EndNote 21 Desktop Installation Manual



SHREENIVAS DESHPANDE LIBRARY

Indian Institute of Technology (BHU), Varanasi - 221005



INSTALLATION MANUAL

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1. About EndNote-21:

EndNote is the reference manager that helps you save time formatting citations, so you can focus on your research. You can automatically capture new references in your EndNote library without manually populating the information. You also have the option to manually create an entry in your library for any reference materials you can't capture.



2. EndNote-21 desktop installation steps:

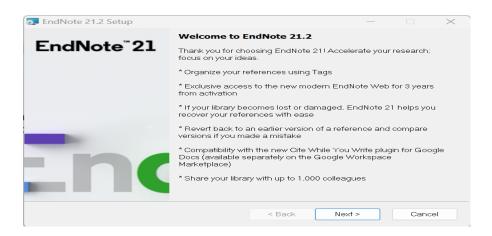
Step 1: Download the Installation file from the given below link: <u>https://support.clarivate.com/Endnote/s/article/Download-</u> <u>EndNote?language=en_US</u>

Note: Download the EndNote 21 file as per your Operating System (OS).

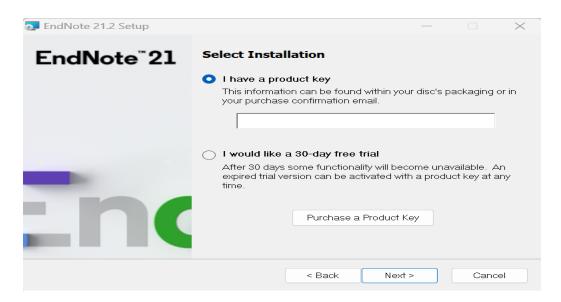
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© Clarivate [™]	Who we serve 👻	Products & Servi	ices 🗸	Resources •	-	Contact
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Download EndNote	I	Chat wit	h an expert			
May 18, 2023 · Knowledge Article		Product	or technical	question		
Please use one of the download links below to install or reinstall your copy of E You will need your Product Key to install a purchased version of EndNote. Plea on 'How to locate your' Product Key.		EndNote	ə product kej	y / license key	y reques	:t
EndNote 21 For Windows or For Mac		Email or	ur support te	am		
EndNote 20 For Windows or For Mac			g & Training			

Step 2: Double click on the downloaded file (**EN21Inst**) and click **Yes** to allow your system for installation.

Step 3: Click on Next button.



Step 4: Type or paste here the product key then click on Next button.

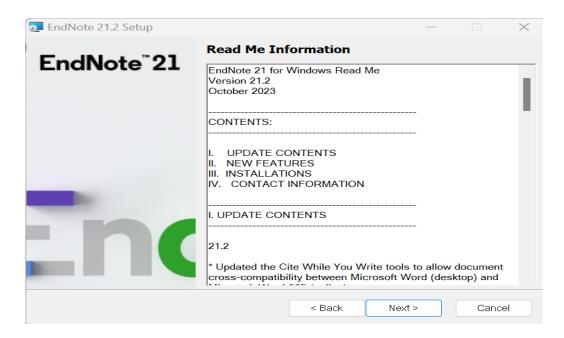


For product key contact to the Library and fill the given google form link: <u>https://forms.gle/5otjyzW2e2wannMg8</u>

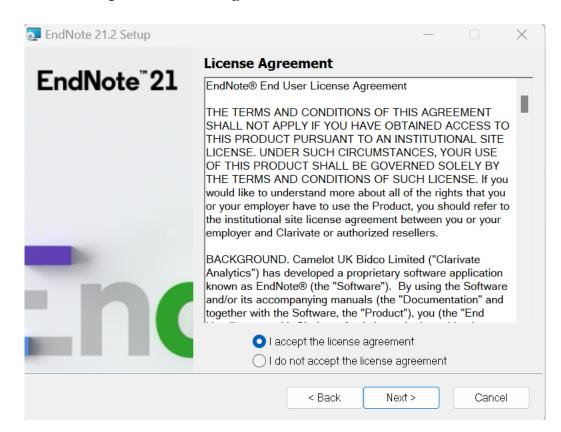
Step 5: Type here your name and organization name then click on Next button.

