

# 2020 UF/IFAS Annual Report of Peer-reviewed Journal Articles

## – EndNote Basic Tutorials

### Importing references from *Web of Science*

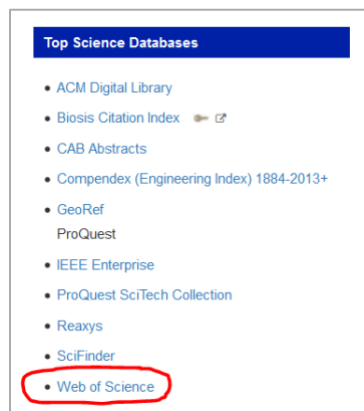
(NOTE: Off-campus must connect to VPN before accessing UF Library electronic resources)

1. Log into EndNote Basic Account (<https://access.clarivate.com/login?app=endnote>)

### Access Web of Science

1. Open Marston Science Library home page ([www.marston.org](http://www.marston.org))
2. Select “Databases”

4. Select *Web of Science*



5. *Web of Science* search interface displays
6. Enter search terms and settings
  - a. Select a database: Web of Science Core Collection (default)
  - b. Basic Search (default)
    - i. Type search term and select search type - Use lowercase or uppercase
      1. First words of article title and select “Title” as search type

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Web of Science

Select a database: Web of Science Core Collection

Basic Search | Cited Reference Search | Advanced Search | Author Search

genetic and potential coinfection [X] Title [v] Search Search tips

Timespan: Custom year range | 2019 | to | 2019

-OR-

2. Faculty member name and select “Author” as search type

Web of Science

Select a database: Web of Science Core Collection

Basic Search | Cited Reference Search | Advanced Search | Author Search

chu, chia-ching [X] Author [v] Search Search tips

Timespan: Custom year range | 2019 | to | 2019

- c. Update “Timespan”
  - i. Custom year range – 2020 to 2020      -or-
  - ii. Year to date
    - 1. Optional, if searching during 2020
    - 2. Do not use if searching in 2021
- ci. Click “Search”
- cii. List of results displays

Web of Science

Search | Tools | Searches and alerts | Search History

Results: 1 (from Web of Science Core Collection)

You searched for: TITLE: (genetic variation and potential coinfection) ...More

Create Alert

Refine Results

Search within results for...

Sort by: Date | IF | Times Cited | Usage Count | Relevance | More

1. Genetic variation and potential coinfection of Wolbachia among widespread Asian citrus psyllid (Diaphorina citri Kuwayama) populations

By: Chu, Chia-Ching; Hoffmann, Mark; Braswell, W. Evan; et al.

INSECT SCIENCE Volume: 26 Issue: 4 Pages: 671-682 Published: AUG 2019

Free Full Text from Publisher | View Abstract

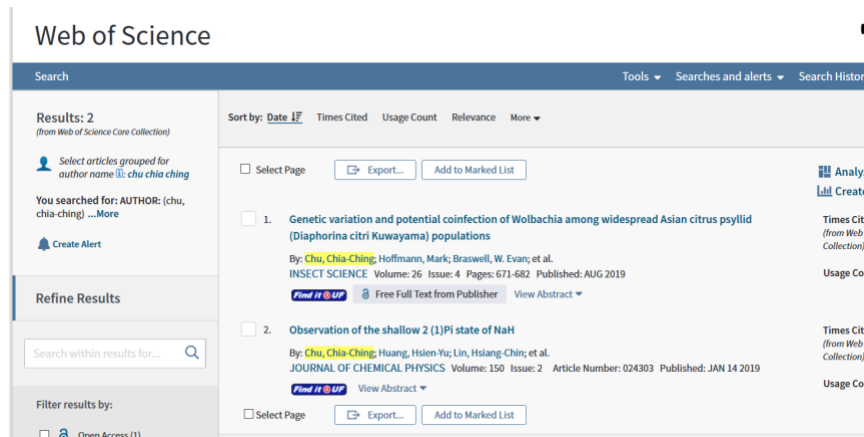
Times Cited: (from Web of Science Core Collection)

Usage Count

Title Search results

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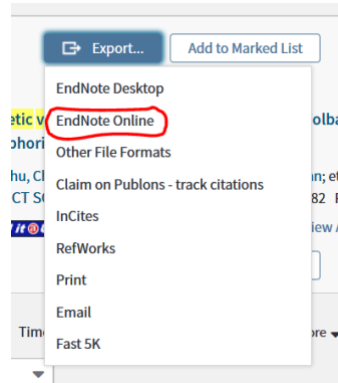


Author Search results

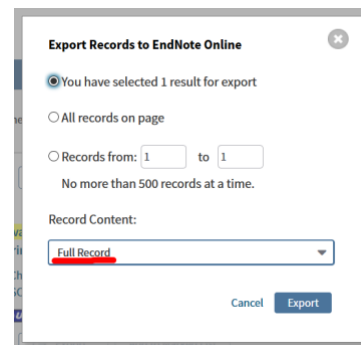
- f. Search terms are highlighted in results
7. There are two options for moving references out of *Web of Science* and into EndNote Basic.

