

# 文献管理软件EndNote应用入门

中国人民大学苏州校区图书馆

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- 01 EndNote简介
- 02 EndNote下载安装
- 03 创建个人图书馆
- 04 文献导入
- 05 文献编排



CHAPTER

01

## EndNote简介

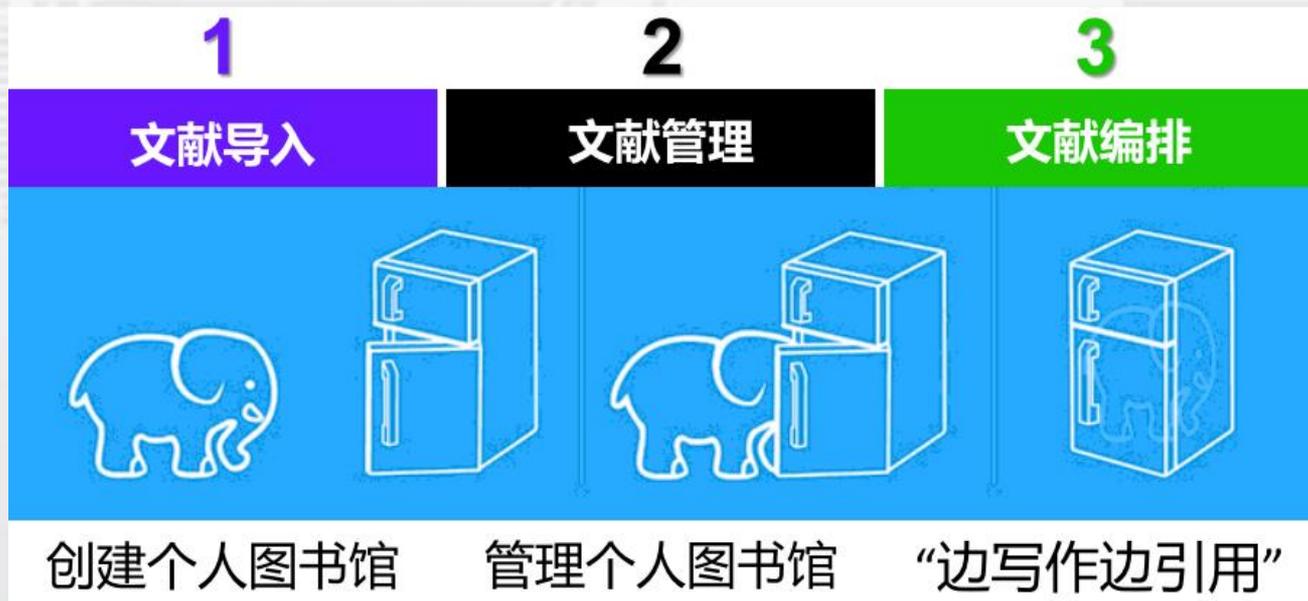
- ※ 在线搜索文献
- ※ 建立文献库和图片库
- ※ 定制文稿





# EndNote文献管理软件介绍

EndNote软件是SCI (Thomson Scientific 公司) 的官方软件，支持国际期刊的参考文献格式有3776种，写作模板几百种，涵盖各个领域的杂志。您可以方便地使用这些格式和模板，如果您准备写SCI稿件，更有必要采用此软件。





# EndNote主要功能



## 1 在线搜索文献

直接从网络搜索相关文献并导入到Endnote的文献库内

## 2 建立文献库和图片库

收藏，管理和搜索个人文献和图片、表格

## 3 定制文稿

直接在Word中格式化引文和图形，利用文稿模板直接书写合乎杂志社要求的文章





# EndNote的应用 个人数据库的管理

1. 可以针对某一课题建立相应的数据库，将收集到的相关文献导入到该数据库中。

3. 为不同的课题创建不同的数据库，并随时可以检索、更新、编辑数据库中的参考文献。



2. 在数据库中随时检索自己收集到的所有文献，通过检索结果，准确调阅出需要的全文、图片、表格。

4. 将不同课题的数据库与工作小组成员共享。





## EndNote的应用 撰写文章

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- 撰写论文时，可以随时调阅、检索相关文献，并将重要的文献自动按照期刊要求的格式，放在正在撰写论文的参考文献处。
- 撰写论文时，可以很快地找到相关的图片、表格，将其按照期刊要求的格式插入论文相应的位置。
- 在转投其他期刊时，可以很快将论文格式转换成所需要的期刊格式。

**Endnote的应用贯穿于调研、分析、写作整个科研中**



CHAPTER

02

**EndNote 下载安装**



# EndNote下载安装

手机版 | 读者须知 | 联系我们 | 使用说明 | 网站地图 | 访问旧版



中國人民大學圖書館  
RENMIN UNIVERSITY OF CHINA LIBRARIES



开馆时间：  
周一至周五：7:00-22:00  
周六日：8:00-22:00

馆藏目录

中文发现

外文发现

数据库

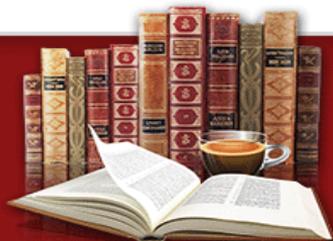
电子期刊

BALIS资源

资源地图

检索

数据库导航 试用资源 多媒体资源 人大文库 古籍特藏 特色资源 校内外统一访问



资源



服务



互动



特别推荐



新闻/公告



新购资源



试用资源



本馆简介

下载ENDNOTE安装包，需登录VPN。首先，进入图书馆官网，点击“校外访问”。

[04-28]

▶ ProQuest-L... [04-28]

系统 [04-28]

▶ 科学文库 [04-28]

文库 [01-13]

▶ 中国历史文献总库·近... [03-07]

▶ 视听资源库 [03-06]

>>更多

快捷通道

▶ 咨询台

▶ 校外访问

▶ 研修室预约

▶ 座位预约

▶ 借阅信息

▶ 专题讲座

▶ 新生专栏

▶ 学位论文提交

▶ 人大文库

▶ 馆刊馆讯

▶ 书刊捐赠

▶ 意见与建议



## 电子资源校外访问方式

2013-12-05

本校师生通过以下方式，可在校园网外访问本馆订购的大部分电子资源。

**特别提示：**能够校外访问的电子资源仅限于网络版数据库；凡需要安装客户端或在校内指定电脑上使用的数据库，无法通过校外访问系统使用，敬请谅解。

在使用本校电子资源时，不得连续、系统、集中、批量地下载文献，严禁将个人帐号、密码提供给校外人员使用，违规者将受到追究和处罚。

### 方式一：图书馆电子资源统一访问系统（测试）

即日起图书馆上线测试电子资源统一访问系统，读者在通过身份认证后统一访问系统中列出的电子资源，欢迎大家积极试用并反馈意见。

**例如：选择入口1**

**<https://webvpn.ruc.edu.cn>**

方式二：通过学校VPN系统认证

入口1: <https://webvpn.ruc.edu.cn>

入口2: <https://vpn.ruc.edu.cn>

入口3: <https://rucvpn.ruc.edu.cn>

用户名为本人学号/职工号，密码同微人大的密码。

登录后点击“图书馆”即可转向图书馆主页。





开馆时间：  
周一至周五：7:00-22:00  
周六日：8:00-22:00

## 进入“数据库导航”

数据库

电子期刊

BALIS资源

资源地图

检索

数据库导航 试用资源 多媒体资源 人大文库 古籍特藏 特色资源 校内外统一访问



资源



服务



互动



特别推荐



新闻/公告



新购资源



试用资源



本馆简介

- ▶ 学位论文
- ▶ 读史读经典
- ▶ 新生专栏
- ▶ 博士生主文献
- ▶ 中国期刊全文数据库
- ▶ 机构知识库
- ▶ 移动图书馆
- ▶ 人大文库

