Installing EndNote

⚠️ **Discontinued**

Please note that Endnote will no longer be supported for by Princeton Theological Seminary. Please contact learning@ptsem.edu for any additional questions, comments or concerns.

ⓘ The Office of Digital Learning provides support and training. They can be contacted at learning@ptsem.edu.

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Windows Installation

System requirements for EndNote X7 for PC. See EndNote for more details.

1. Windows XP (service pack 3), Vista, Windows 7, Windows 8
2. 450-megahertz or faster processor; 256 MB RAM
3. Microsoft Word 2003, 2007, 2010, 2013

Installation instructions:

1. (Students only!) You can go obtain EndNote from Filr under the "Net Folders" tab. When prompted to log in, use your PTS username and password. Click **Student Software > EndNote > EndNoteX7 Windows**.
2. Download both files and extract them into the same directory.
3. Double-Click the "ENX7inst.msi" file. This will begin the installation.
4. Proceed through the installation.
   You will asked whether to do a Typical or Custom installation. Typical is fine for most.

5. Once the installation is complete, you can delete both the zip files, and the extracted contents.
6. When first starting EndNote, it may ask you if you want to update. Go ahead and do that.
7. See the Getting Started section below.

Mac OSX Installation

System requirements for EndNote X7 for Mac. See EndNote for more details.

1. Mac OS X (10.6.8x, 10.7, 10.8x)
2. Intel-based Macintosh
3. Microsoft Word 2008 or 2011

Installation instructions:

1. (Students only!) You can go obtain EndNote from Filr under the "Net Folders" tab. When prompted to log in, use your PTS username and password. Click **Student Software > EndNote > EndNoteX7 Mac**.
2. Unzip EndNote

3. Move the EndNote X7 folder to Applications
4. Navigate to that folder and launch EndNote X7
5. Go through the installations process (Microsoft Office needs to be closed).
6. See the Getting Started section below.

Getting Started

(The following instructions are for Windows 7, but they should be similar for other operating systems.)

The EndNote Getting Started Guide for both Windows and Mac can be downloaded from:

http://endnote.com/support/online-user-manual/x7

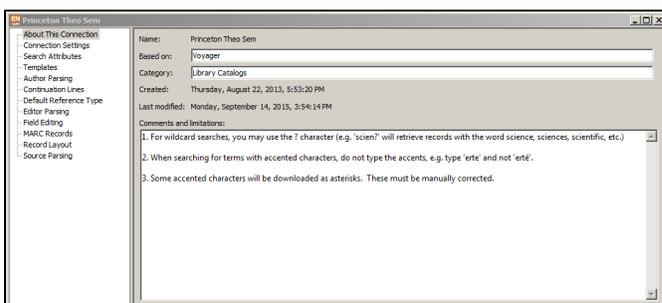**Note:** You can download the entire manual from the top of the list.

1. EndNote requires the installation of a connection file which holds configuration settings for each library database you will connect to.

   Note: EndNote also refers to a saved reference file as a "library".

   To download the connection file to Princeton Theological Seminary (for example: "Princeton Theo Sem.enz"), go to http://endnote.com/downloads /connection/princeton-theological-seminary-nj

