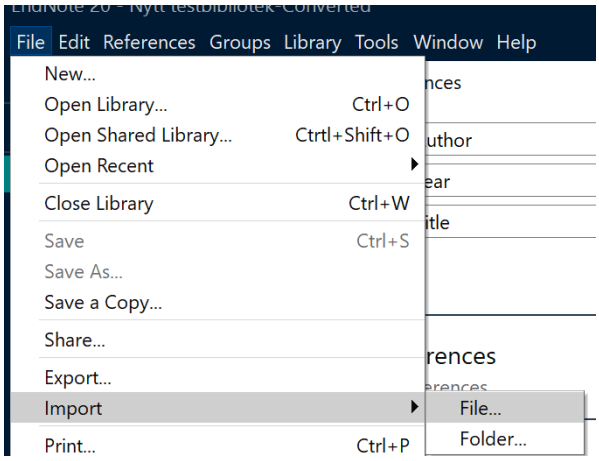
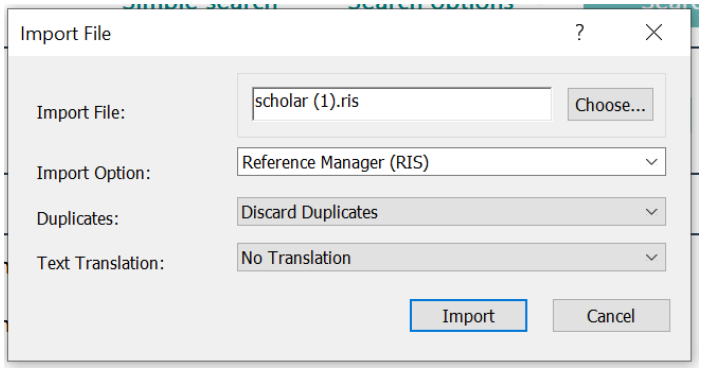
How to import references in EndNote 20

In the vast majority of databases you can export references from a search to EndNote. It looks different in different databases, but there is usually a button that says either *export*, *cite*, or *send to citation manager*. Clicking this will download a file with the desired references. For almost all databases this file will be in RIS-format. PubMed is a notable exception, see separate instructions below.

The downloaded file can be imported into EndNote in two ways. Double-clicking on the file automatically imports the references into EndNote. The disadvantage of this method is that the software will not check for duplicates. Over time, this can lead to a lot of duplicates in the library, which can cause problems when working in Word. If you instead manually import the file, you can choose to automatically discard duplicates. To do this click on **File** and choose **Import file**.



Select the file you whish to import. Under the **Import option**, select **Reference Manager (RIS).** Tick the option **Discard Duplicates** to automatically discard duplicates.



It is always important to check the references you have imported. Has all the important information been imported into the correct field? You can always edit a reference manually in EndNote if necessary.

PubMed

PubMed does not use the RIS format. If you are in PubMed and click on **Send to** and choose **Ciatation Manager**, the references will instead be exported to nbib-format. It works the same as RIS in that it should be imported automatically without a duplicate check if you double-click the file. The only difference from RIS is that if you do manual import as described above, you choose **PubMed (NLM)** under **Import options** instead of Reference Manager (RIS). The first time you do this you need to find PubMed (NLM) under **Other Filters** in the drop-down list. After doing this once EndNote will remember your choice and add it to the list of presets.