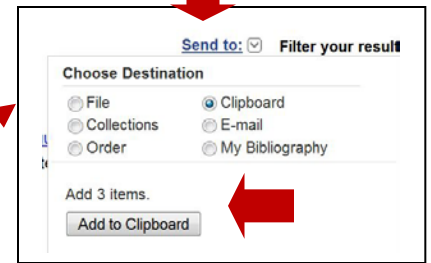


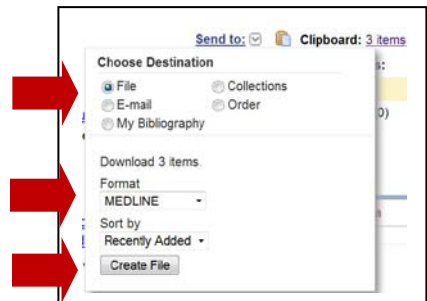
Exercise 2 – Save PubMed Citations and Import Citations

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. Select the **Clipboard** radio button and click **Add to Clipboard** button
5. Click on the **Clipboard #items** hyperlink

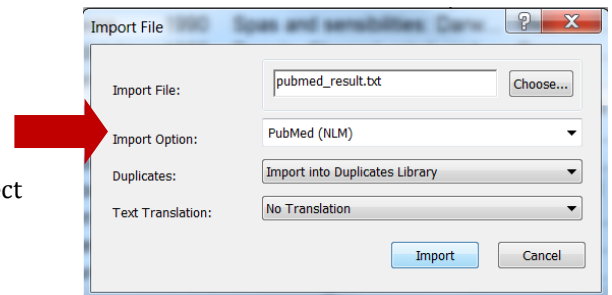


6. Use the **Send to** pull down menu to select **File**; Format **MEDLINE** and click on **Create File**
 - a. From the **File Download** window select **Save**
 - b. In the **Save As** window; direct the file to the Desktop
 - c. You can leave the file name as is or change it; click **Save**
 - d. The file must be saved as a .txt (Text File).
 - e. **Firefox** saves differently: From the **Opening pubmed_result.txt** window select **Save File > OK >** select where to save
 - i. The default folder for downloads is **Downloads**
 - ii. Change default in Firefox **Tools > Options > General > Save file to ...**



Steps for importing citations into EndNote

1. **File > Import > File**
 - a. Click **Choose** 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)**
 - d. If the PubMed is not an available choice, find it by selecting **Other Filters** and browse to select
2. From the **Duplicates**: option select **Import into Duplicates Library** (recommended)
3. 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 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 in **In** select **Keywords**; then click **Insert Special – carriage return**; select **Insert after field's text**: then type the new keyword. Click **OK** and proceed.

Refer back to Exercise 1 to:

- Create a group
- Find Full Text

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