

## EndNote quick tips: Exporting References from *America: History and Life* and *Historical Abstracts*

1. Select *Add to folder* link for each citation that you want to export to EndNote:



2. Select the *Folder* link in the upper part of the screen:



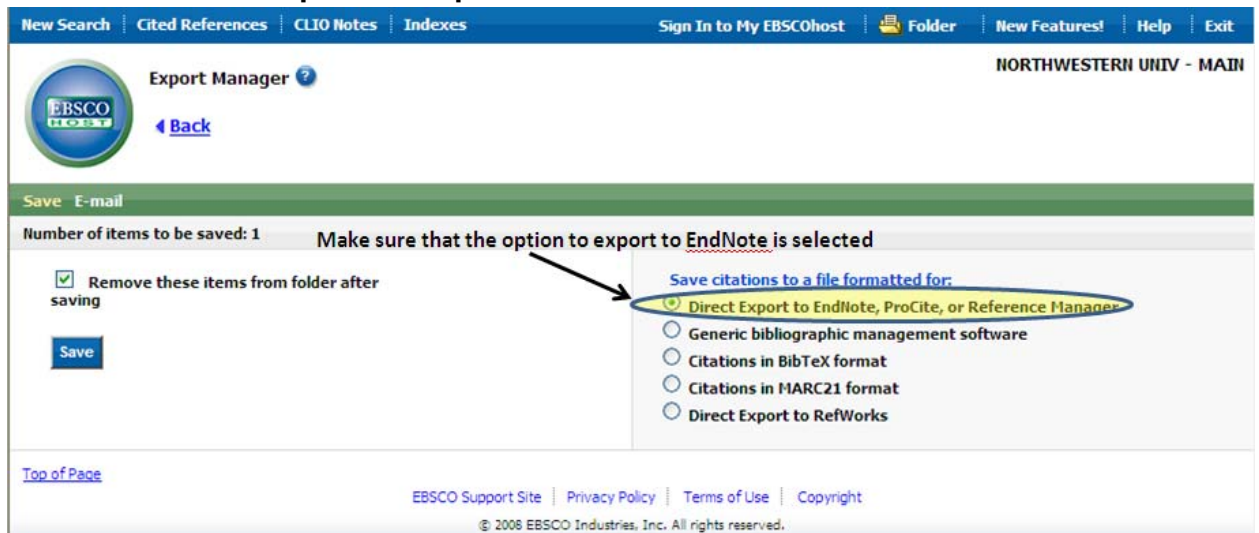
### 3. Select the individual citations you want to export to EndNote or select all citations:

The screenshot shows the EBSCOhost interface. At the top, there is a navigation bar with links: New Search, Cited References, CLIO Notes, Indexes, Sign In to My EBSCOhost, Folder, New Features!, Help, and Exit. The user is logged in as NORTHWESTERN UNIV - MAIN. Below the navigation bar, there is a 'Folder Contents' section with an EBSCO logo, a 'Preferences >' link, and a 'Back' link. A message says: 'To store these items in the folder for a future session, Sign In to My EBSCOhost.' Below this is a 'Folder List' section with a yellow background. On the left, there is a list of folder types: Articles (1), Images (0), Videos (0), Other Content Sources (0), Persistent Links to Searches (0), Saved Searches (0), Search Alerts (0), Journal Alerts (0), and Web Pages (0). A yellow box highlights the 'Articles (1)' folder, with an arrow pointing to it and the text 'Select citations to export'. On the right, the 'Articles' section shows '1-1 of 1 Page: 1'. There are icons for printing, emailing, saving, and exporting. Below these icons is a 'Select / deselect all' checkbox and a 'Delete Items' button. The list contains one item: '1. A Place Called Paradise: Culture and Community in Northampton, Massachusetts, 1654-2004.' with a small document icon. Below the title is the author information: '[Review] Bolton, Roger; H-Net Reviews in the Humanities & Social Sciences 2007 Jan Historical Period: 1654-2004 (AN: A700009162.01)'. There is a 'Find it @ NU' button below the citation.

