

# Tutorial: How to use EndNote

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## I. Downloading and Installation

**Step 1:** Download EndNote from the following link: <http://www.c2learn.com/downloads/EndNoteX3.zip>

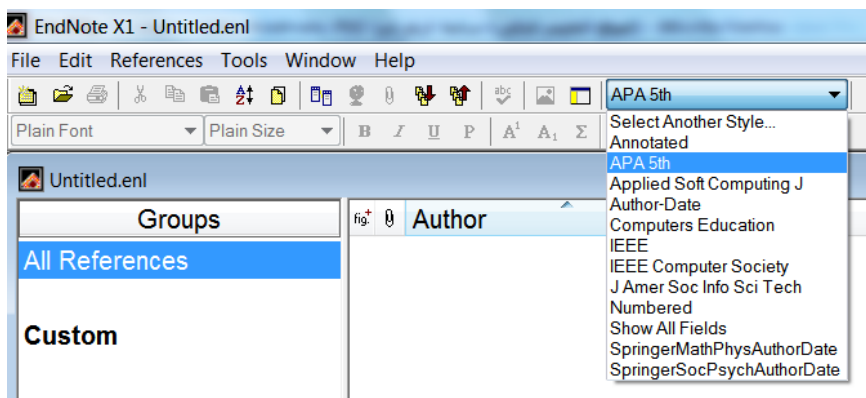
**Step 2:** Install EndNote on your computer.