- ▶ 校外访问电子资源注意.. [05-25]
- ▶ 中国人民大学2020.. [05-24]
- ▶ 图书馆部分信息系统因.. [05-17]
- ▶ 人图讲座开播了 [05-11]
- ▶ 关于闭馆期间图书借期.. [04-02]
- ▶ 数据库在线培训 [02-21]
- ▶ 2020年数字人文系.. [02-21]

>>更多

### 快捷通道

- ▶ 咨询台
- ▶ 校外访问
- ▶ 研修室预约
- ▶ 座位预约
- ▶ 借阅信息
- ▶ 专题讲座
- ▶ 新生专栏
- ▶ 学位论文提交
- ▶ 人大文库
- ▶ 馆刊馆讯
- ▶ 书刊捐赠
- ▶ 意见与建议



- 10 Ebsco-Academic Search Complete (ASC)综合学科学术文献大全
- 11 Ebsco-Business Source Complete (BSC) 商管财经学术文献大全
- 12 EBSCO-GreenFILE
- 13 EBSCO-Teacher Reference Center
- 14 Ebsco-The Belt and Road Initiative Reference Source—一带一路资源中心数据库
- 15 EconLit with FullText(美国经济学会经济学全文数据库)
- 16 Eighteenth Century CollectionsOnline (ECCO)
- 17 Elsevier ScienceDirect数据库
- 18 Elsevier电子图书数据库
- 19 Emerald Management Xtra
- 20 Emerald案例库
- 23 Encyclopedia Britannica Online
- 24 ENDNOTE®文献管理软件
- 25 Engineering Village (EI)
- 26 ExcuComp数据库
- 27 俄罗斯大全俄语数据库

ENDNOTE®文献管理软件

收藏

总访问量: 2

根据自己电脑的系统配置，选择安装包后，下载并安装

在外文数据库中找到ENDNOTE文献管理软件

学科: 人文, 经济, 社会, 法律

首字母: E

Windows系统安装文件 Mac系统安装文件 Endnote X9使用指南.pdf

ENDNOTE®文献管理软件是Clarivate Analytics公司开发的旗舰型文献管理系统，至今已有二十余年历史。

通过ENDNOTE单机版，研究人员可以轻松获取科技文献，建立个人文献数据库；对科技文献进行有效的管理和分析，激发科研思路；撰写论文时，采用期刊投稿模板，提高论文写作效率；边写作边引用参考文献，并可一键调整参考文献格式；跨平台无缝整合，同步文献，随时随地获取科技信息。

ENDNOTE单机版将检索、分析、管理、写作、投稿整合在一起，创建简单 workflow，使之成为一个重要研究、管理、写作和发表工具。

特别提示：

- 1、本软件仅限校内ip范围内使用。
- 2、使用中如有任何问题，请联系图书馆咨询部，email: tsgzxb@ruc.edu.cn。

注意

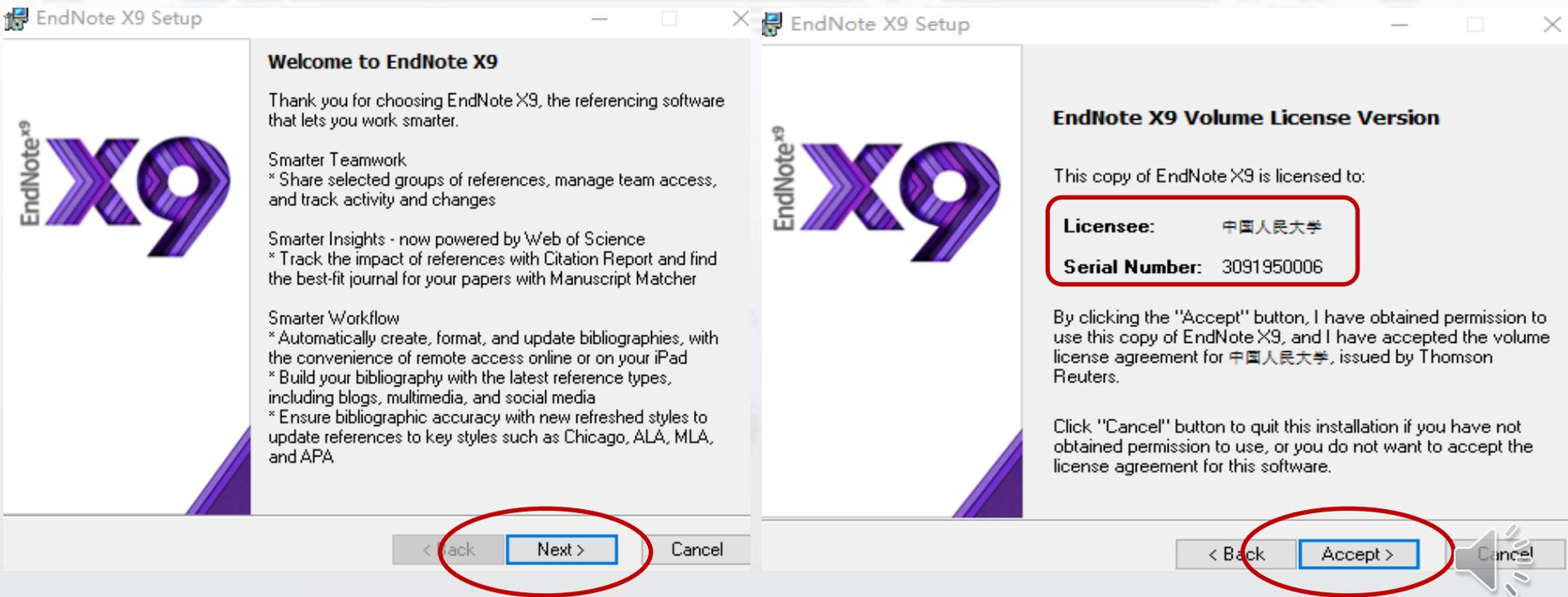
系统自2020年2月2日起开放测试，测试过程中有问题请联系：邮箱：creatingw@foxmail.com，QQ：1482348862。





**安装包下载后，双击，运行安装程序，按步骤提示进行操作。**

**注：安装前需关闭所有Microsoft Office应用程序。**



CHAPTER

03

# 创建个人图书馆





# 创建个人图书馆

打开已安装好的  
EndNote软件

选择“File”

点击“New”

The screenshot shows the EndNote X9 application window. The 'File' menu is open, and the 'New...' option is circled in red. A red arrow points from 'New...' to the 'New Reference Library' dialog box. The dialog box is also circled in red and shows the 'Documents' folder selected in the left sidebar. The file name is 'My EndNote Library' and the file type is 'EndNote Library (\*.enl)'. The 'Save' button is highlighted.

