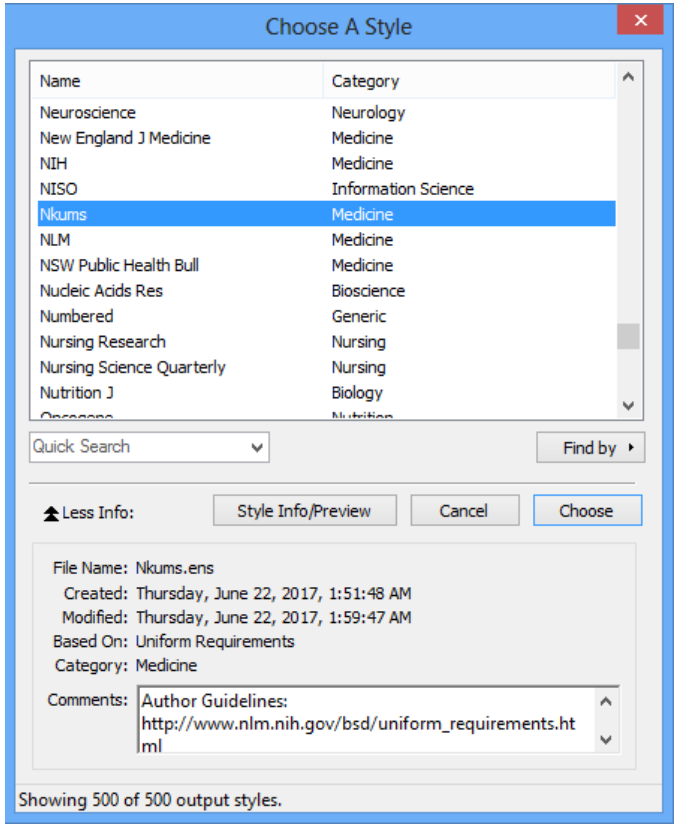

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