Installing EndNote to Your Personal Computer

This document is an overview of the process of downloading EndNote to your personal computer and setting up an EndNote library to manage your citations.   Refer to the EndNote Library Guide, http://libguides.llu.edu/endnote, for further information. Here are the instructions from the first page of the library guide:
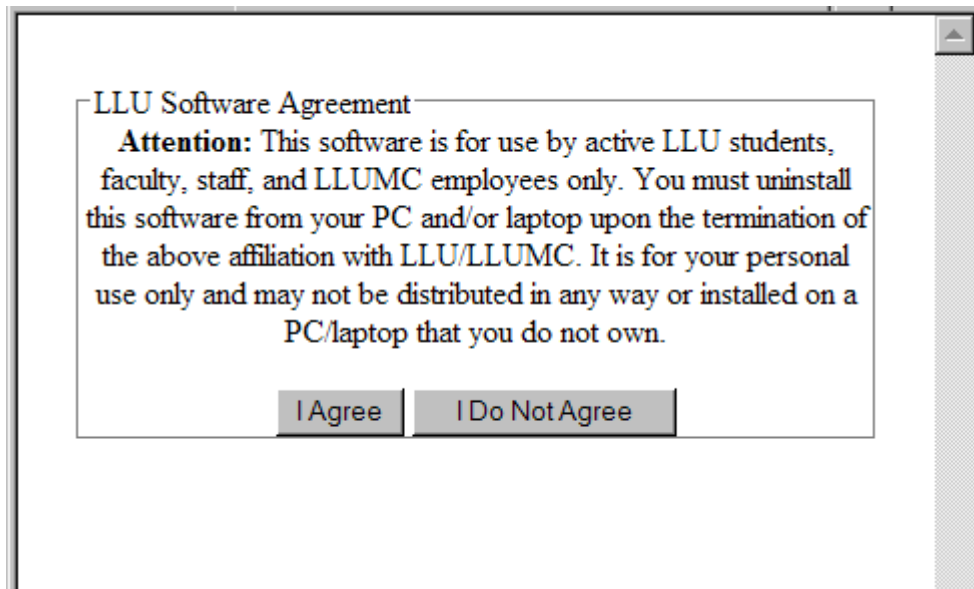

Basically, after you login to MyLLU (the University Portal), http://myllu.llu.edu/.   You will go the "Software Downloads" section and download EndNoteX6 for Windows or Mac, as seen here:

The following screen shots show the process using Internet Explorer in Windows7. The process is similar in Macs and in other browsers but the screenshots will look different. The first screen everyone gets is this one where you acknowledge that you will delete the program from your personal computer once you are no longer a student at Loma Linda University:

LLU Software Agreement
Attention: This software is for use by active LLU students, faculty, staff, and LLUMC employees only. You must uninstall this software from your PC and/or laptop upon the termination of the above affiliation with LLU/LLUMC. It is for your personal use only and may not be distributed in any way or installed on a PC/laptop that you do not own.

I Agree   I Do Not Agree

Please take this seriously. LLU pays for a site license so you do not have to buy your own copy. Don't jeopardize this access for future students by continuing to use it once you graduate unless you purchase your own copy.

