

# FINDING FULL TEXT WITH ENDNOTE®



## LET ENDNOTE LOCATE AND STORE FULL TEXT WHILE YOU CONTINUE TO RESEARCH

Thomson Reuters EndNote X2 and later automates the task of locating full text files on the Web by using bibliographic data stored in the reference. Once found, EndNote downloads and attaches the PDF to the reference. EndNote uses several methodologies when searching for full text of scholarly journal articles and conference proceedings, including:

- Web of Knowledge Full Text Links
- EndNote Web Services
- DOI (Digital Object Identifier)
- PubMed LinkOut
- Authenticated OpenURL

EndNote employs all of the above methods to optimize the likelihood of finding full text files associated with your bibliographic records. For resources that require a subscription, EndNote X3 lets you authenticate using EZProxy® to take advantage of institutional subscriptions available through an OpenURL link resolver. If EndNote cannot access the full text file, it may add a new URL to the reference that links to a publisher or database provider Web page containing further details on full text access.

EndNote stores the full text file in the active library's .DATA folder and reveals a PDF icon in the File Attachment field of the reference. In the Library window, a paper clip icon appears in the File Attachments column for that reference.

## ACTIVATE THE FULL TEXT LOCATOR EASILY

1. Select the reference(s) for which you would like to locate full text.
2. From the References menu, select Find Full Text. This option is also found in an open reference window on the right-click contextual menu.

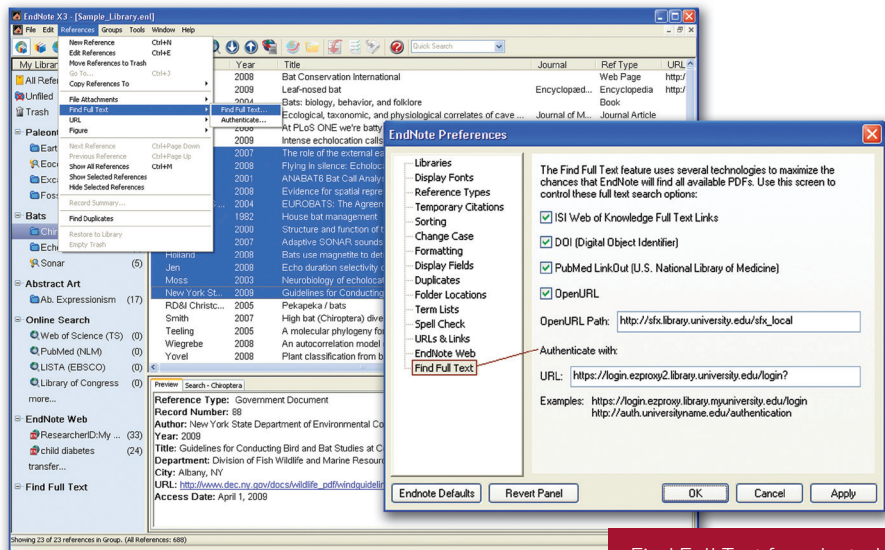
**Note:** The EndNote full text locator scans various online resources for available files. Subscription data sources require that you establish authorized access prior to locating full text. You can login to your campus library or configure the EndNote authentication preference for off-campus use. The success of EndNote finding a full text file can vary

based on file location, authentication methods, and even article subject or discipline. Copyright issues with full text files require that you read and adhere to downloading or other usage guidelines pertaining to your subscription resources. Check with your university, institution, or local information professional for more specific guidelines.

## HOW TO OPTIMIZE THE FULL TEXT LOCATOR

The following steps increase the likelihood that EndNote will find full text files related to your bibliographic records.

- Make sure you are IP-authenticated to access any premium full text resources (where required).
- Add your OpenURL and Authentication URL into the EndNote Find Full Text preferences.
- Ask your librarian if your institution is set up with Web of Knowledge custom journal links. If so, create a free, personalized Web of Knowledge account and log-in to achieve a higher rate of full text retrieval.
- Create an EndNote Web account. Anyone with EndNote X2 and later as well as Web of Knowledge can log-in today.
- Review your EndNote records to confirm the DOI information is in the "DOI" field. Data can be moved between fields easily using the "Change and Move Fields..." option on the Tools menu.
- Enable Web browser cookies.



Find Full Text for selected references in your EndNote library while you continue to work. Set up EZProxy to access online resources when off-campus.