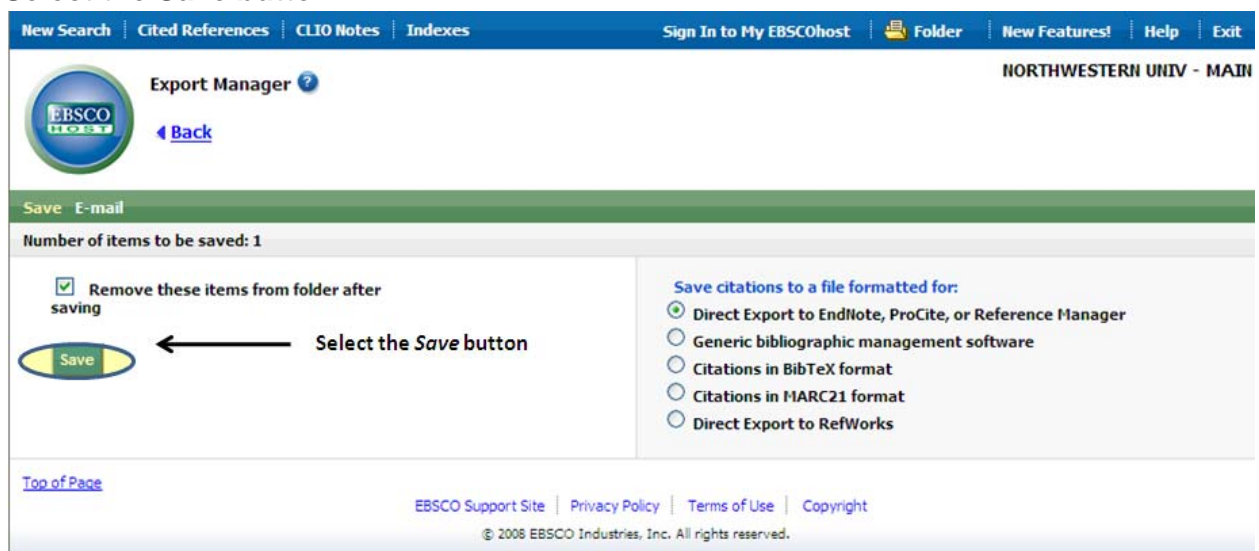
### 4. Select the export icon:

This screenshot is similar to the previous one, but with additional annotations. The 'Articles' section now shows '1-1 of 1 Page: 1'. The 'Select / deselect all' checkbox is checked. The citation '1. A Place Called Paradise: Culture and Community in Northampton, Massachusetts, 1654-2004.' is selected, indicated by a checkmark in a box to its left. A yellow circle highlights the export icon (a document with a right-pointing arrow) among the action icons. An arrow points from the text 'Select the export icon' to this icon. At the bottom of the page, there is a 'Display results:' section with a dropdown menu set to 'Brief', a page number '20', and the text 'per page'.