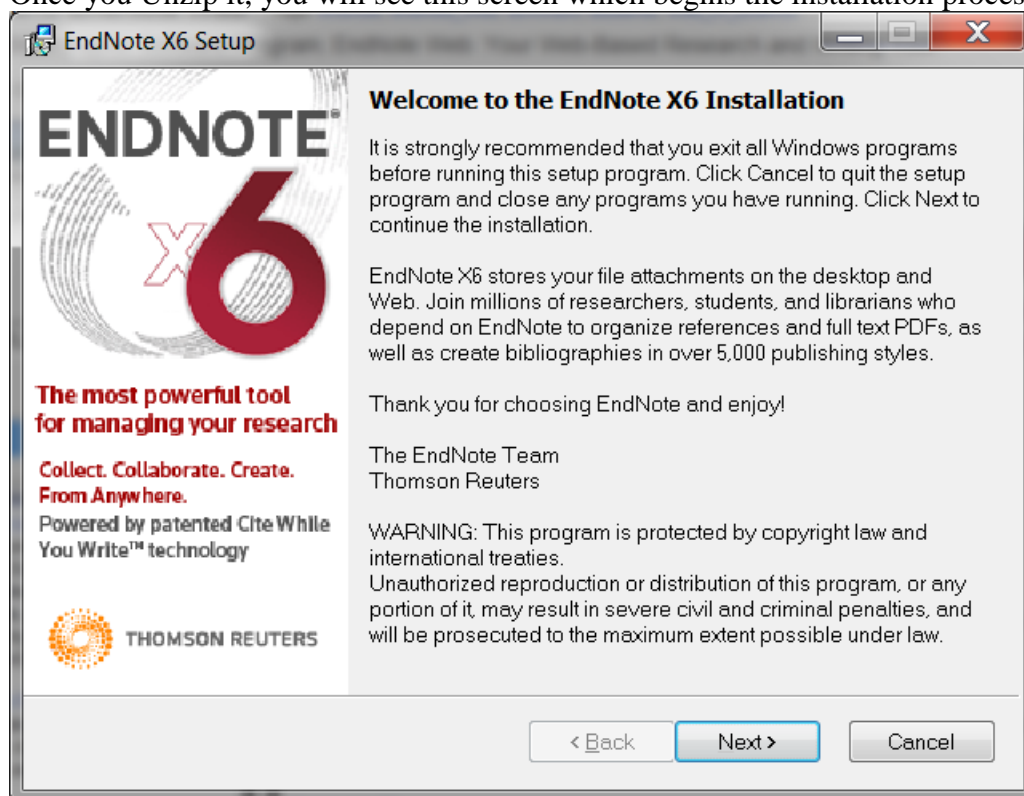Once you accept the agreement, you will be prompted to open or save the file. Please choose the **SAVE** option. I haven't included a screen shot for this step because the process to save/download varies by browser and browser version. EndNote will save as a compressed (zip file). Once you save it, open the downloaded file to get this Zip Self-Extractor, and click on Unzip:

Chilkat Zip Self-Extractor

To unzip all files to the specified folder, press the Unzip button.

Unzip to dir:

%USERPROFILE%\Desktop\EndNote_X6_Installer   Browse
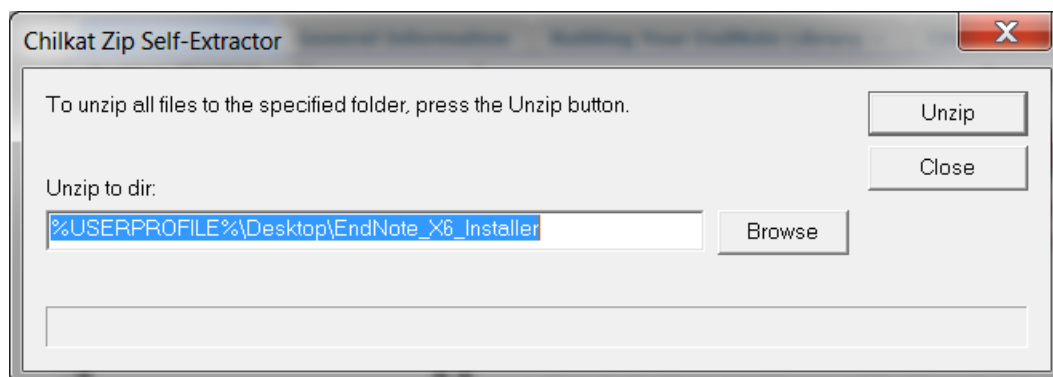
Unzip
Close