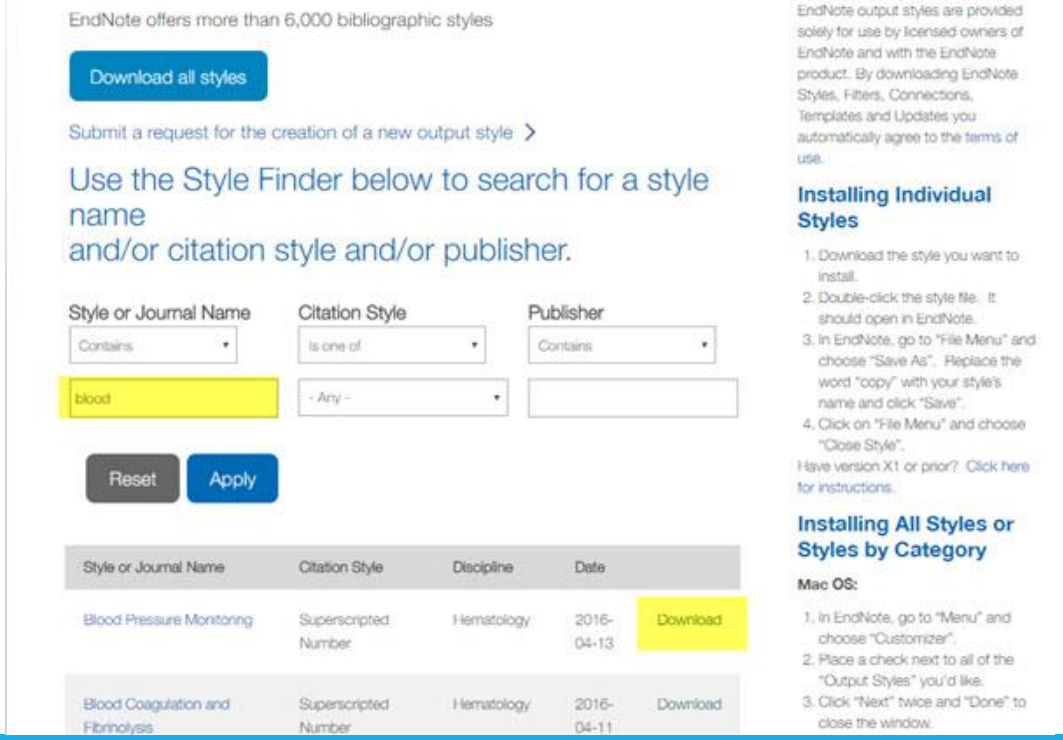
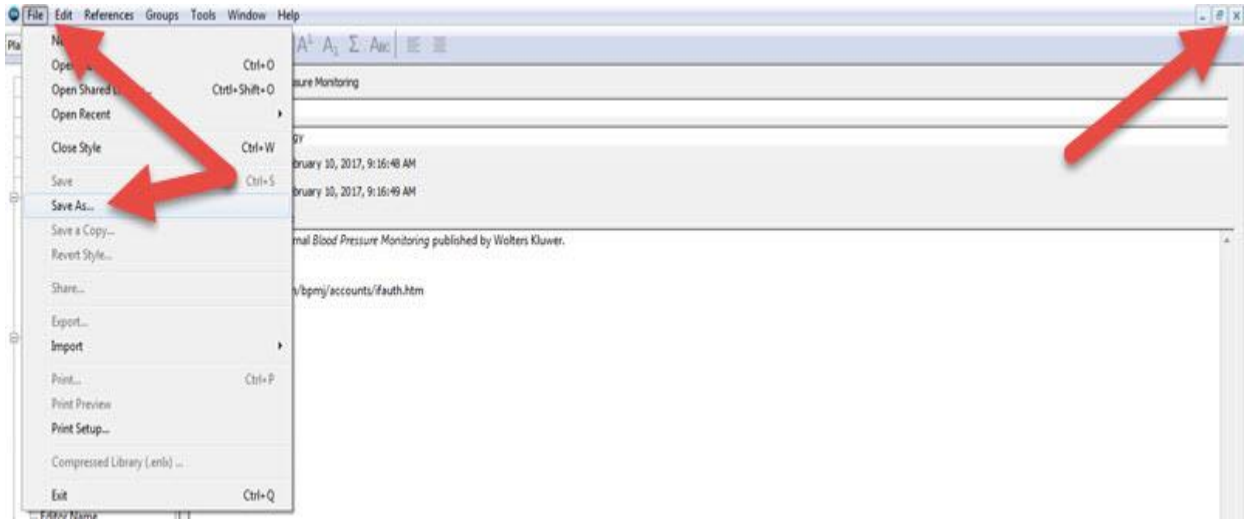