名称	修改日期	类型	大小
360截图	2020/5/26 17:48	文件夹	
FormatFactory	2020/5/15 18:03	文件夹	
HeidiSQL	2019/11/8 11:09	文件夹	
Tencent Files	2020/5/26 17:06	文件夹	
WeChat Files	2020/5/26 8:24	文件夹	
自定义 Office 模板	2020/5/25 15:00	文件夹	

文件名(N): My EndNote Library  
保存类型(T): EndNote Library (\*.enl)

保存(S) 取消

根据自己需求，选择保存路径

创建“My EndNote Library”



## 创建个人图书馆

---

EndNote X9 在建立了“个人图书馆”后生成了两个文件



My  
EndNote L...



My  
EndNote  
Library





# 创建个人图书馆

功能区

The screenshot shows the EndNote X9 interface with several key areas highlighted:

- 功能区 (Function Area):** A green box highlights the top toolbar containing various icons for file operations, search, and navigation.
- 检索区 (Search Area):** A green box highlights the search criteria section, showing fields for Author, Year, and Title, each with a 'Contains' dropdown and input field.
- 文献列表区 (Literature List Area):** A black box highlights the main table area, which is currently empty with headers for Author, Year, Title, and Rating.
- 文献浏览区 (Literature Browse Area):** A green box highlights the right-hand pane, which displays 'No References Selected'.
- 管理区 (Management Area):** A purple box highlights the left-hand navigation pane, which includes options like 'All References', 'Configure Sync...', 'Recently Added', 'Unfiled', 'Trash', 'My Groups', and 'Find Full Text'. A purple arrow points from this area towards the top of the interface.

Showing 0 of 0 references.



CHAPTER

04

文献导入的5种方法





## 文献导入的5种方法

- 从数据库网站导入参考文献
- 在网页浏览中导入参考文献
- 轻松导入本地参考文献
- 在线检索导入参考文献
- 手工添加参考文献信息



# I. 从数据库网站导入参考文献

## 以Web of Science为例



中國人民大學圖書館  
RENMIN UNIVERSITY OF CHINA LIBRARIES



開館時間：  
週一至週五：7:00-22:00  
週六日：8:00-22:00

館藏目錄 中文發現 外文發現 数据库 电子期刊 BALIS资源 资源地图

检索

数据库导航 试用资源 多媒体资源 人大文库 古籍特藏 特色资源 馆内外统一访问



资源



服务



互动



特别推荐



新闻/公告



新购资源



试用资源

### 快捷通道

咨询台 校外访问 研修室预约 座位预约 借阅信息  
新生专栏 学位论文提交 人大文库 馆刊馆讯 书刊捐赠

中国资讯网-香港上市公司资料库

中国资讯网-中国法律法规库

中国资讯网-中国经济新闻库

中国资讯网-中国拟建在建项目数据库

中国资讯网-中国企业产品库

中国资讯网-中国人物库

中国资讯网-中国商业报告库

中国资讯网-中国上市公司文献库

中国资讯网-中国统计数据库

中国资讯网-中国医疗健康库

中国资讯网-中国中央及地方政府机构库

中华经典古籍库

中华数字书苑-方正电子图书数据库

中华数字书苑-方正艺术博物馆

中华数字书苑-方正中国对外经贸数据库

中华数字书苑-方正中国工具书资源全文数据库

中华数字书苑-方正中国年鉴资源全文数据库

中华数字书苑-方正中华数字书苑

中华数字书苑-中国报纸资源全文数据库

中经网-中经网(教育版)

中经网-中经网产业数据库

中经网-中经网统计数据库

Taylor & Francis期刊数据库

The Belt and Road Initiative Collection (一带一路专题数据库)

The Chinese Recorder and Missionary Journal《教务雜誌》

## 进入外文数据库Web of Science-SSCI

Web of Science—Current Chemical Reactions

Web of Science—Essential Science Indicators (ESI)

Web of Science—InCites—Benchmarking 科研绩效和学科分析平台

Web of Science—Index Chemicus

Web of Science—Journal Citation Reports (JCR)

Web of Science—SCI

Web of Science—SSCI

Westlaw International法律在线数据库

Wiley-Wiley Online Library

Wiley-Wiley在线图书数据库

World Bank E-library世界银行在线图书馆

World Bank-Global Economic Monitor全球经济监控数据库

World Bank-Global Financial Development全球金融发展数据库

World Bank-World Development Indicators世界发展指标数据库

World Trade Law数据库

馆长邮箱 馆员园地 分馆 中国人民大学 北京高校图工委 北京图研会 BALIS CALIS CASHL CALIS北京中心 CADAL 世行知识中心 相关链接 版权声明

版权所有：中国人民大学图书馆





# I. 从数据库网站导入参考文献

以Web of Science为例



File Edit References Groups Tools Window Help

My Library

- All References
- Imported References
- Configure Sync...
- Recently Added
- Unfiled
- Trash
- My Groups
- Find Full Text

Search Options

Search Whole Group Match Case Match Words

Author Contains

Year Contains

Title Contains

Author	Year	Title	Rating	Journal	Last Updated	Reference Type
	2020	General Practice and the Community: Research...		European Journ...	2020/5/27	Journal Article
Avil, D. A.; Franke...	2020	ANALYSIS OF SHORELINE DYNAMICS FOR COAL...		International Jo...	2020/5/27	Journal Article
Jiang, G. Y.; Shan...	2020	Modeling the dynamics of online review life cy...		European Journ...	2020/5/27	Journal Article

Reference Preview Attached PDFs

Reference Type: Journal Article

Rating

Author

Year  
2020

Title  
General Practice and the Community: Research on health service quality improvements and training. Selected abstracts from the EGPRN Meeting in Vigo, Spain, 17-20 October 2019 Abstracts

Journal  
European Journal of General Practice

Volume  
26

Part/Supplement

Issue  
1

Pages  
42-50

Start Page

Errata

Epub Date

Date  
Dec

Type of Article

Short Title

Alternate Journal

ISSN  
1361-4788

DOI  
10.1080/13614788.2020.1719994

Original Publication

文献导出成功后，桌面形成 ISI Common Export Format 文件

双击，导入 EndNote





## I. 从数据库网站导入参考文献

数据库中导出参考文献的选项：

*Export, Download, Cite, EndNote, Save, Send to..., Citation manager, Citation, RIS format...*

Choose Destination

- File
- Collections
- Order
- Citation manager
- Clipboard
- E-mail
- My Bibliography

Generate a file for use with external citation management software.