Once you Unzip it, you will see this screen which begins the installation process:
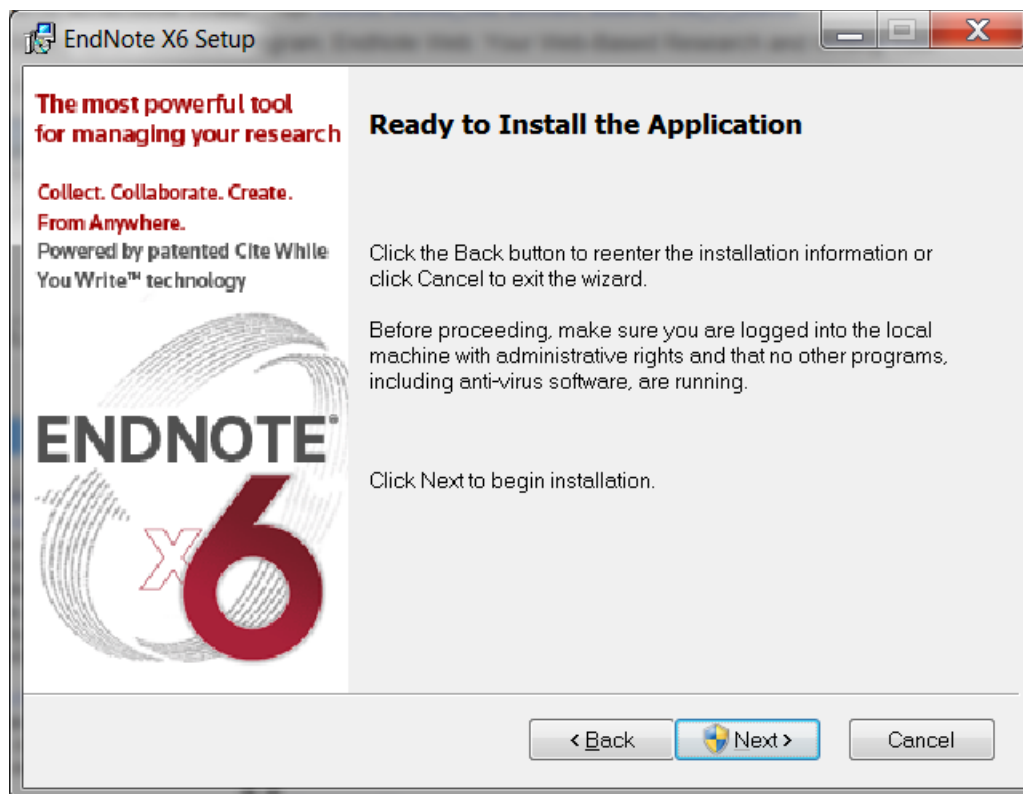