💽 EndNote 21.2 Setup				\times
EndNote [®] 21	User Information			
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	Your N <u>a</u> me:			
	Kanu Chakraborty			
	Your <u>O</u> rganization:			
	IIT (BHU), Varanasi			
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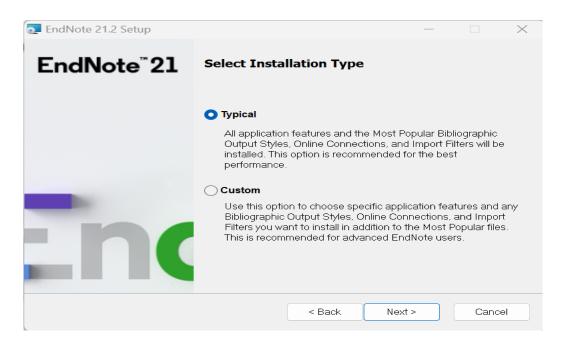
Step 6: After Read Me Information click on Next button.



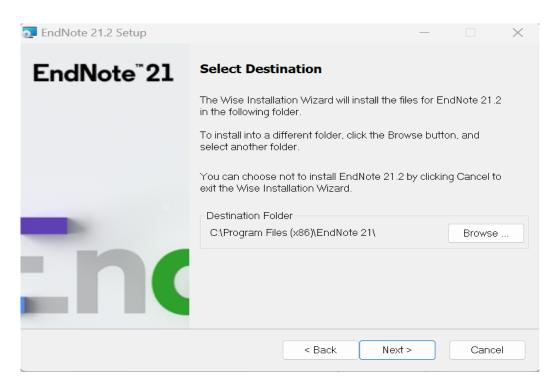
Step 7: Select I accept the license agreement then click on Next button.



Step 8: Select Typical Installation type then click in Next Button.

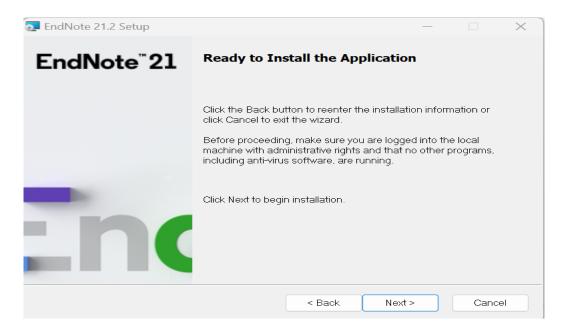


Step 9: Click on Next button for Installation Destination.



Step 10: Click Next button to begin installation.

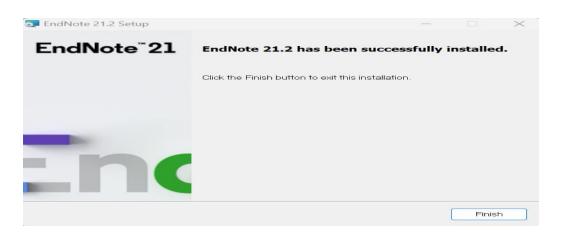
Note: Before begin installation close all Microsoft application (Word, Excel, Outlook, etc) then click on Next button.



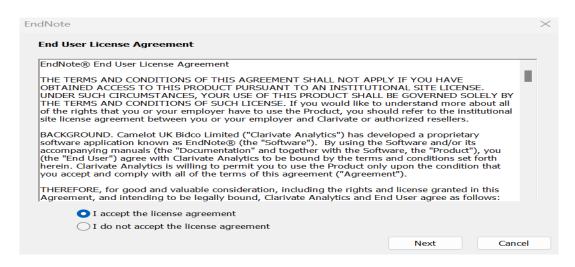
Installation statered wait untill the process complete...