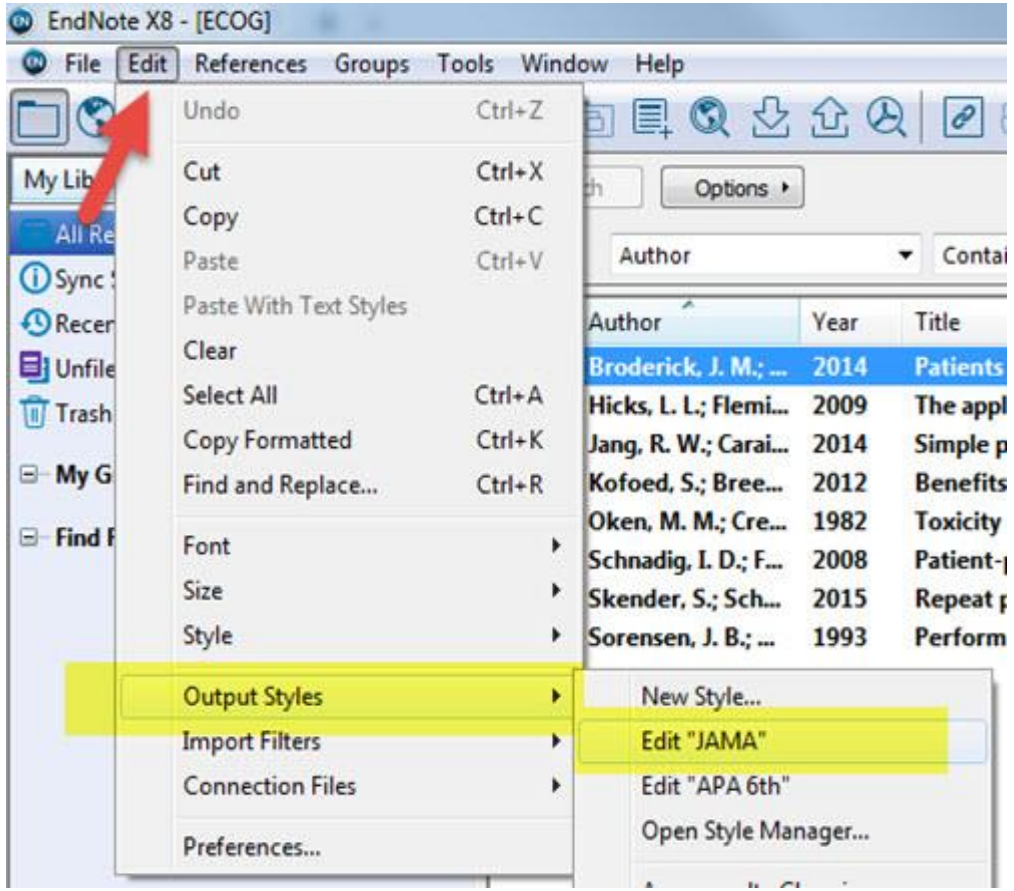
Editing an EndNote Output Style

If you are unable to find the style in EndNote's Online Database, try searching your journals website under Author Guidelines. Sometimes they will include a style that you can download. If not, you may need to modify an existing style.

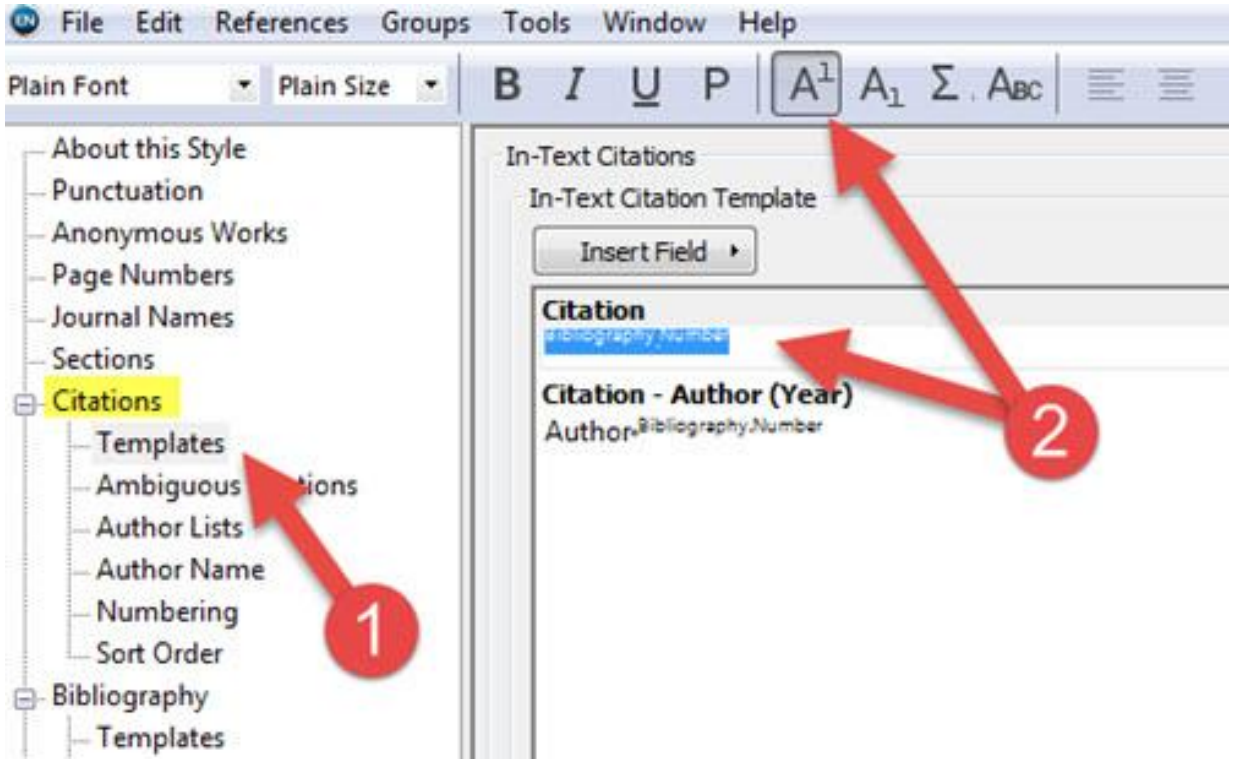
To Edit an EndNote Style:

