

Exporting publications from EndNote X4 to Pure

If you have a large number of publications stored in Bibliographic Management Software such as Refworks or EndNote then you can export your publications into Pure rather than manually entering them. **Note:** Some manual editing may still be required once your publications have been uploaded depending on how you have entered the data previously in your EndNote Library.

Preparing to export your EndNote Library

The University has a specially developed output style for exporting items from EndNote to Pure.

- Download the Output style called **PureOutputStyle** (available from the Pure webpage)
- Save the style in the following folder on your computer - C:\Program Files\EndNote X4\Styles
- Open up your EndNote Library with your publications in
- Most items will transfer to Pure as the correct reference type, for Working/Discussion Papers and Conference Papers you should change the reference type as detailed below BEFORE exporting your references

Choosing the correct reference type

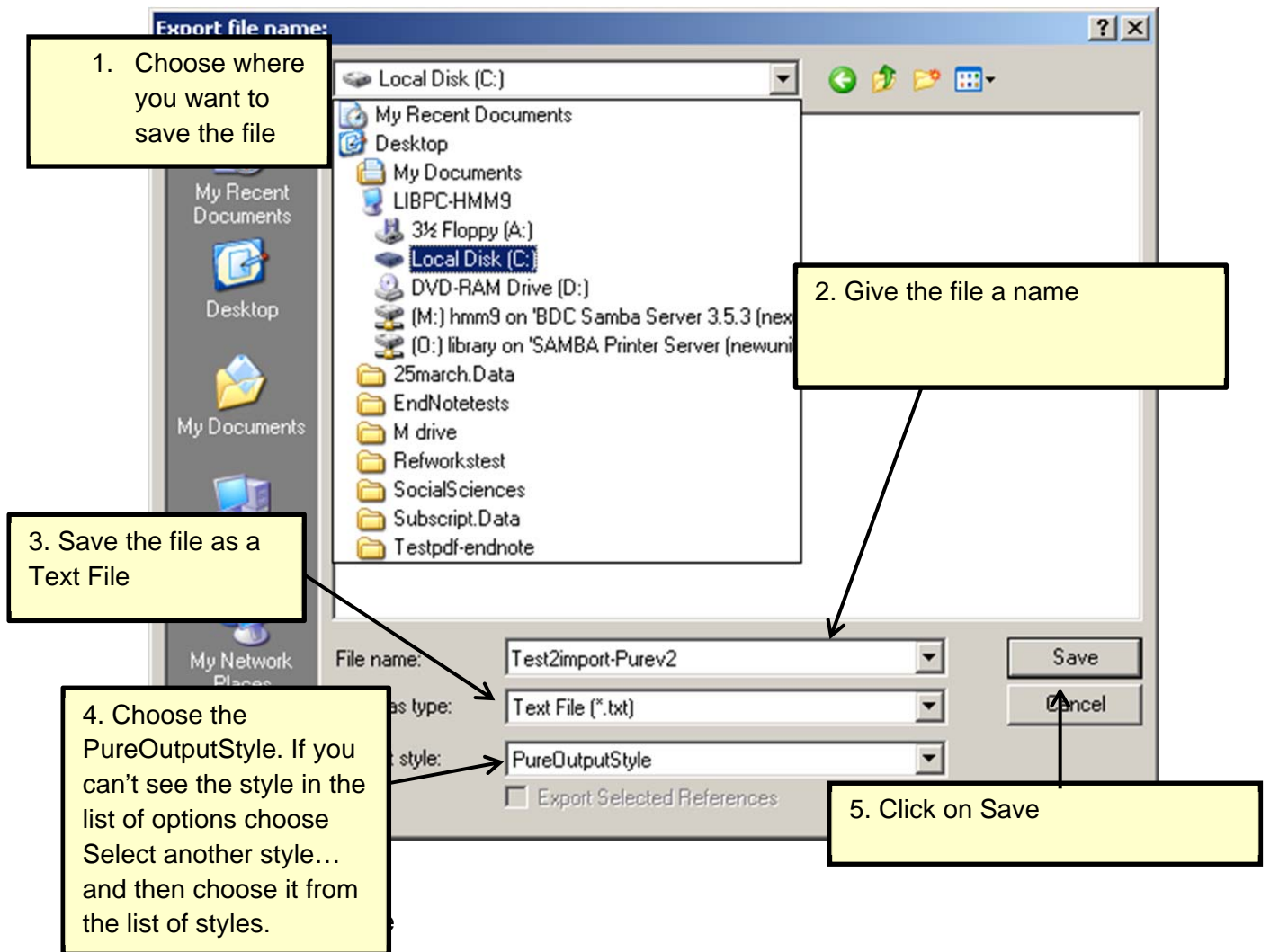
Working/Discussion Papers- EndNote does not have a reference type for working/discussion Papers. You should change the reference type for your working/discussion paper into **Unpublished Work** in order for it to export to Pure correctly.