To accept the installation & licensing defaults, just continue clicking on Next. You will get to this screen where we suggest you choose Typical:
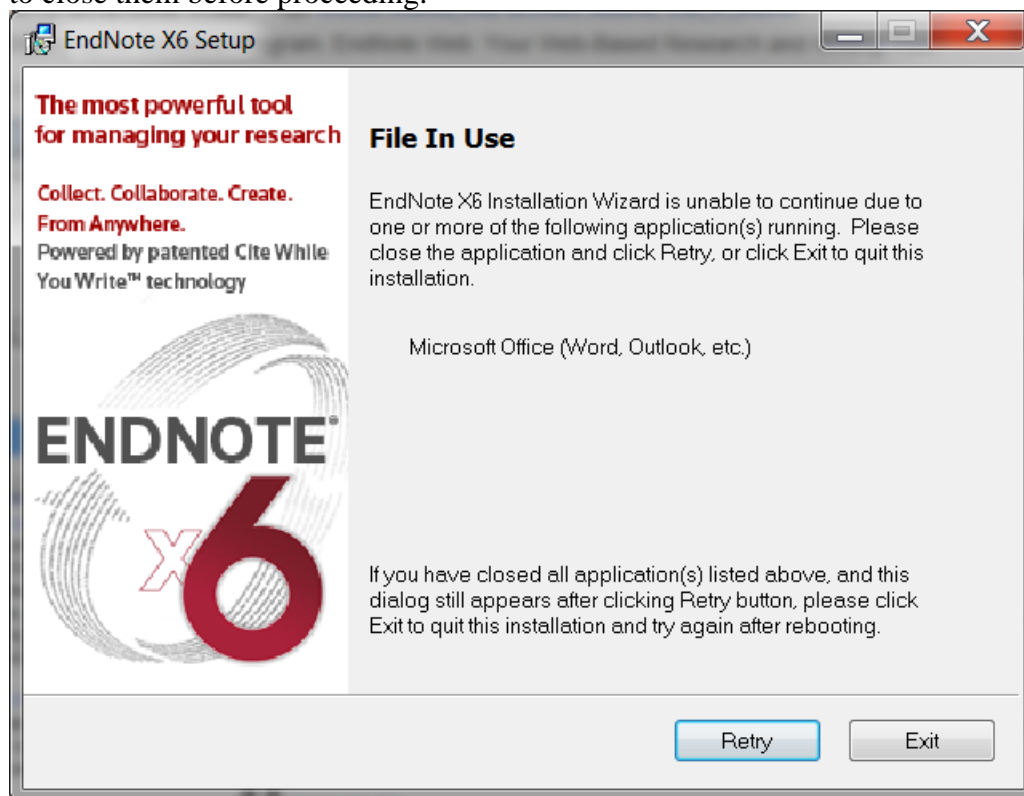
If you don't want to use the default destination which your computer selects, then you can change it when you get to this screen:
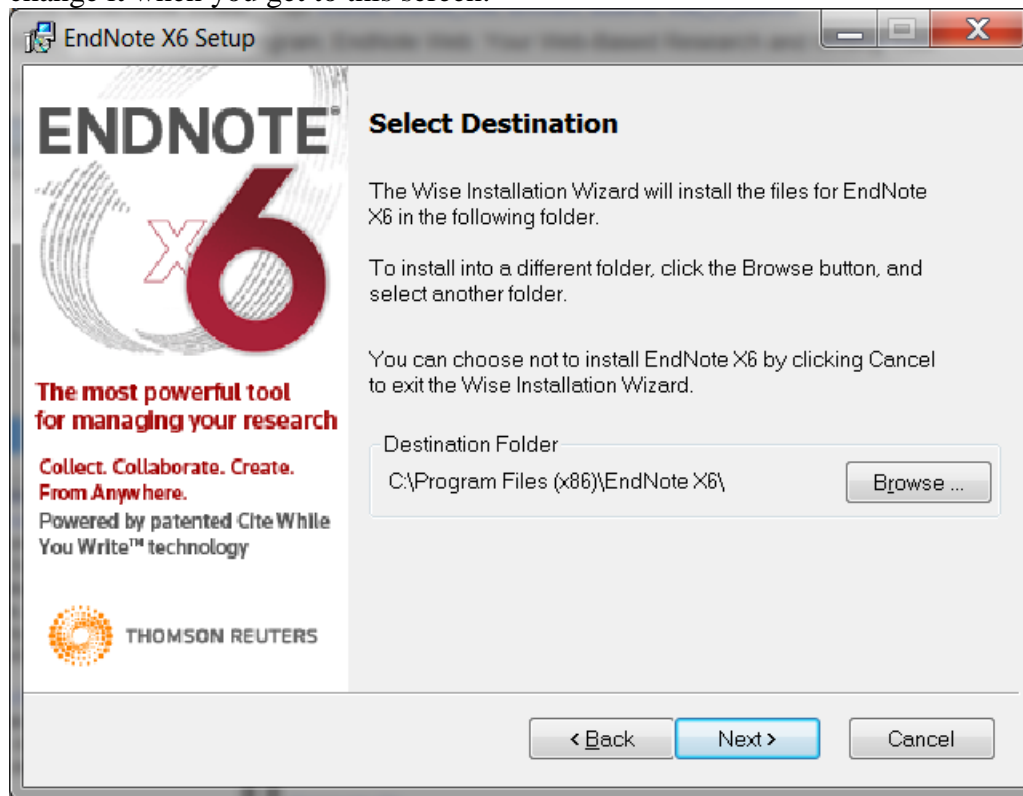
Otherwise, accept the automatic setting by clicking on Next until you get to "ready to install:

I had Microsoft Word & Outlook open when I installed it so I got this message telling me I had to close them before proceeding:

I closed Word & Outlook, clicked on Retry and then got this screen where I could finally click on Finish!