**Step 3:** Create a new EndNote library

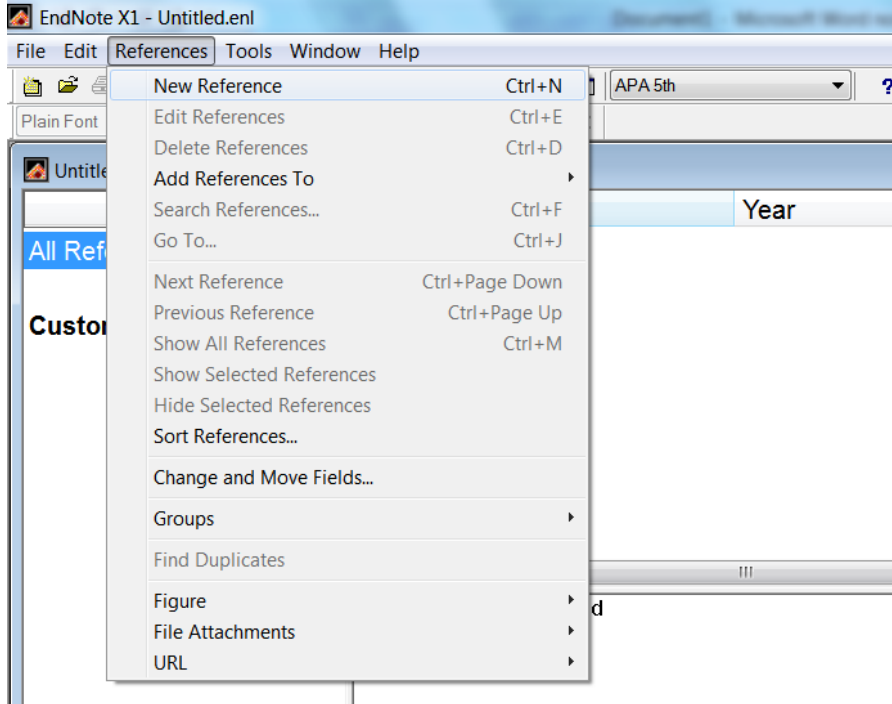


## II. Using EndNote

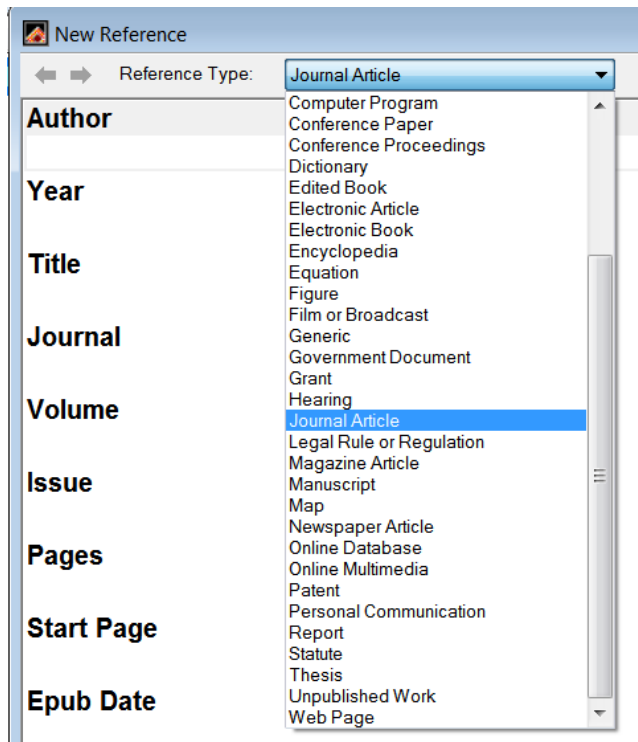
**Step 4:** From the Style -> select APA 5<sup>th</sup> (Harvard University Style)



## Step 5: Add a New Reference



## Step 6: Select the reference type (book, website, journal article, etc.)



**Step 7:** Enter the reference details (Author, Year, Title of the book, etc.). Note that it is not necessary to fill all the details but the important ones.

New Reference

Reference Type: Book

**Author**

**Year**

**Title**

**Series Editor**

**Series Title**

**City**

**Publisher**

**Step 8:** Save your reference using Ctrl+S and it will appear in your library.

Alzahrani, 2012 #1

Reference Type: Journal Article

**Author**  
Salha Alzahrani  
Naomie Salim  
Vaslie Palade

**Year**  
2012

**Title**  
Uncovering Highly Obfuscated Plagiarism Cases Using Fuzzy Semantic Similarity

**Journal**  
Soft Computing

**Volume**  
45

**Issue**  
3

**Pages**  
1-10

**Start Page**

Groups	Author	Year	Title	Journal	Ref Type
All References	Alzahrani	2012	Uncovering Highly Obfuscat...	Soft Computing	Journal Article
Custom					

**Step 9:** Add all your references by repeating the steps 5-8. Your library will look like the image below:

Groups	Author	Year	Title	Journal
All References	Arbor	2009	Michigan Corpus of Upper-le...	MI: The ...
	Argamon	2003	Style mining of electronic m...	9th ACM...
Custom	Argamon	2007	Stylistic text classification us...	Journal ...
Anomalous Detection	Atkinson	2008	Student and staff perception...	Australa...
Corpus	Axelsson	2010	The normalised compressio...	Digital In..
Cross-Language	Baayen	1996	Outside the cave of shadow...	Lit Lingu...
Qualitative Plagiarism	Balaguer	2009	Putting ourselves in SME's s...	25th Co...
Surveys	Banerjee	2003	Extended gloss overlaps as ...	18 Inter...
	Bao	2004	Finding Plagiarism Based on...	Advance...

### III. Using EndNote with Microsoft Word

**When you use EndNote with your project report, you will do two things:**

- **Insert the citation after the text/paragraph that has been taken from one of the reference.**

**Example:**

In both baselines, we adopted three string matching schemes for PD from the literature namely word 5-gram (Kasprzak et al., 2009), word 8-gram (Basile et al., 2009) with 3-word overlapping, and sentence-to-sentence matching (Alzahrani & Salim, 2010). These comparison schemes have been commonly used in existing plagiarism detectors, and have yielded good results. In our experiments, we referred to these methods as W5G, W8G, and S2S, respectively.

- **Insert the reference phrase to the list of references at the end of your report.**