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	Overall Progress		
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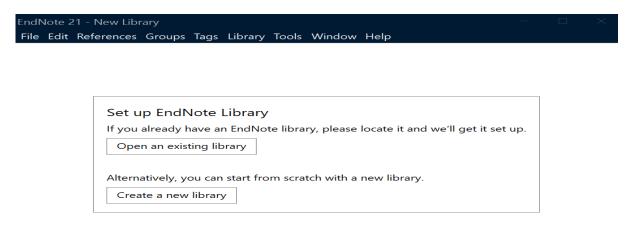
Step 11: EndNote has been successfully installed now click on Finish buton.



Step 12: From the system windows open EndNote Application and Click on I accept the license agreement.



Step 12: Now create your Library or open an existing library if have.



Now you can use ENdNote-21 for reference management.

EndNote 21 - My EndNote Library									—	o ×
File Edit References Groups Tags	Library Tools Window Help									
${\cal G}$ Sync Configuration	All References	+								
📋 All References							۵	No reference selected	R	¢ ~ ×
Recently Added							-			-
📋 Unfiled						Advanced	search			
🗓 Trash										
V MY GROUPS	All References 0 References			22	Ê 2⁺					
✓ My Groups	0 References					· _				
✓ MY TAGS +	Author ^	Year	Title							
 ✓ GROUPS SHARED BY O ✓ ONLINE SEARCH 										
Jisc Library Hub Discover										
 Library of Congress 										
PubMed (NLM)										
Web of Science Core C										

3. How to get product key?

For product key contact to the Library and fill the registrarion form or fill the given google form :

https://forms.gle/5otjyzW2e2wannMg8

Email: <u>deputylibrarian@iitbhu.ac.in</u> / <u>assistantlibrarian@iitbhu.ac.in</u>

4. EndNote-21 desktop user manual (Quick Reference Guide).

Click on the below link for the Quick Reference Guide:

https://clarivate.libguides.com/ld.php?content_id=71898900

5. How to sync with web version?

Syncing in EndNote 21:

You work in multiple locations, and you might prefer having access to the contents of your EndNote library available on all your devices. The Sync feature in EndNote 21 facilitates this goal and increases your productivity.

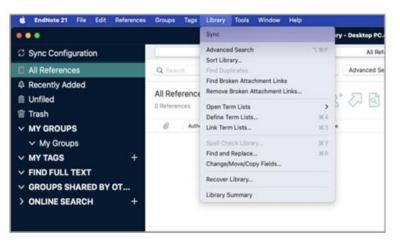
1. Start configuring library syncing by opening the EndNote library you'd like to **designate** as your EndNote **Sync** library and then click **Library > Sync**.

Sync steps

- Press Sign Up to create a new EndNote Web account or sync with an existing EndNote online account by inputting your login credentials.
- By default, every 15 minutes, EndNote 21 will check your library for changes to send or receive. Click Sync Status to confirm that all reference details synchronize between your desktop library and EndNote Web account.

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sing an EndNote a brary in sync.	ccount makes it easy to g	et the latest features a	nd keep you
Create a new EndNo	te Account		
If you don't have then click Sign U	an EndNote account or ar p.	ren't sure,	Sign Up
EndNote Account Cr	edentials		
E-mail Address:			
Password:			
	Forgot Password		
?		Cancel	ОК

4. To sync on a secondary computer, create a blank EndNote library by choosing File > New. Click Library > Sync to input your EndNote Web account credentials and perform your initial sync to copy down all existing library information.



Note: If you don't have EndNote account you can create it through Web of Science, <u>Click</u> <u>here</u> for account creation. Web of Science account login credential will be your EndNote login credential.

6. Basic queries:

- All in One/Discovery/Remote access/
 OPAC: <u>https://iitbhu.lsdiscovery.in/home/dashboard</u>
 Please give your feedback: <u>Click here.</u>
- ▶ Request for call back <u>Clicks here</u>.
- Solution: <u>Click here.</u>
- ▶ For more details, visit the Library website: <u>https://www.iitbhu.ac.in/cf/lib.</u>
- Feel free to contact us for any queries, email to <u>libraryservices@iitbhu.ac.in</u>, or visit the Library.

Please don't share your user ID and password with anyone.

Thank You