

EndNote Tips for Engineering Databases

Kresge Engineering Library
<http://www.lib.berkeley.edu/ENGI/>

EndNote import filters allow you to save citations from library databases into your EndNote libraries. For some library databases, you can export records directly into EndNote. For others, you must first save the relevant records as a text file, then import them using the appropriate filter. This guide describes the best methods to use on the computer with your EndNote libraries. **For additional methods and custom filters, please consult the web version of this guide at <http://www.lib.berkeley.edu/ENGI/guides/endnote.html>.**

Note: No filter can accommodate all variations in citation formats. **Be prepared to edit imported records so that they appear correctly in your citations and bibliographies.**

Direct Export – One Step

In Compendex:

1. Use the **Results Manager** at the top or bottom of the page
2. Choose **Detailed record** as your format
3. Click on the **Download** button
4. Select **RIS, EndNote, ProCite, Reference Manager** then click on the **Download** button
EndNote should open automatically – select a library and the records will download themselves

In INSPEC:

1. Mark relevant records to create a Marked List
2. Click on the **Marked List** button at the top of the screen
3. Select additional fields to include (e.g., abstract)
4. Click on the **Save to EndNote, RefMan, Procite** button on the bottom of the screen
EndNote should open automatically – select a library and the records will download themselves

In Web of Science:

1. Mark relevant records to create a Marked List
2. Click on the **Marked List** button at the top of the screen
3. Select additional fields to include (e.g., abstract)
4. Click on the **Save to EndNote, RefMan, Procite** button on the bottom of the screen
EndNote should open automatically – select a library and the records will download themselves

Save & Import – Two Steps

Step 1: Save the Relevant Records as a Text File

In Melvyl:

1. Click on the **Print/Email** button
2. Set your options:
 - Step 1: Select **Preview/Print**
 - Step 2: Select either **Selected, All** or a **Range**
 - Step 3: Select **Long (Tagged)** for the print format
 - Step 4: Change **All** to **UC Berkeley** for the location
3. Click on the **Go** button
4. Click on the **View** button on the next page
5. Save the records to your **Desktop** as a **text** file (e.g., melvyl.txt)
Note: You need to use the **File > Save as** option in your browser

In Engineered Materials Abstracts:

1. Click on the **Save, Print, Email** link
2. Set your options:
 - Select either your **marked records** or a **range of records**
 - Change **Short format** to **Full format – no references** using the pull-down menu
 - Select your **File Format** (PC, Macintosh, Unix)
3. Click on the **Save** button
4. Save the records to your **Desktop** as a **text** file (e.g., ema.txt)

In Environmental Sciences & Pollution Management:

1. Click on the **Save, Print, Email** link
2. Set your options:
 - Select either your **marked records** or a **range of records**
 - Change **Short format** to **Full format – no references** using the pull-down menu
 - Select your **File Format** (PC, Macintosh, Unix)
3. Click on the **Save** button
4. Save the records to your **Desktop** as a **text** file (e.g., espm.txt)

In Metadex:

1. Click on the **Save, Print, Email** link
2. Set your options:
 - Select either your **marked records** or a **range of records**
 - Change **Short format** to **Full format – no references** using the pull-down menu
 - Select your **File Format** (PC, Macintosh, Unix)
3. Click on the **Save** button
4. Save the records to your **Desktop** as a **text** file (e.g., metadex.txt)

In PubMed:

1. Change the **Display** option from **Summary** to **MEDLINE**
2. Change the **Send to** option to **File**
3. Save the records to your **Desktop** as a **text** file (e.g., pubmed.txt)

Step 2: Import the Text File using the Appropriate Filter

In Endnote:

1. Choose **Import** from the **File** menu
2. Click on the **Choose File** button and select the text file from your **Desktop**
3. Select the appropriate filter from the **Import Option** menu - use **Other Filters...** if necessary:
 - For Melvyl – **U California**
 - For Engineered Materials Abstracts – **Eng Mats Abs (CSA)**
 - For Environmental Sciences & Pollution Management – **Environmental Sci (CSA)**
 - For Metadex – **METADEX (CSA)**
 - For PubMed – **PubMed (NLM)**