Number to send

20

Start from citation

1

Create File

下载后的文件可直接自动导入的格式：

*\*.enw / \*.ris / \*.ciw / \*.nbib*

获取其他数据库导入的方式：可在EndNote程序中按下键盘上的 [F1] > [Direct Export Formats and Import Formats] > [Output Formats with Corresponding Import Options]中查看对应的Import Option





## II. 在网页浏览中导入参考文献

<http://www.myendnoteweb.com>

- EndNote网络版中自带的“获取参考文献”小插件可以帮助读者随时在网页浏览中添加文献至EndNote。

The screenshot shows the EndNote network version interface. At the top, there is a navigation bar with the EndNote logo and the text 'EndNote网络版'. Below this, there is a menu with options like '我的参考文献', '收藏夹', '组织', '格式化', '匹配', '选项', and '下载项'. In the center, there is a '获取参考文献' (Get References) button. To the right, there is a '获取参考文献' (Get References) dialog box with fields for 'URL', 'Author', 'Title', 'Journal', etc. Below the dialog box, there is a text box explaining the '获取参考文献' (Get References) plugin and a button labeled '获取参考文献' (Get References). The background shows a browser window displaying a page from the Journal of Applied Physics with the article title 'Effect of valence electron concentration on stability of fcc or bcc phase in high entropy alloys'.

获取: **获取参考文献**

要安装“获取”工具，仅需将获取参考文献按钮拖放到您的书“收藏夹”栏或“书签工具栏”。在某些浏览器中，您可能需要选择“添加到收藏夹”或“收藏此链接”。使用时，请转到想要的页面，并单击书签栏中的获取参考文献。打开“获取参考文献”窗口，按照窗口中的说明操作。

**“获取参考文献”小插件**





## III. 轻松导入本地参考文献

---

1. 将单篇PDF导入EndNote在网页浏览中导入参考文献

2. PDF批量导入EndNote

3. 本地文件夹PDF自动导入





### III. 轻松导入本地参考文献

#### 1. 将单篇PDF导入EndNote



Research Smarter.

Import File

Import File: sample fo EndNote X9.pdf Choose...

Import Option: PDF

Duplicates: Import All

Text Translation: No Translation

Import Cancel

选择要导入的PDF文件

选择 PDF格式过滤器



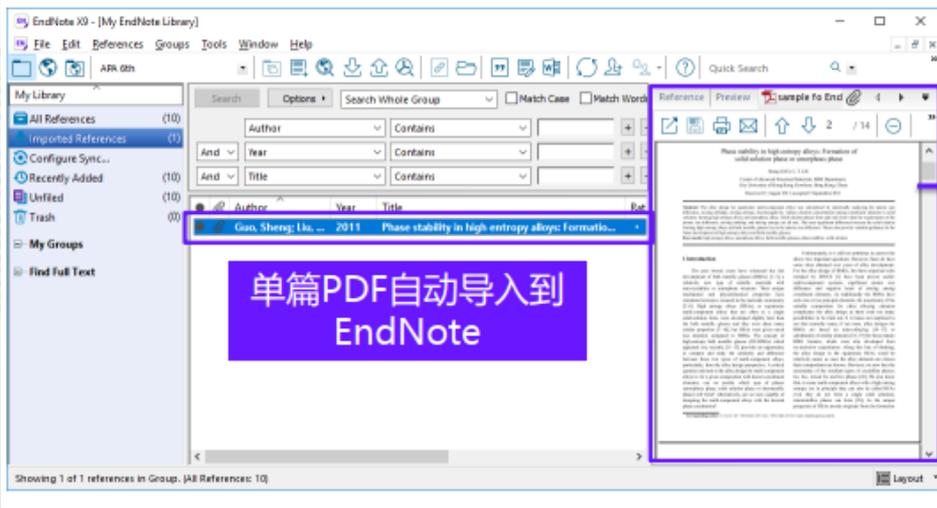


# III. 轻松导入本地参考文献

## 1. 将单篇PDF导入EndNote



Research Smarter.



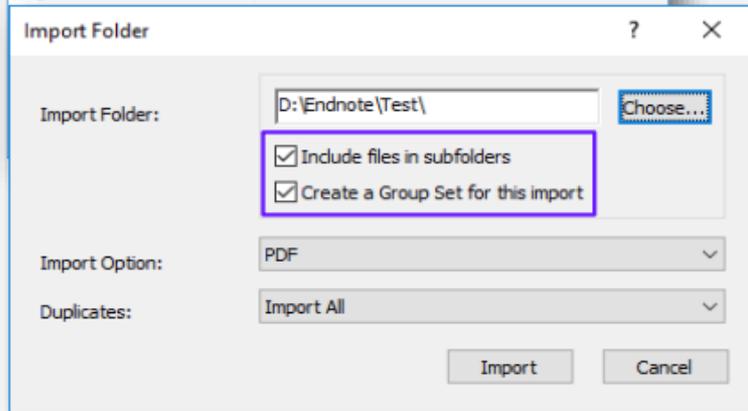
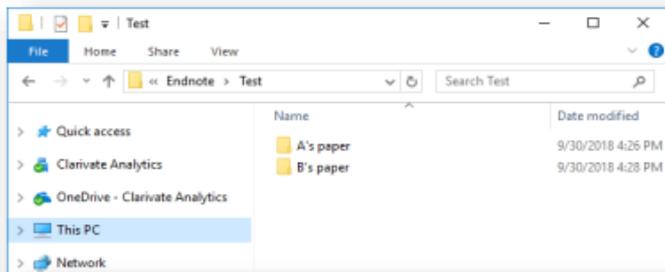
右侧文献浏览区  
可查看文献全文  
并可进行自定义  
标记及注释。





### III. 轻松导入本地参考文献

## 2. PDF批量导入EndNote



Research Smarter.

-导入文件夹可连同子文件夹一同导入至**EndNote**

-EndNote可帮助为该文件夹新建一个组，并保留原有分类设置

**注意：导入文件夹时，仅保留至二级文件夹。**





# III. 轻松导入本地参考文献

## 2.PDF批量导入EndNote



Research Smarter.

The screenshot shows the EndNote X9 interface. On the left, the 'My Library' pane shows 'Imported References (3)' and a folder named 'Test' containing 'A's paper (1)' and 'B's paper (2)'. A blue arrow points from this folder to a central text box. The main pane displays a list of references:

Author	Year	Title
Miracle, Daniel, ...	2014	Exploration and Development of Hig
Santodonato, L. ...	2015	Deviation from high-entropy config
Zhang, Y.; Zuo, T. ...	2013	High-entropy alloys with high saturat

The right pane shows a preview of a PDF document titled 'Exploration and Development of High Entropy Alloys for Structural Applications' from the journal 'entropy'.

Showing 3 of 3 references in Group. (All References: 13)

整个文件夹自动导入到EndNote  
并保留了二级文件夹分类







# SOLUTION——部分PDF导入后信息不完整怎么办？

EndNote X9  
File Edit References Groups Tools Window Help

My EndNote Library

My Library

- All References (6)
- Imported References (3)
- Configure Sync...
- Recently Added (6)
- Unfiled (6)
- Trash (0)
- My Groups
- Find Full Text

Search Options Search Whole Group Match Case Match Words

Author	Year	Title	Rating
Ami, D. A.; Frankesat, W.; Syand...	2020	ANALYSIS OF SHORT-LINE DYI	
Jiang, G. Y.; Shang, J.; Liu, W. P.; F...	2020	Modeling the dynamics of on	

Showing 3 of 3 references in Group. (All References: 6)

- Record Summary...
- New Reference
- Edit References
- Move References to Trash
- Add References To
- Copy References To
- E-mail Reference
- Remove References From Group
- Cut
- Copy
- Copy Formatted
- Paste
- Mark as Read
- Mark as Unread
- Rating
- Show All References
- Show Selected References
- Hide Selected References
- Attachments
- PDF Viewer
- Find Full Text
- Find Reference Updates...
- URL
- Web of Science
- Restore to Library
- Resolve Sync Conflicts...