   To download all available connection files, go to http://endnote.com/downloads/connections (you can also search for individual connection files here).
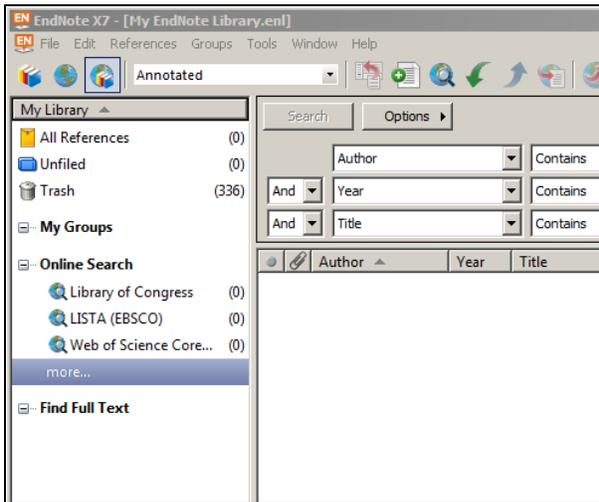
2. After downloading the connection file, double-click to open it in EndNote. The following screen will appear:
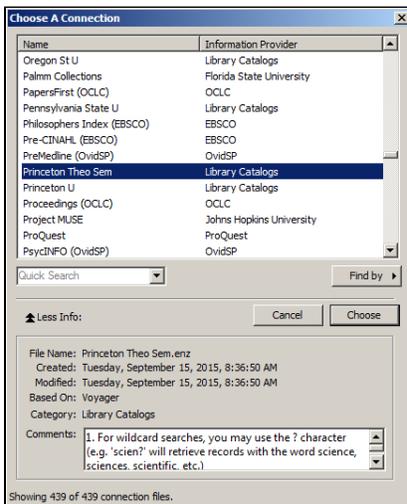

3. In EndNote, click "**File > Save As**. **Delete** the word "copy" and click "Save". This saves the connection file in EndNote, but does not activate it. Click **File > Close Connection.**
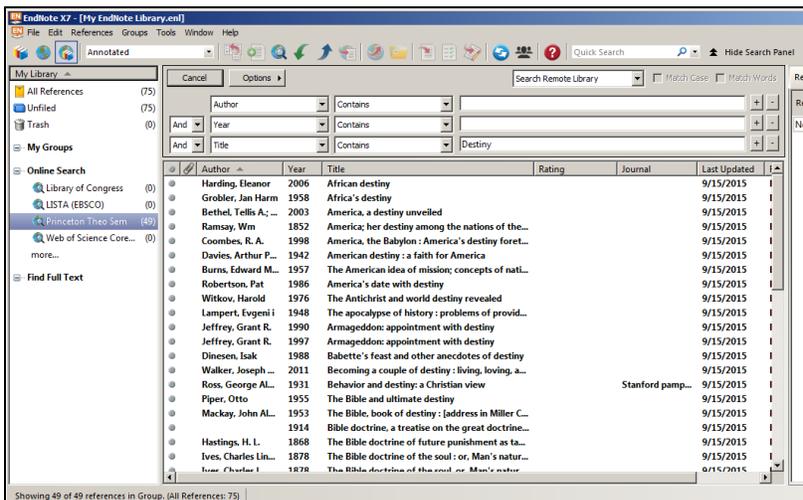

4. To activate the connection, click "more ..." as in the following screen:
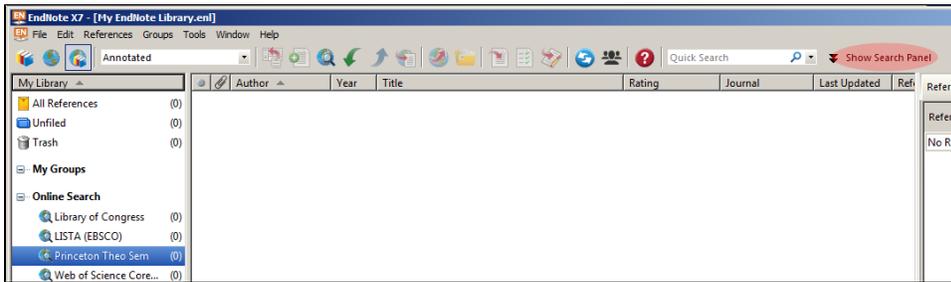
5. The following screen opens:

6. Select "Princeton Theo Sem" or whatever library/Connection you want and click **Choose**. "Princeton Theo Sem" will now show up in the list on the left. And here you can begin your search.

7. If you cannot see the above search screen, click "Show Search Panel" below:

Getting Started Differences for Mac

1. In EndNote, go to "Menu" and choose "Customizer".
2. Place a check next to all of the "Connections" you'd like.
3. Click "Next" twice and "Done" to close the window.