## ENDNOTE — FIND FULL TEXT

### 5 DIFFERENT TECHNOLOGIES — 1 FEATURE

EndNote supports five technologies to help users locate full text PDF files. EndNote will automatically try all of the available technologies to maximize the likelihood that full text can be found for selected bibliographic records. Additional details on each method are provided below.

#### Thomson Reuters Web of Knowledge Full Text Links

Institutions subscribing to the Web of Knowledge have access to a free set of full text journals. And, can provide additional connections where the custom journal link technology is enabled. If you are a subscriber, you must be sure that IP-based access to the Web of Knowledge is configured properly prior to using the EndNote Find Full text feature. See [www.isiwebofknowledge.com](http://www.isiwebofknowledge.com) for more information.

#### EndNote Web Services

The online component of EndNote employs powerful, custom Web service technology to help EndNote search for PDFs. EndNote Web is updated regularly with new information that EndNote can leverage to become faster and more accurate at finding online information for you.

#### DOI (Digital Object Identifier)

DOIs are persistent codes assigned to digital files that are designed to help with managing metadata and enabling automated management of media. EndNote can also use DOIs to locate the full text of an article through CrossRef. The chances of EndNote finding a full text file is improved greatly when the DOI is present.

#### PubMed LinkOut

LinkOut is a service of PubMed that allows users to link directly from PubMed to a wide range of information and services beyond the PubMed system, including subscription databases and publisher websites. PubMed LinkOut can be configured with subscription details, check with your library for details. EndNote has traditionally included hyperlinks to source records for items downloaded from PubMed; the PubMed LinkOut technology is not limited to these records. See <http://www.ncbi.nlm.nih.gov/projects/linkout/> for more information. The PubMed LinkOut option for Find Full Text is turned off by default. You can have EndNote check PubMed for full text by selecting this option in the EndNote Find Full Text preferences.

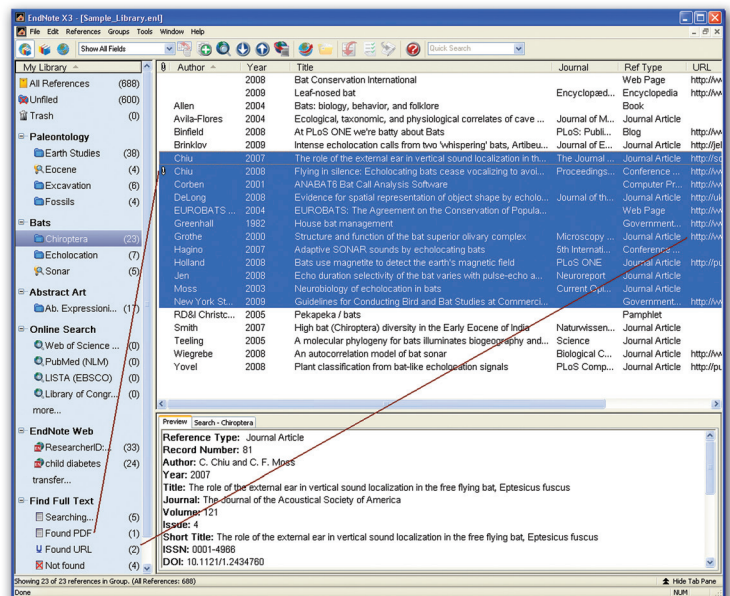
#### Authenticated OpenURL

OpenURL services create URLs that contain metadata and are designed to support mediated linking from information resources to library services, providing access to appropriate copies of materials. EndNote can make use of OpenURL and EZProxy to locate full text files. It's often necessary to authenticate in order to take advantage of the subscription resources linked to through OpenURL. If you have access to an OpenURL server (often provided through your university/institutional library, optimized for SFX) you can configure OpenURL and Authentication in EndNote Find Full Text preferences.

#### What's next?

The EndNote Find Full Text feature is designed so that enhancements and new technologies can be added to improve the breadth and accuracy without having to update the application. EndNote Web Services is regularly updated with more detailed information on connectivity to full text files. Suggestions for databases or publications you would like to see added or optimized in the EndNote full text feature can be made at <http://www.endnote.com/ensuggest.asp>.

EndNote tracks your progress in the Find Full Text groups. Files and URLs are updated while you work. Right-click the Searching group to pause or cancel.



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