

## Exercise 2 – Save PubMed Citations and Import Citations from PubMed to an EndNote Library

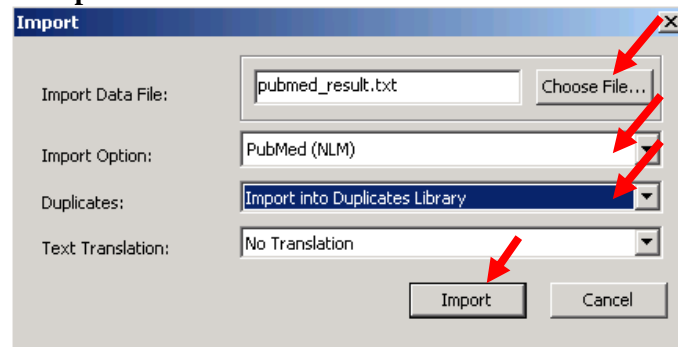


### Process to Save PubMed Citations:

1. Perform literature search in PubMed
2. Select items by clicking in the check box to the left of the citation
3. Use the **Send to** pull-down menu to place items in the **Clipboard**
4. Click on the **Clipboard** tab
5. Use the **Display** pull-down menu to change format to **MEDLINE**
6. From the Send to pull-down menu, select **File**
7. From the **File Download** dialog box click **Save**; accept the default file name

### Steps for importing citations into EndNote

1. **File > Import**
  - a. Click **Choose File** button and navigate to the saved text file
  - b. Select file and click **Open**
  - c. From the **Import Option:** pull-down menu select **PubMed (NLM)**
    - a. If PubMed is not an available choice, find it by selecting **Other Filters** and browse to select
  - d. From the **Duplicates:** option select **Import into Duplicates Library** (recommended)
  - e. Click **Import** button



**NOTE:** If the above steps were completed successfully the EndNote Library displays a list of newly **Imported References**. Double click on an individual citation to view the record. Each record includes the complete citation with abstract and keywords (if they were available in the original database). It is recommended that you review the imported data to be sure it is accurate and make any necessary adjustments.

This is also the perfect time to add a keyword to all of the imported citations using the **Tools > Change and Move Fields** command. Use the **Change Fields** tab and select in **Keywords**; Insert Special – **carriage return**; select **Insert after field's text**; and then type the new keyword. Click **OK** and proceed.

### Refer back to Exercise 1 to:

- Create a group
- Find Full Text