Conference Papers – a paper which was presented at a conference but is unpublished should have the reference type **Conference Paper**. A paper which was published in conference proceedings should have the reference type **Book Section**.

- If the keyword field in your references is populated with multiple keywords then you will need to make a small change to the set up. Instructions on how to do this can be found at the end of this guide

Exporting your EndNote Library

- Highlight all the publications you wish to export to Pure.
- Go to **File > Export**

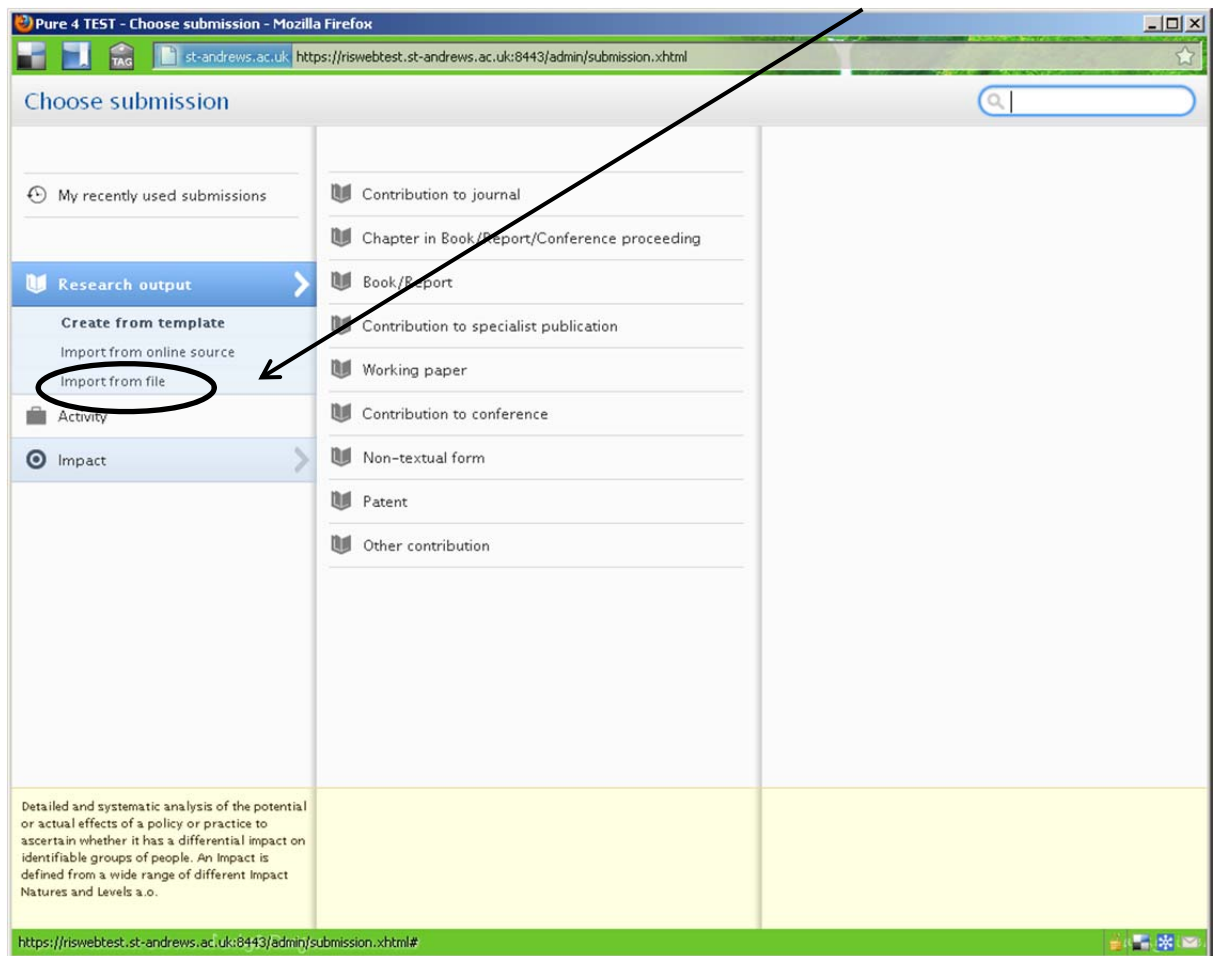


Importing your references into Pure

In Pure choose **Add New** on the right hand side of the screen



- Choose **Research Output** from the left hand side and then **Import from File**



- Choose **RIS Format**
- On the next screen click on the Browse button next to upload file and find the text file you have just exported from EndNote
- Click on **Import**
- A list of your publications will appear in Pure
- Select the Import button to the right of each one to place them into Pure
- At the top of the next screen check that it has entered it in as the correct type of output. If not you can change this by using the **Change Template** button on the top right of the screen. It is likely that you will require this when importing conference papers and proceedings.



- Next check all the data that has been carried over and ensure that it is correct and in the right fields before saving the record.

Help

If you require help with exporting your publications from EndNote to Pure then please contact your Academic Liaison Librarian who will be happy to advise you:

Alice Crawford (Arts & Divinity) – ac101@st-andrews.ac.uk or (01334) 462317

Vicki Cormie (Science & Medicine) – yhc1@st-andrews.ac.uk or (01334) 462314

Hilda McNae (Social Sciences) – hmm9@st-andrews.ac.uk or (01334) 462298

Exporting keywords from EndNote to Pure