5. Make sure that the option to export to EndNote is selected:

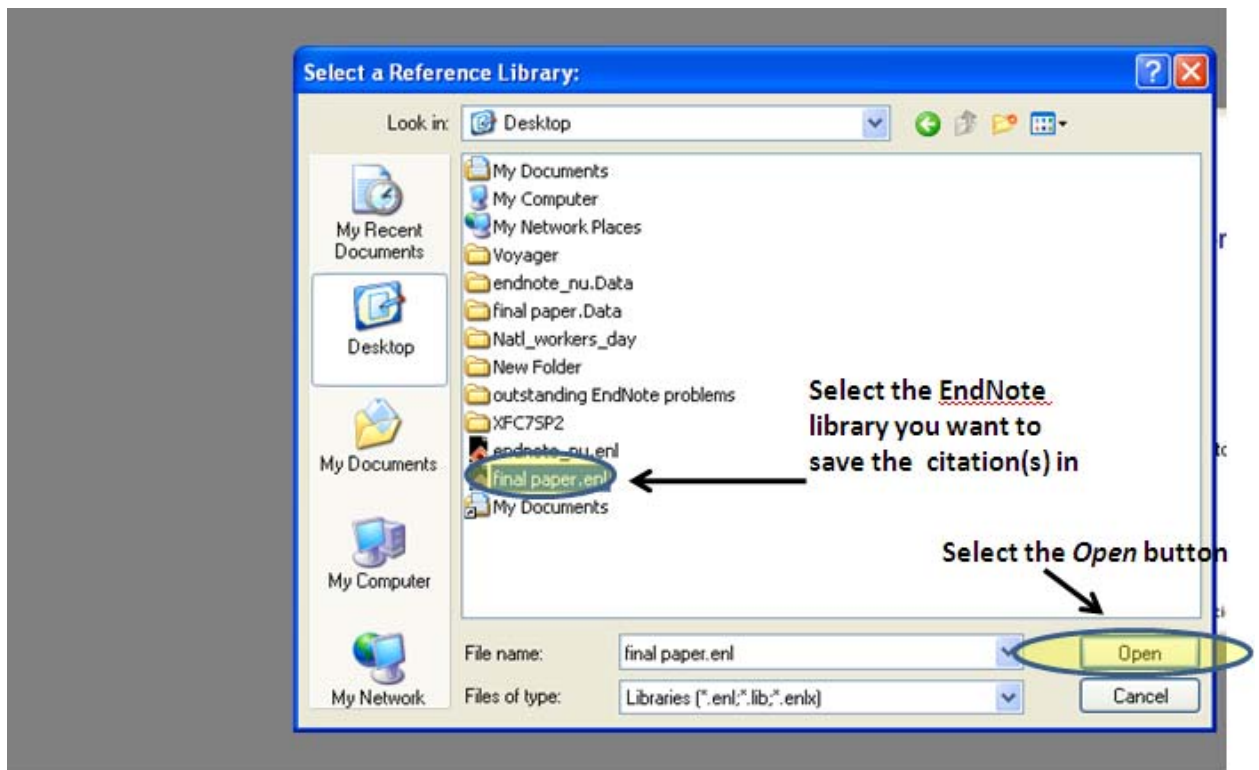


6. Select the Save button:

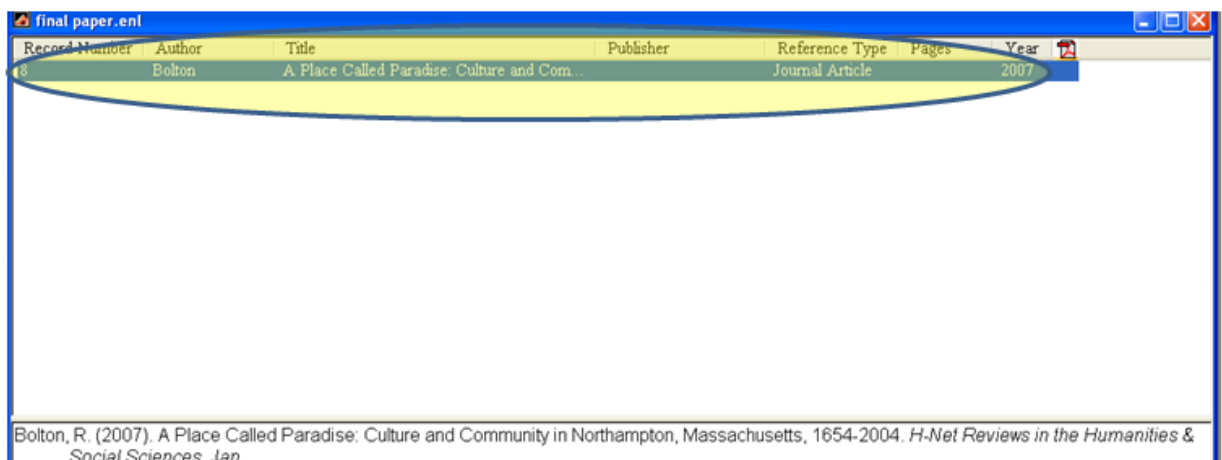


If you are using a Mac please skip steps 7 and 8 and continue to step 9.

7. Select the EndNote library you would like to place the citation(s) in:



8. You now should see the citation in your EndNote Library:



9. If you are using a Mac you will now see a file in your downloads folder or on your desktop that is labeled *Directexport*. Without opening this file drag it over the EndNote icon in the dock.

19/12/2008 gwm