Now you need to go to the Program Start menu, find the Endnote program and open it. When you open it for the 1st time, you will get this screen, "Getting Started with EndNote":
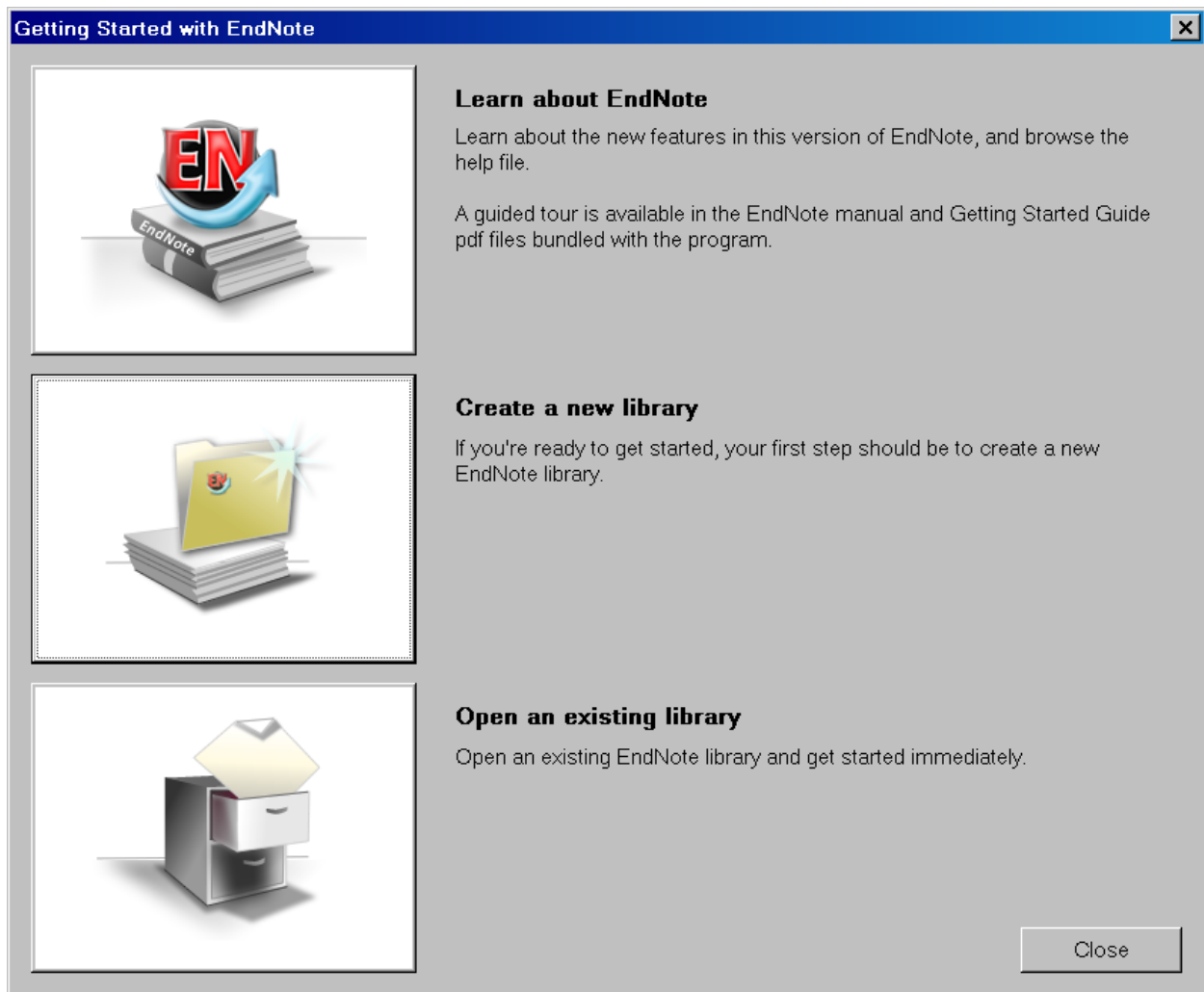

