Getting Started With EndNote

What is EndNote?
Software that allows you to collect references from a variety of sources to support your research
Software that allows you to insert properly formatted references FROM YOUR ENDNOTE LIBRARY in the text and bibliography of your document

How do I get a copy of EndNote? EndNote is available to all CDU students, faculty and staff.

What forms does EndNote come in? EndNote has two “flavors,” which have different strengths.

EndNote “full” or “desktop” version has all of the bells and whistles. Once installed, it works with your word processor to insert and format references. It is a large program that “lives” on the computer, and should be installed on the computer you use for writing documents.

Versions are available for both Windows and Mac platforms. They must be installed by a member of the library staff. If you have a laptop, bring it to the library. For your office computer, arrangements must be made for staff to come to your office. The trial version offered on the EndNote website does NOT include the features you need to complete your assignments. Make time to come to the library for installation.

There are some hardware/software requirements for installation of EndNote. When you come to the library for installation, be sure to check that your computer meets these requirements.

EndNote Basic (ENB) creates libraries and stores references on the Web. Once you have created an account, you will be able to add references and access your library from any internet-connected device. You can also move references into your desktop version. ENB does not have all of the features of the full version, but if you want to use it to create a document, you will have to install the Cite-While-You Write plugin from the ENB website. ENB’s main advantages are its geographic flexibility and its ability to support collaboration.

To access EndNote Basic, follow the EndNote Icon in the Quicklinks bar on the left side of the library’s home page. If you haven’t used ENB before, click on the “sign up” link to create an account.