“Find Reference Updates”补充部分文献题录信息如标题，DOI号，期刊名等，进行文献信息更新。





# SOLUTION——部分PDF导入后信息不完整怎么办?

The screenshot shows the EndNote X9 interface. The main window displays a list of references in a table format. A dialog box titled "Finding updates for 1 of 1 reference(s) selected..." is overlaid on the bottom right of the main window. The dialog box contains a progress bar and a "Cancel" button.

EndNote X9  
File Edit References Groups Tools Window Help

My EndNote Library

Search Options Search Whole Group Match Case Match Words

And	Field	Operator	Value
	Author	Contains	
And	Year	Contains	
And	Title	Contains	

Author	Year	Title	Rat
	2020	General Practice and the Community: Research...	
Arif, D. A.; Prarikeslan, W.; Syaha...	2020	ANALYSIS OF SHORELINE DYNAMICS FOR COA...	
Jiang, G. Y.; Shang, J.; Liu, W. P.; F...	2020	Modeling the dynamics of online review life cy...	

Showing 3 of 3 references in Group. (All References: 6)

Finding updates for 1 of 1 reference(s) selected... Cancel





# SOLUTION——部分PDF导入后信息不完整怎么办?

My EndNote Library

Annotated

My Library

- All References (9)
- Imported References (3)
- Configure Sync...
- Recently Added (9)
- Unfiled (9)
- Trash (0)
- My Groups
- Find Full Text

Search Options

Search Whole Group  Match Case  Match Words

Author Contains

And Year Contains

And Title Contains

Author	Year	Title	Rating	Journal	Last Updated	Rel
Arif, D. A.; Prarikes...	2020	General Practice and the Community: Research...		European Journ...	2020/5/27	Joi
Jiang, G. Y.; Shang, ...	2020					

Review Available Updates for Reference 1 of 1 Selected - [ 2020 #7]

The available updates are shown on the left and highlighted in blue. "Update All Fields" copies every updated field from the Available Updates to My Reference, replacing anything already existing in the field(s) in My Reference. "Update Empty Fields" copies available updates only when the corresponding field in My Reference is blank. Text can also be manually copied and pasted into fields.

**Available Updates**

Alternate Journal  
**Eur J Gen Pract**

ISSN  
1381-4788

DOI  
10.1080/13814788.2020.1719994

Original Publication

Reprint Edition

**My Reference**

Alternate Journal

ISSN  
1381-4788

DOI  
10.1080/13814788.2020.1719994

Original Publication

Reprint Edition

**完整信息文献**

**缺失信息文献**

Reference Type: Journal Article

Save and Continue Skip Cancel



# SOLUTION——部分PDF导入后信息不完整怎么办？

The screenshot shows a reference management application. At the top, there is a search bar with 'Quick Search' and 'Hide Search Panel' options. Below the search bar are three filter rows, each with a 'Contains' dropdown and an input field. A table of references is displayed with columns for Year, Title, Rating, Journal, Last Updated, and Reference Type. The first row is highlighted in purple, and a purple arrow points from it to a purple box containing the text '文献信息已补充完整' (Literature information is complete). To the right, a detailed view of the selected reference is shown, with several fields highlighted in purple: Reference Type (Journal Article), Author, Journal (European Journal of General Practice), and Journal Title (General Practice and the Community: Research on health service, quality improvements and training. Selected abstracts from the EGPRN Meeting in Vigo, Spain, 17-20 October 2019 Abstracts).

Year	Title	Rating	Journal	Last Updated	Reference Type
2020	General Practice and the Community: Research...		European Journal of General Practice	2020/5/27	Journal Article
2020	ANALYSIS OF SHORELINE DYNAMICS FOR COA...		International Journal of Geomate	2020/5/27	Journal Article
2020	Modeling the dynamics of online review life cy...		European Journal of Operational Research	2020/5/27	Journal Article

**文献信息已补充完整**

**Reference** | Preview | Attached PDFs

Reference Type: Journal Article

Rating

Author

Year  
2020

Title  
General Practice and the Community: Research on health service, quality improvements and training. Selected abstracts from the EGPRN Meeting in Vigo, Spain, 17-20 October 2019 Abstracts