For this course, we will focus on the middle section, **Create a new library**, and learn some basic EndNote functions. There is a lot more that can be done with EndNote than we can cover here, so it might be a good idea to review and learn more afterwards by reading the EndNote Library Guide for more information; the EndNote guided tour linked there may also be helpful.

For now, let's create a new library to prepare for building a database of your search results. For this sample library, I clicked on the link, Create a New Library, which brought me to this screen labeled "New Reference Library" with the default name, MyEndNoteLibrary.enl:
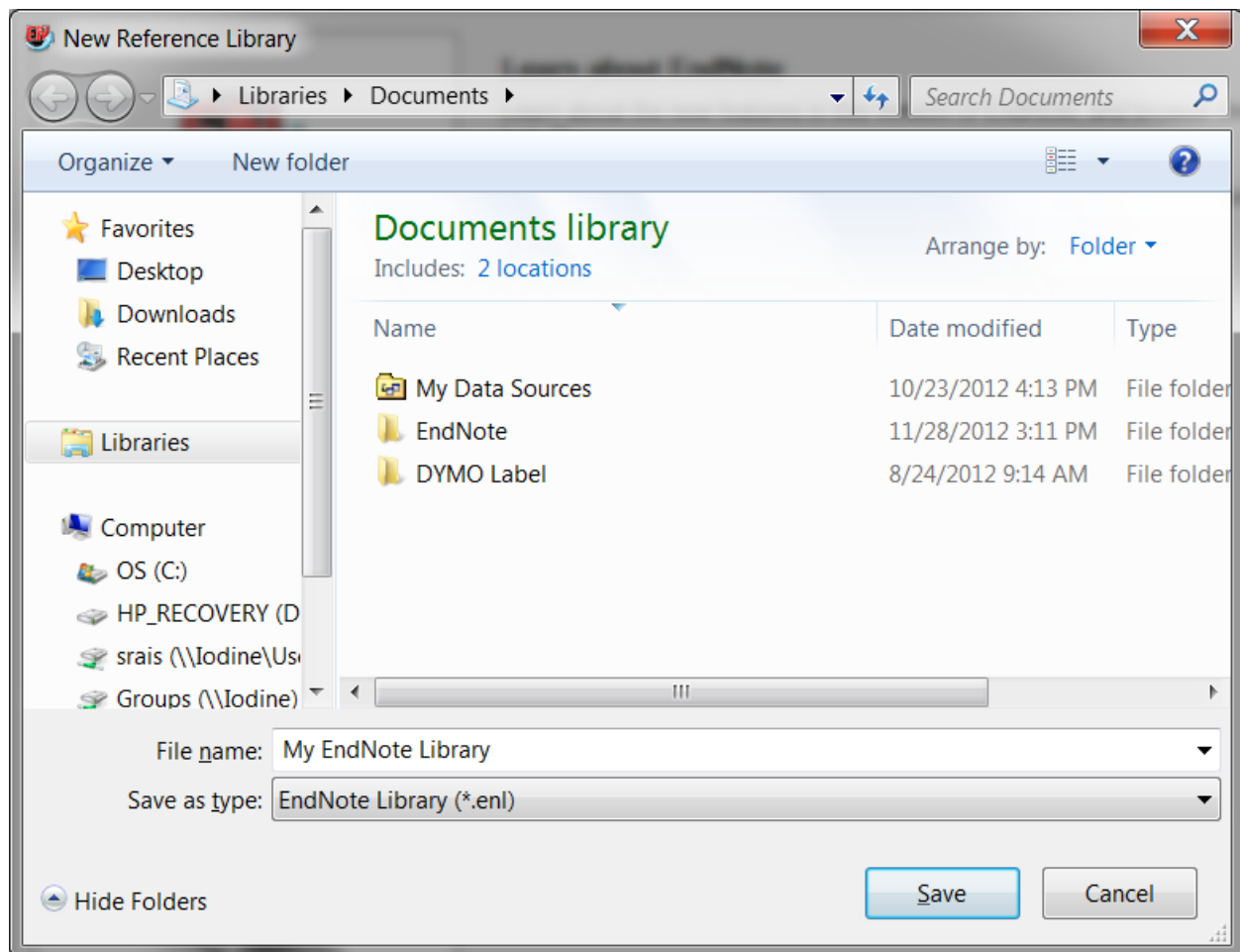
I'm going to change the name to "Childhood Obesity EndNote Library" so it will be more descriptive of my project. Once I did that and saved it, EndNote opened up this screen, which is a new empty EndNote library ready for my Childhood Obesity project:
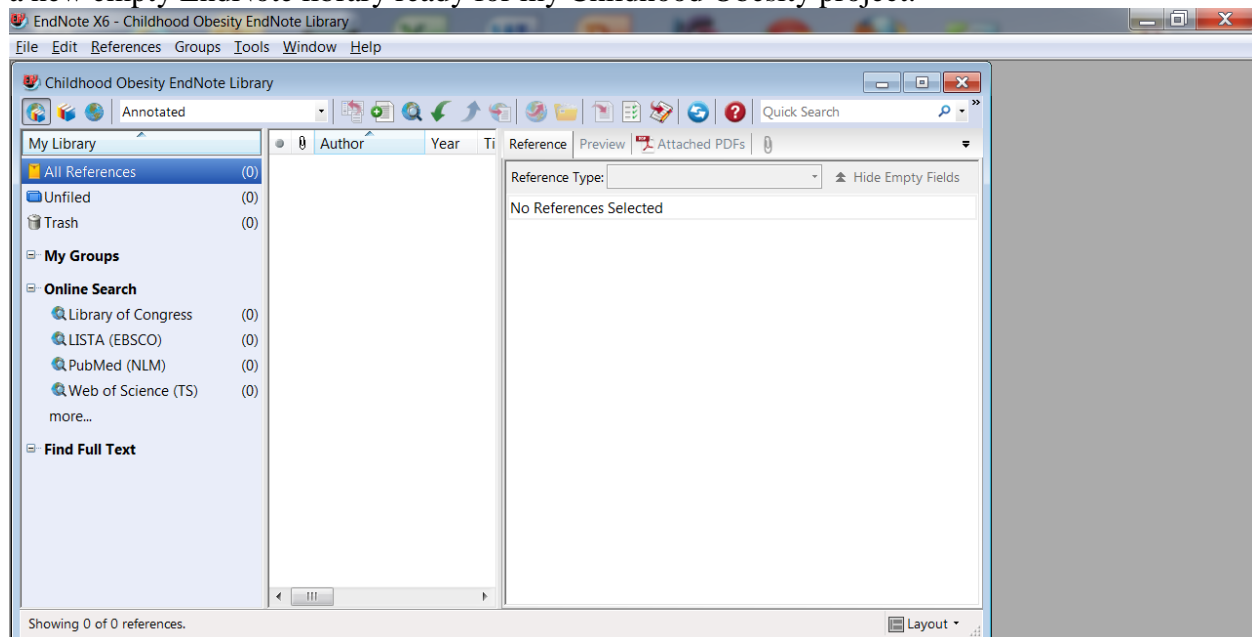
I'm now ready to do my research and store the results in my EndNote library. The next reading in this module will show some sample online searches in 2 databases, illustrate exporting references into EndNote, and introduce some essential features of using EndNote to manage a bibliography and references when you write your paper.