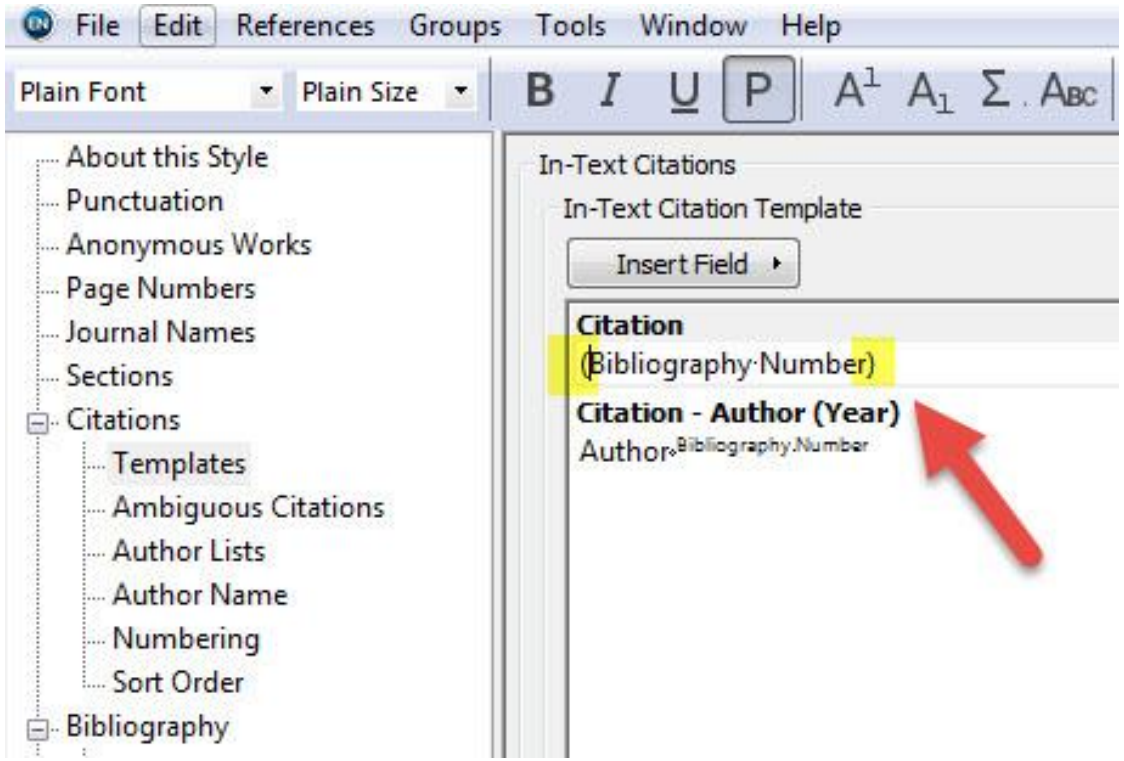
1. Most biomedical journals follow the JAMA style so it's easiest to work from the JAMA template to modify a style. Start by selecting JAMA in EndNote. Do this by clicking on the Edit menu, and **Select Another Style**. Choose **JAMA**.