**Journal**  
European Journal of General Practice

Volume  
26

Part/Supplement

Issue  
1

Pages  
42-50

Start Page

Errata

Epub Date

Date  
Dec 16

Type of Article

Short Title

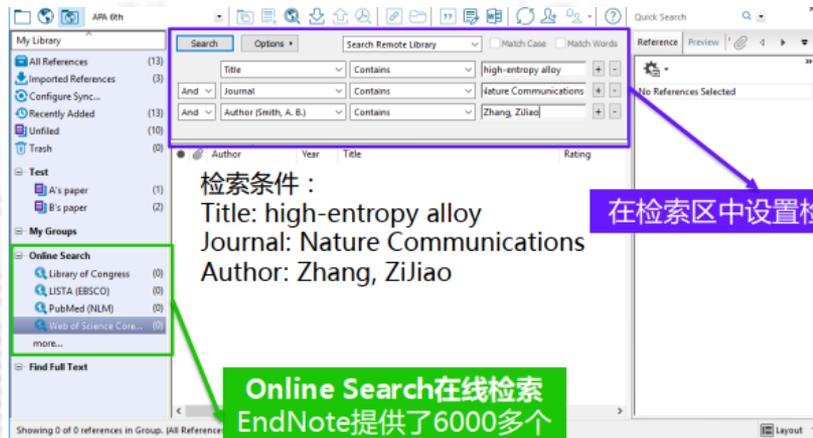
Alternate Journal  
Eur J Gen Pract

ISSN  
1381-4788

DOI  
10.1080/13814788.2020.1719994

Original Publication

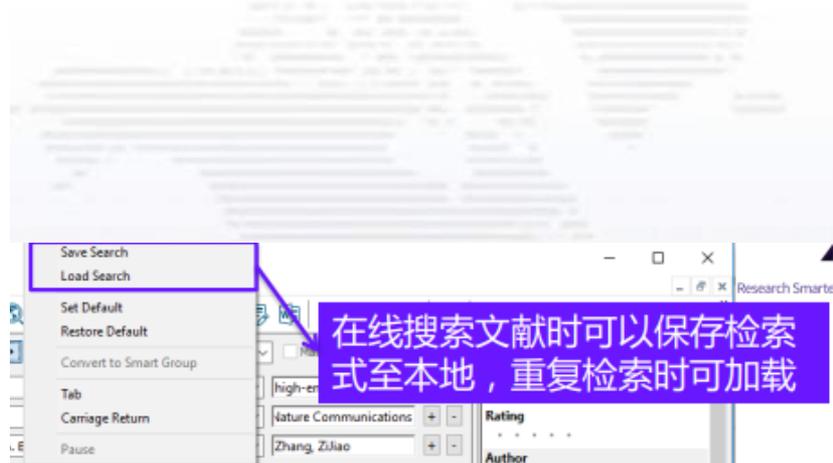
# IV. 在线检索导入参考文献——以Web of Science为例



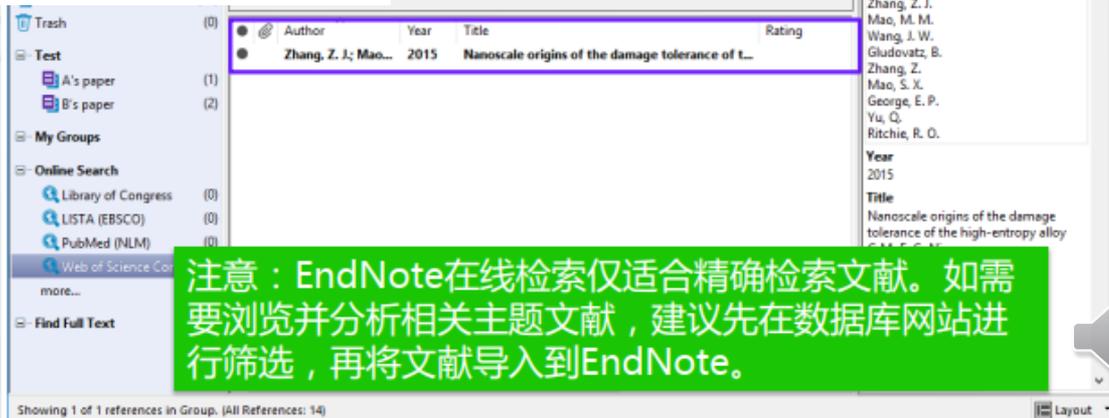
检索条件：  
Title: high-entropy alloy  
Journal: Nature Communications  
Author: Zhang, Zijiao

在检索区中设置检索条件

Online Search在线检索  
EndNote提供了6000多个  
在线资源数据库！



在线搜索文献时可以保存检索式至本地，重复检索时可加载

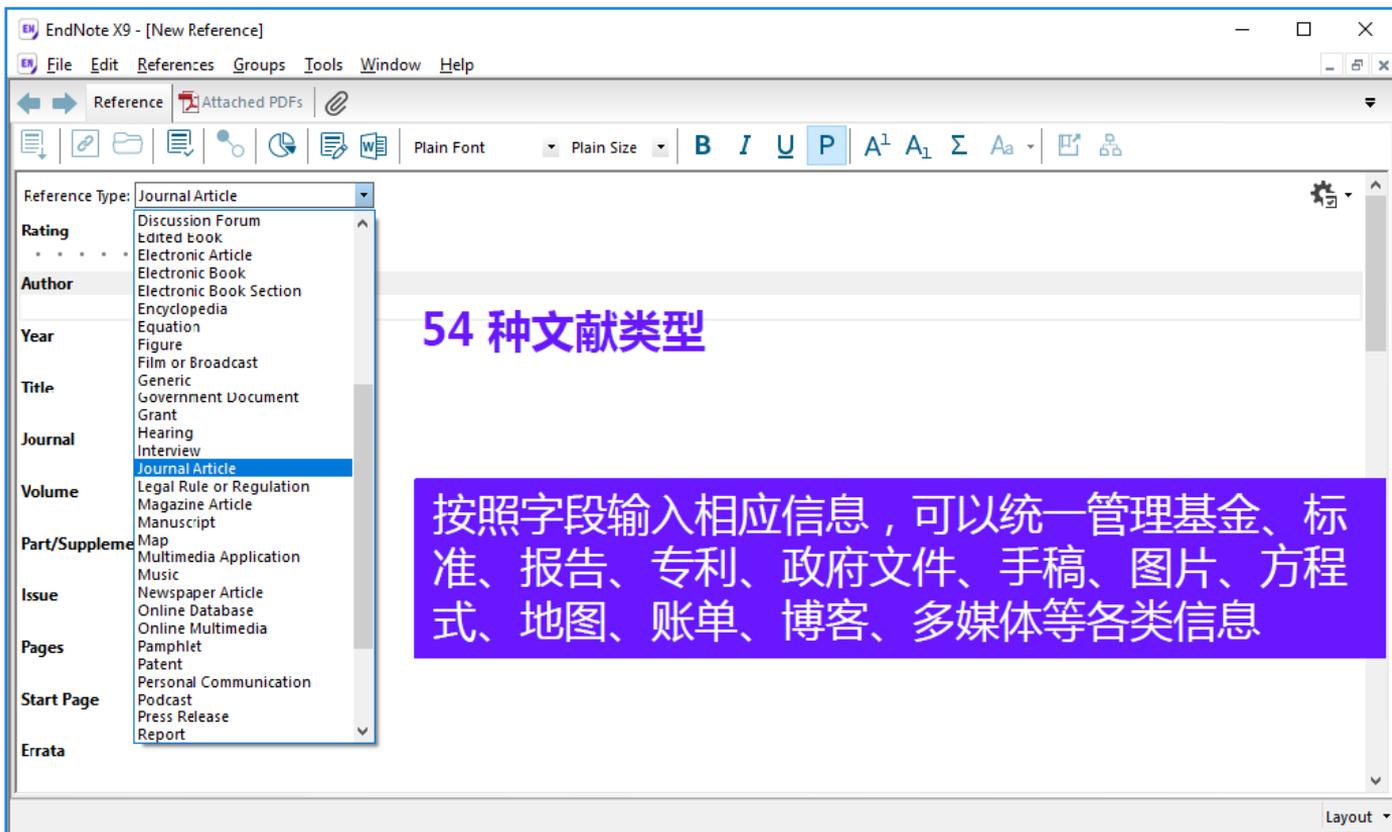


Author	Year	Title	Rating
Zhang, Z. J.; Mao, M. M.; Wang, J. W.; Gludovatz, B.; Zhang, Z.; Mao, S. X.; George, E. P.; Yu, Q.; Ritchie, R. O.	2015	Nanoscale origins of the damage tolerance of the high-entropy alloy	

注意：EndNote在线检索仅适合精确检索文献。如需要浏览并分析相关主题文献，建议先在数据库网站进行筛选，再将文献导入到EndNote。



# V 手工添加参考文献信息





# V 手工添加参考文献信息

The screenshot shows a software window titled "Reference" with a menu bar (File, Edit, References, Groups, Tools, Window, Help) and a toolbar. The "Reference Type" is set to "Journal Article". The form contains the following fields:

- Rating**: A row of five empty stars.
- Author**: Yang Guo, Wang, Yan, Xu, Stefanie
- Year**: 2013
- Title**: Clarivate Analytics-The story of our brand
- Journal**: XX journal
- Volume**: (empty)
- Issue**: (empty)
- Pages**: 2-3
- Start Page**: (empty)

A blue callout box is overlaid on the right side of the form, containing three instructions:

- ❖ Author : 一名一行, 名在前姓在后, 姓前名后要加逗号 ( e.g., John Smith/Smith, John )
- ❖ Keywords : 一词一行
- ❖ Research notes : 添加个人笔记, 方便检索和查询





# V 手工添加参考文献信息

The screenshot displays the EndNote X9 interface. The main window shows a list of 15 references. The selected reference is highlighted in blue:

Author	Year	Title	Rating
Liangliang Shen	2018	Clarivate Analytics - Endnote X9	

The right-hand pane shows the details for the selected reference:

- Reference
- Preview
- Rating: . . . . .
- Author: Liangliang Shen
- Year: 2018
- Title: Clarivate Analytics - Endnote X9
- Journal: XXXX journal
- Volume:
- Part/Supplement:
- Issue:
- Pages: 2-3
- Start Page:
- Errata:
- Epub Date:
- Date:

Showing 15 of 15 references. Layout





# V 手工添加参考文献信息

EN Find Duplicates

Comparing 1 and 2 of 2 duplicates.