**Example:**

#### References

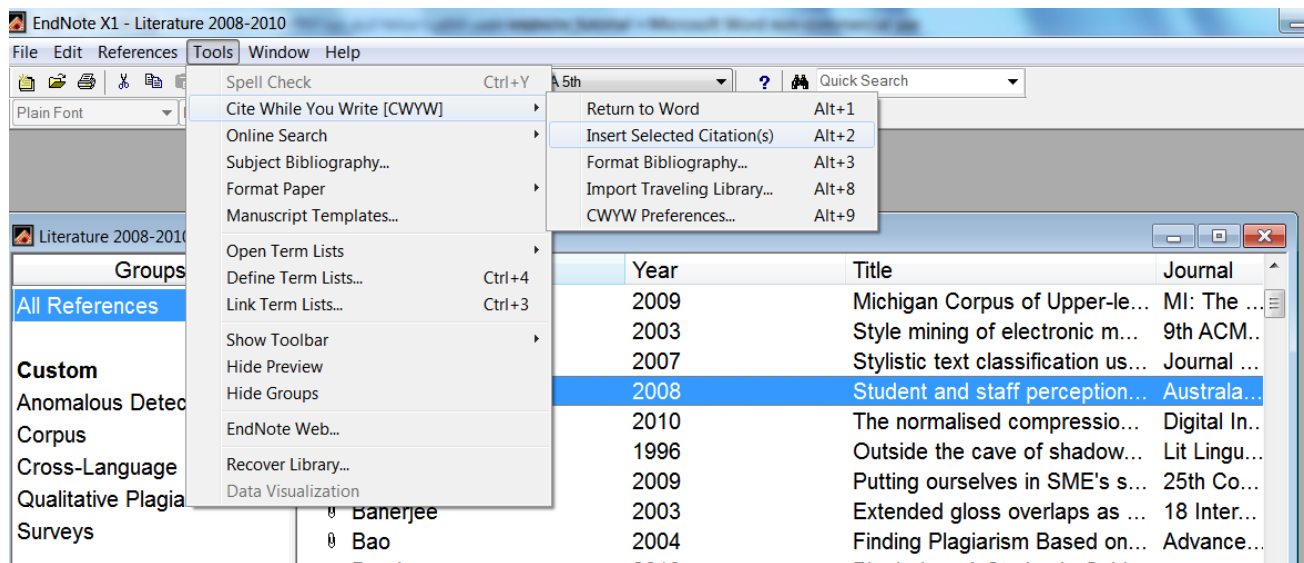
- Alzahrani, S., & Salim, N. (2009, August). Statement-based fuzzy-set IR versus fingerprints matching for plagiarism detection in Arabic documents. Paper presented at the 5th Postgraduate Annual Research Seminar (PARS '09), Johor Bahru, Malaysia.
- Alzahrani, S., & Salim, N. (2010, September). Fuzzy semantic-based string similarity for extrinsic plagiarism detection: Lab report for PAN at CLEF '10. Paper presented at the 4th International Workshop on Uncovering Plagiarism, Authorship, and Social Software Misuse (PAN-10) in conjunction with CLEF '10, Padua, Italy.
- Alzahrani, S.M., Salim, N., & Abraham, A. (2011). Understanding plagiarism linguistic patterns, textual features and detection methods. IEEE Transactions on Systems, Man, and Cybernetics, Part C: Applications and Reviews, PP(99).
- Anjewierden, A. (2001, September). AIDAS: Incremental logical structure discovery in PDF documents. Paper presented at the 6th International Conference on Document Analysis and Recognition (ICDAR '01), Seattle, WA.

**Step 10:** Open your project report in Microsoft Word and stop the cursor in the same place that you want the citation appears.

**Step 11:** Go to EndNote. From your library, select the reference that you want to cite

Arbor	2009	Michigan Corpus of Upper-le...	MI: The .
Argamon	2003	Style mining of electronic m...	9th ACM.
Argamon	2007	Stylistic text classification us...	Journal ..
Atkinson	2008	Student and staff perception...	Australa..
Axelsson	2010	The normalised compressio...	Digital In..
Baayen	1996	Outside the cave of shadow...	Lit Lingu..

**Step 12:** Tools -> Cite While You Write -> Insert Selected Citations



Finally, EndNote will automatically go to the Word document and insert the **citation** in the text and the **reference phrase** to your references.

See the example in the next page!

The screenshot shows the Microsoft Word interface with the following elements:

- Title Bar:** Document1 - Microsoft Word non-commercial use
- Menu Bar:** Insert, Page Layout, References, Mailings, Review, View, EndNote, Acrobat
- Font Group:** Includes font face (Calibri), size (11), bold, italic, underline, text color, and background color options.
- Paragraph Group:** Includes bullet points, numbered lists, decrease/increase indent, and alignment options.
- Styles Group:** Shows 'Normal' selected, along with 'No Spacing', 'Heading 1', and 'Heading 2'.
- Ruler:** A horizontal ruler at the top of the page with markings from 1 to 19.
- Document Content:**
  - A paragraph of text: "The paragraph that has been taken from another reference (Atkinson and Yeoh, 2008)"
  - A reference list below it: "Atkinson, D., and Yeoh, S. (2008). Student and staff perceptions of the effectiveness of plagiarism detection software. *Australasian Journal of Educational Technology*. 24(2), 222-240."