EndNote does not export multiple keywords correctly in the RIS style. This means that when you import the file into Pure the keywords will all be listed together and not placed in individual keyword field.

In order to transfer the keywords correctly into Pure the keyword tag needs to be assigned to each of the keywords. To do this you need to make some changes to your EndNote library:

In EndNote go to Edit > Change text...

The image shows a screenshot of the 'Change Text' dialog box in EndNote. The dialog has a title bar 'Change Text' and a dropdown menu 'In:' set to 'Keywords'. There is an 'Insert Special' button to the right. Below this is a 'Search for:' text box. Underneath are two checkboxes: 'Match Case' (unchecked) and 'Match Words' (checked). The 'Change the text to:' section contains a text box with 'KW - |' and a 'Retain Capitalization' checkbox (checked). At the bottom are 'Change' and 'Cancel' buttons. Seven yellow callout boxes with arrows point to specific elements: 1. 'Choose to change the text in the keywords field.' points to the 'In:' dropdown. 2. 'Click once in the Search for box' points to the 'Search for:' text box. 3. 'Now choose Carriage return by clicking on the Insert Special button' points to the 'Insert Special' button. 4. 'Click once in the Change the text to: box' points to the 'Change the text to:' text box. 5. 'Now choose Carriage return by clicking on the Insert Special button' points to the 'Insert Special' button. 6. 'Type KW followed by 2 spaces. Then type - followed by 1 space.' points to the 'Change the text to:' text box. 7. 'Click on the Change button to save the changes you have made' points to the 'Change' button.

1. Choose to change the text in the **keywords** field.
2. Click once in the **Search for** box
3. Now choose Carriage return by clicking on the Insert Special button
- 4 Click once in the **Change the text to:** box
5. Now choose Carriage return by clicking on the Insert Special button
6. Type KW followed by 2 spaces. Then type – followed by 1 space.
7. Click on the Change button to save the changes you have made