Select the record to keep. The record not selected will be moved to the Trash. Select Skip to go to the next set of duplicates.

Zhang, 2013 #13  
Ref Type: Journal Article

**Rating**  
.....

**Author**  
Zhang, Y.  
Zuo, T.  
Cheng, Y.  
Liaw, P. K.

**Year**  
2013

**Title**  
High-entropy alloys with high saturation magnetization, electrical resistivity, and malleability

**Journal**  
Sci Rep

**Volume**

Added to Library: 9/30/2018 Last Updated: 9/30/2018

Zhang, 2013 #16  
Ref Type: Journal Article

**Rating**  
.....

**Author**  
Zhang, Y.  
Zuo, T.  
Cheng, Y.  
Liaw, P. K.

**Year**  
2013

**Title**  
High-entropy alloys with high saturation magnetization, electrical resistivity, and malleability

**Journal**  
Sci Rep

**Volume**

Added to Library: 9/30/2018 Last Updated: 9/30/2018

## STEP1

选择  
“References”



## STEP2

点击  
“Find Duplicates”



## STEP3

选择保留的记录



CHAPTER

05

文献编排





# 论文写作中你是否发现？



写论文时手动插入参考文献的工作很麻烦。



文后参考文献格式复杂，撰写论文时要注意很多细节。



因调整论文架构而随之带来的参考文献顺序调整让工作量剧增。





# 文献编排——如何插入参考文献

## Cite While You Write : 实现Word与EndNote之间的对接

❖ 安装好EndNote单机版后，可自动实现Word与EndNote之间的对接。

The screenshot displays the Microsoft Word ribbon with the 'EndNote X9' tab selected. The ribbon is divided into three main sections: Citations, Bibliography, and Tools. The Citations section includes 'Insert Citation', 'Go to EndNote', 'Edit & Manage Citation(s)', and 'Edit Library Reference(s)'. The Bibliography section includes 'Style: Science Education', 'Update Citations and Bibliography', and 'Convert Citations and Bibliography'. The Tools section includes 'Categorize References', 'Instant Formatting is On', 'Export to EndNote', 'Manuscript Matcher', 'Preferences', and 'Help'. The main document area shows the title 'Reversible modulation of quantum dots' and the author 'Ying Li<sup>1</sup>, \*'. Below the author, the affiliation is listed as 'Beijing National Laboratory for Condensed Matter Physics, Institute of Physics, Chinese Academy of Sciences, Beijing 100190, China'. At the bottom, the keywords are 'Quantum dots, electron transfer, electrochemistry'.



# 文献编排——如何插入参考文献

File Home Insert Design Layout References Mailings Review View Help EndNote X9 ACROBAT Tell me

Insert Citation

Go to EndNote  
Edit & Manage Citation(s)  
Edit Library Reference(s)

Style: Science Education

Update Citations and Bibliography  
Convert Citations and Bibliography

Categorize References  
Instant Formatting is On

Export to EndNote  
Manuscript Matcher  
Preferences

Help

Citations Bibliography Tools

寻找并筛选要插入至文章中的参考文献。

versible modulation of quantum dots

<sup>1</sup> Beijing National Laboratory for Condensed Matter Physics, Institute of Physics, Chinese Academy of Sciences, Beijing 100190, China

KEYWORDS: Quantum dots, electron transfer, electrochemistry

ABSTRACT: As the most potential materials for bioimaging and solar cells, the strategies of precise manipulation over the photoluminescence (PL) of single quantum dots (QDs) have evolved over years and should not be underestimated. This PL modulation of single QD is



# 文献编排——如何插入参考文献

Quantum dots (QDs) are p...  
electron-hole pairs in QDs re...  
through Auger recombination...  
quantum yield or blinking of t...  
blinking in applications such...  
which can greatly benefit fro...  
nanostructures containing QD...  
have received much scientific...

EndNote X9 Find & Insert My References

Zhang Y. **Zhang Y.** End Search: Libraries

Author	Year	Title
Zhang	2018	Epigallocatechin-3-Gallate Promotes the Growth of Mink Hair Follicles Through Sonic H...
Zhang	2006	Continuous distribution of emission states from single CdSe/ZnS quantum dots
Zhang	2017	A comparison of transcriptomic patterns measured in the skin of Chinese fine and co...
Zhang	2017	The patch assay reconstitutes mature hair follicles by culture-expanded human cells
Zhang	2013	Plasmonic photocatalysis
Zhang	2012	A new signal-on photoelectrochemical biosensor based on a graphene/quantum-dot...
Zhang	2013	Enhanced visible light photocatalytic activity of interlayer-isolated triplex Ag@SiO2@...
Zhang	2008	Solid-solution phase formation rules for multi-component alloys
Zhang	2013	High-entropy alloys with high saturation magnetization, electrical resistivity, and mal...
Zhang	2014	Microstructures and properties of high-entropy alloys

Reference Type: Journal Article  
Record Number: 504  
Author: Zhang, L. C.  
Sun, F. L.  
Jin, H. G.  
Dalrymple, B. P.  
Cao, Y.

Insert | Cancel | Help

Library: My EndNote Library.enl 174 items in list





# 文献编排——如何插入参考文献

The screenshot shows the Microsoft Word ribbon with the 'References' tab selected. The document text is as follows:

Quantum dots (QDs) are promising materials for future optoelectronic devices. Ex-cited electron-hole pairs in QDs recombine radiatively by emitting photons or non-radiatively through Auger recombination or trap-assisted processes. The later quantum yield or blinking of the QDs. It is important to increase quantum yield and reduce blinking in applications such as biological imaging and quantum information processing which can greatly benefit from long-lasting and non-blinking emitters. On the other hand, nanostructures containing QDs with reversible and controllable modulation of PL intensity have received much scientific and technical interest because of their potential applications in many fields such as smart windows, nanosensors, optoelectronic devices and memory elements. The precise control over the PL of single QDs needs to be further improved before the QDs can be put into practical applications.

A citation is inserted into the text, highlighted by a blue box with the text '文中参考文献' (In-text reference).

1. Zhang, L. C.; Sun, F. L.; Jin, H. G.; Dalrymple, B. P.; Cao, Y.; Wei, T.; Vuocolo, T.; Zhang, M. X.; Piao, Q. L.; Ingham, A. B., A comparison of transcriptomic patterns measured in the skin of Chinese fine and coarse wool sheep breeds. *Scientific Reports* **2017**, *7*, 12.

The status bar at the bottom shows 'Page 1 of 2', '345 words', and 'English (United States)'. A blue box at the bottom right contains the text '文后参考文献' (End-text reference).