2. In EndNote, go to **Edit**, **Output Styles**, **Edit "JAMA"**.

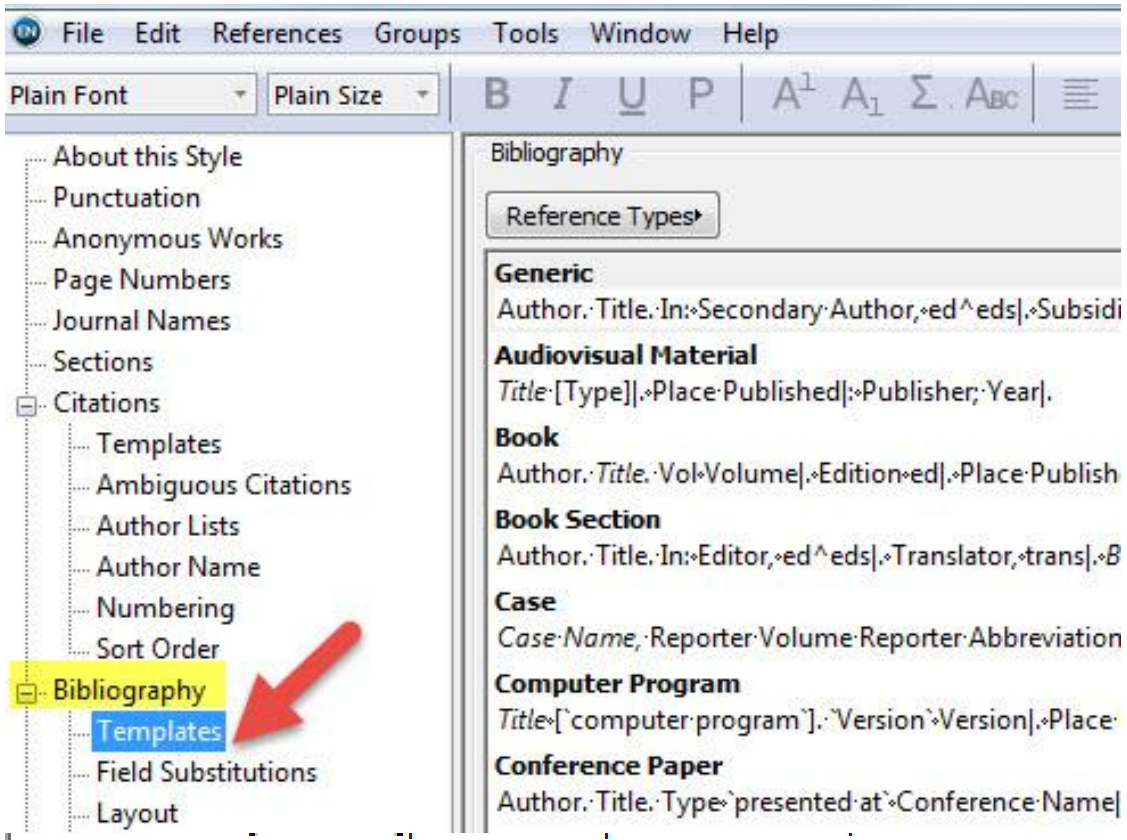


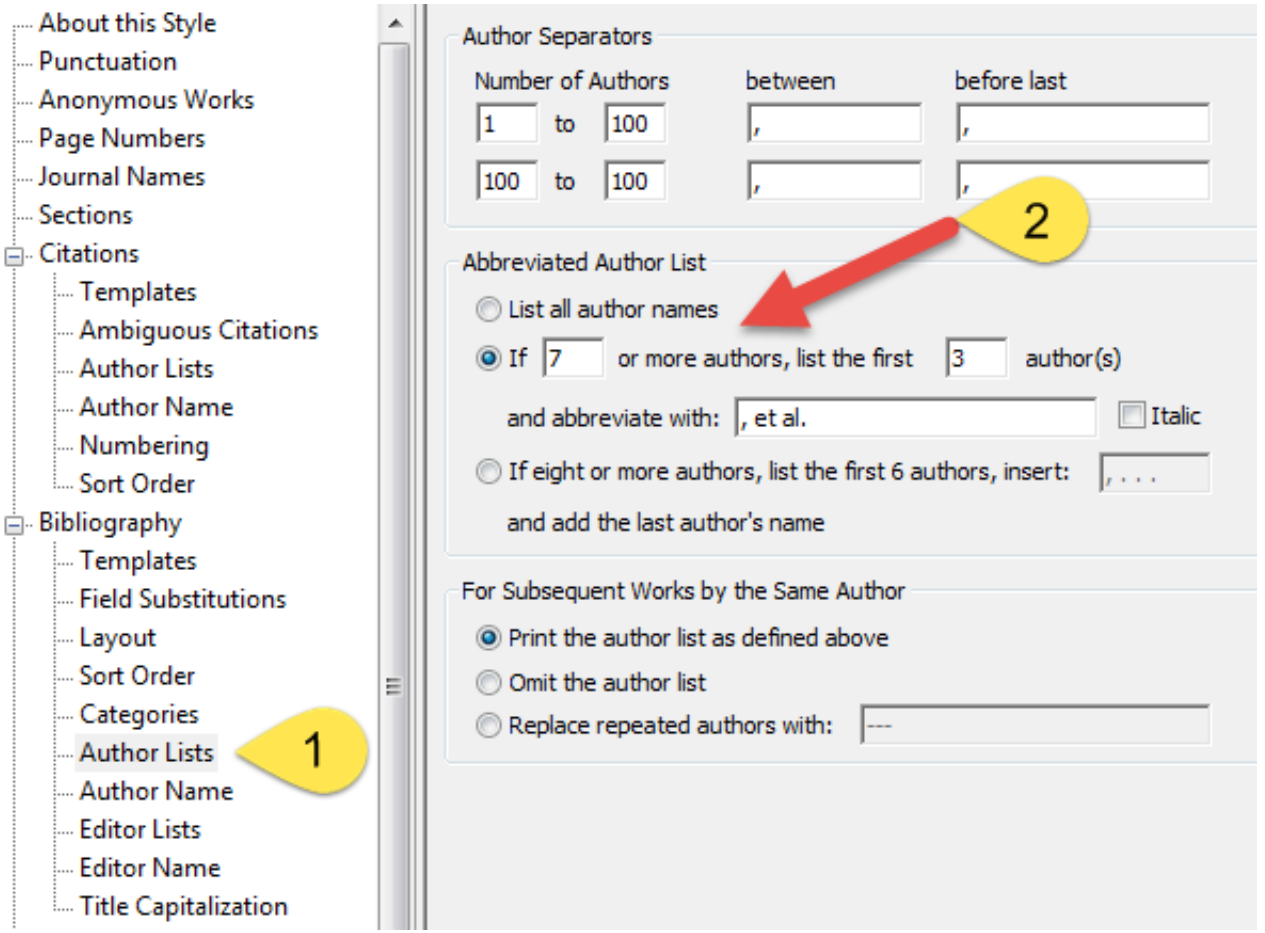
Editing an EndNote Output Style





Editing an EndNote Output Style





Editing an EndNote Output Style

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