**Export** (This is the easiest process and is described here)

- a. Confirm and select the correct reference(s)
- b. Click “Export”
- c. Select “EndNote Online” (aka: EndNote Basic)
  - i. This will become the ‘default destination’ for the duration of the *Web of Science* session



- d. “Export Records ...” window displays
  - i. Select “Full Record” from “Record Content” drop down menu

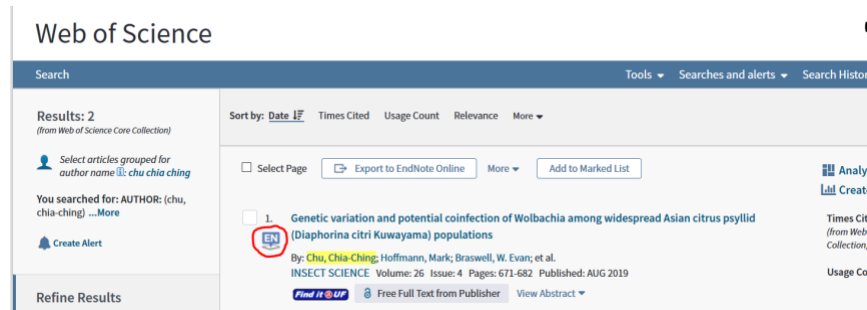


- e. Click “Export”
  - i. EndNote Basic account **must** be open for export to be successful
- f. Export Progress window appears
- g. When Export is completed, Progress window disappears and results list is updated

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- i. The icon indicates the reference(s) have been successfully exported into EndNote Basic

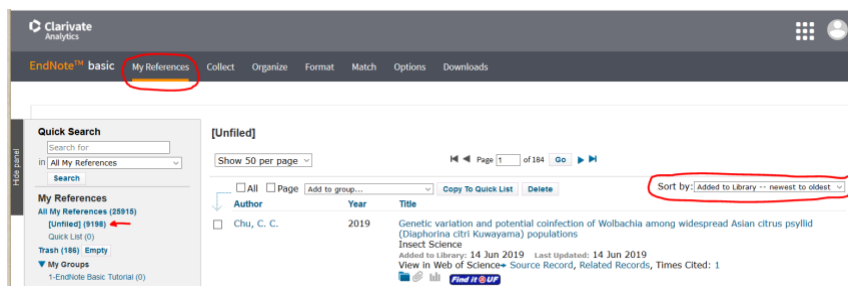


These steps are repeated until all references are exported into EndNote Basic.

References are exported into the “Unfiled” group in EndNote Basic

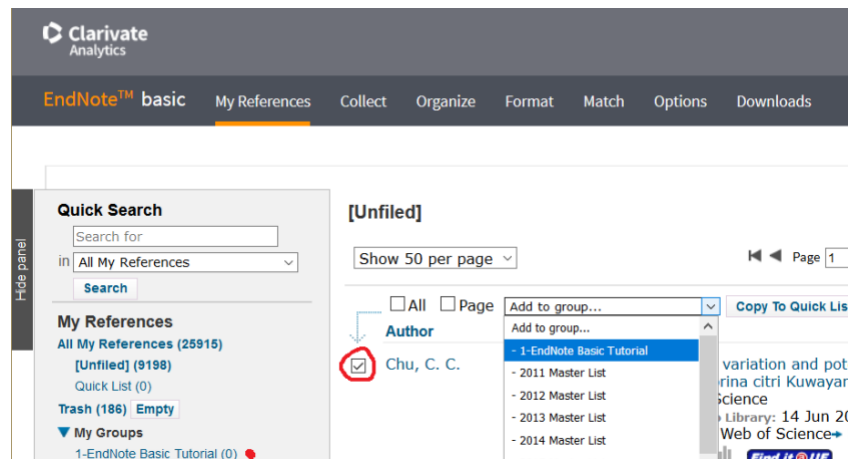
### Access EndNote Basic

- 8. Select “My References”
- 9. Select “Unfiled”



- 10. Change “Sort by:” to “Added to Library – newest to oldest”
  - a. The most recently exported references will appear at the top of the group list
    - i. This is very helpful when there are a lot of references in “Unfiled”

- 11. Move reference(s) from “Unfiled” by clicking the box for the reference(s)



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- a. The reference is moved from “Unfiled” to the selected group
    - i. “Unfiled” decrements by the number of references moved
    - ii. The number of references in the group increments by the number of references moved
12. Click on the group name to see the references now listed in the group

The screenshot displays the EndNote Basic software interface. At the top, the Clarivate Analytics logo is visible. Below it, the navigation bar includes 'EndNote™ basic', 'My References', 'Collect', 'Organize', 'Format', 'Match', 'Options', and 'Downloads'. The main window is titled '1-EndNote Basic Tutorial'. On the left, a sidebar shows 'Quick Search' and 'My References' with a tree view of groups, including '1-EndNote Basic Tutorial (1)'. The main area shows a table of references with columns for 'Author', 'Year', and 'Title'. A single reference is listed: 'Chu, C. C.' from 2019, titled 'Genetic variation and potential coinfe populations Insect Science'. Below the title, it says 'Added to Library: 14 Jun 2019' and 'Last Up View in Web of Science → Source Recc'. There are also icons for 'Find It @ UF'.

Author	Year	Title
Chu, C. C.	2019	Genetic variation and potential coinfe populations Insect Science Added to Library: 14 Jun 2019 Last Up View in Web of Science → Source Recc