# 文献编排——如何插入参考文献

点选快捷键可快速切换至Word文件中插入引用的书目资料(需先在Word中选定好要引用书目数据的位置)

在EndNote Library中点选要引用的书目资料, 按住Ctrl键可复选

Author	Year	Title
Brus, L. E.		
Brus, L. E.		
Bullen, C.; Mulva...	2006	The effects of chemisorption on the
Burks, P. T.; Ostr...	2012	Quantum dot photoluminescence qu
Bust, M.; Grange...	2013	Bipolar spin blockade and coherent s
By Mitchell J. Sh...	2008	Biospecific Recognition of Tethered
Califano, M.; Fra...	2005	Temperature dependence of excitor
Callan, J. F.; Mulr...	2008	Anion sensing with luminescent quar
Cao, A.; Liu, Z.; C...	2010	A facile one-step method to produce
Cardenas-Jiron, ...	2002	Theoretical study of the interaction
Caruge, J. M.; Ha...	2006	NiO as an inorganic hole-transporting
Caruge, J. M.; Ha...	2008	Colloidal quantum-dot light-emitting
Chakraborti, H.; ...	2013	Interfacing water soluble nanomater
Chakrapani, V.; A...	2007	Charge transfer equilibria between d
Chakrapani, V.; B...	2011	Understanding the role of the sulfid
Chance, R. R.; A...	1978	Molecular fluorescence and energy t
Chen, C.; Zhu, Y.; ...	2011	Ethanol-assisted multi-sensitive poly
Chen, J.; Li, C.; Ed...	2011	Incorporation of graphene in quantu

Showing 435 of 435 references in Group Set. (All References: 1074)





# 文献编排——如何插入参考文献

The screenshot displays the EndNote X9 interface with the 'References' tab active. The 'EndNote X9 Edit & Manage Citations' dialog box is open, showing a table of references. The 'Edit Reference' dropdown menu is expanded, showing options like 'Edit Library Reference', 'Find Reference Updates...', 'Remove Citation', 'Insert Citation', and 'Update from My Library...'. The table lists references such as 'Zhang, 2017 #504' and 'By Mitchell J. Shuster, 2... 2010 #897'. The status bar at the bottom indicates 'Page 1 of 2', '1 of 419 words', and 'English (United States)'.

Citation	Count	Library
1		
Zhang, 2017 #504	1	My EndNote Library
By Mitchell J. Shuster, 2...	1	My EndNote Library
2010 #897	1	My EndNote Library

Quantum dot  
electron-hole pa  
inking in app  
have received m  
the QDs can be j  
1. Zhang, L  
Zhang, M. X.; F  
in the skin of Cl  
2. By Mitchell J. Shuster, A. V., Matthew E. Szapacs, Mary E. Anderson, Paul

Totals: 2 Citation Groups, 3 Citations, 3 References

Page 1 of 2 1 of 419 words English (United States) 100%

插入 (批量插入) 文献

删减文献

调整文献顺序



# 文献编排——如何调整参考文献格式

一键式调整整篇文章的文中及文后参考文献格式。

6,12-Diphenyldibenzo[b,f][1,5]diazocine as an Electron-Capture Agent:  
EfficientMechanistic Probe for SET Processes and Reagent for the  
OxidativeDimerization of Benzylic Organometallics

John J. Eisch,\*[a]Kun Yu,[a]and Arnold L. Rheingold[b]

Keywords: Electron transfer / Reduction / Lithium / Dimerization / Transannular  
reactions

In the present study, 6,12-diphenyldibenzo[b,f][1,5]diazoc-ine, which X-ray diffraction  
measurements have now shownto possess a tub-shaped, eight-membered central ring,  
hasbeen treated with sodium or lithium metal at 25 °C in THF in an attempt to form the  
planar, Hückel-aromatic dianion bythe addition of two electrons to the central diazocine.  
Hydrol-ysis of such an aromatic dianion should have led to the iso-meric 5,12- or 5,6-  
dihydro derivative of the original di-azocine. In actuality, the only product obtained



# 文献编排——如何调整参考文献格式

manuscript-lying - Compatibility Mo... Li, Ying (Dorothy)

File Home Insert Design Layout References Mailings Review View Help EndNote X9 ACROBAT Tell me

Style: ACS

- Select Another Style...
- ACS
- Annotated
- APA 6th
- Author-Date
- Chicago 17th Footnote
- MHRA (Author-Date)
- Nano Letters
- Numbered
- Show All Fields
- Turabian 9th Footnote
- Vancouver

Quantum dots... electron-hole p... through Auger... quantum yield o... blinking in app... which can greatly... nanostructures containing QDs with reversible and controllable modulation of PL intensity have received much scientific... many fields such as smart... elements. The precise control... the QDs can be put into practi...

1. Zhang, L. C.; Sun, F. L.; Jin, H. G.; Dalrymple, B. P.; Cao, Y.; Wei, T.; Vuocolo, T.; Zhang, M. X.; Piao, Q. L.; Ingham, A. B. *Scientific Reports* **2017**, *7*, 12.

2. By Mitchell J. Shuster, A. V., Matthew E. Szapacs, Mary E. Anderson, Paul S. Weiss, and Anne M. Andrews. *Adv. Mater.* **2008**, *20*, (1).

3. Cao, A.; Liu, Z.; Chu, S.; Wu, M.; Ye, Z.; Cai, Z.; Chang, Y.; Wang, S.; Gong, Q.; Liu, Y. *Adv Mater* **2010**, *22*, (1), 103-6.

1. Zhang, L. C.; Sun, F. L.; Jin, H. G.; Dalrymple, B. P.; Cao, Y.; Wei, T.; Vuocolo, T.; Zhang, M. X.; Piao, Q. L.; Ingham, A. B., A comparison of transcriptomic patterns measured in the skin of Chinese fine and coarse wool sheep breeds. *Scientific Reports* **2017**, *7*, 12.

2. By Mitchell J. Shuster, A. V., Matthew E. Szapacs, Mary E. Anderson, Paul S. Weiss, and Anne M. Andrews, Biospecific Recognition of Tethered Small Molecules Diluted in Self-Assembled Monolayers. *Adv. Mater.* **2008**, *20*, (1).

新投稿的期刊格式



## 你以下的困惑是否有了思路？



- 各种来源文献保存杂乱无序，无统一有效管理的位置，面对纷繁冗杂的文献，经常找不到有效的文献。



统一导入至Endnote，使用分组与检索功能进行梳理。

- 写论文的时候，参考文献格式处理令人头疼不已，一不留神错误百出。

与Microsoft Word自动连接, Cite While You Write。

- 自动生成文中和文后参考文献
- 提供6000多种期刊的参考文献格式

## EndNote还有很多强大功能待大家发掘：



■ 做课题或撰写论文时，我们需要对文献进行研读，或借鉴已有的文献进行分析，讨论。但因保存文献量较大，形式繁杂，感觉无从下手。



- ✓ 通过标记，分组，排序等功能来有序管理，快速找到所需文献。
- ✓ 与100个用户分享同一文献库：
  - “活动日志” 便于所有用户随时了解共享文献库的更新状态；
  - “最近添加组” 允许用户重新进入他们在查找文献过程中离开的精确位置。
- ✓ 使用边写作边引用与内置期刊模板，提高写作效率。





**感谢观看，下期再见!**

