

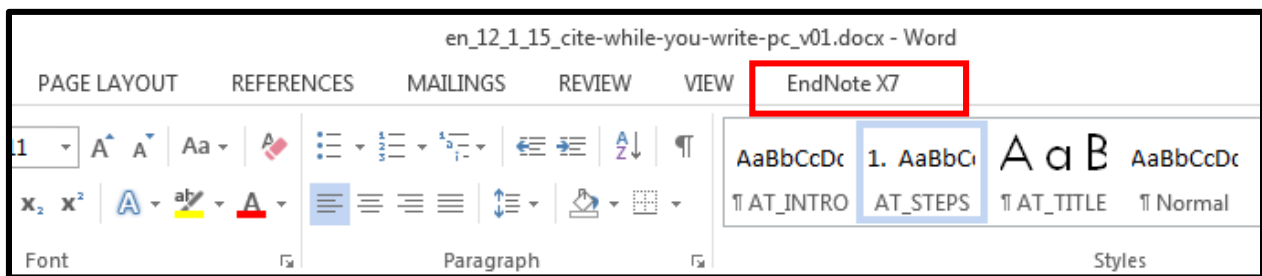
TUTORIAL

ENDNOTE CITE-WHILE-YOU-WRITE
IN MICROSOFT WORD

This tutorial demonstrates how to cite EndNote references directly within a Microsoft Word document by using the Cite-While-You-Write plug-in.

If you have further questions, please contact the ITS Help Desk
<http://www.help.pace.edu> PLV: 914 773 3338 NYC: 212 346 1583

1. Open a Microsoft Word document and select the **EndNote X7** tab. This tab will be appear after installing EndNote on your computer.

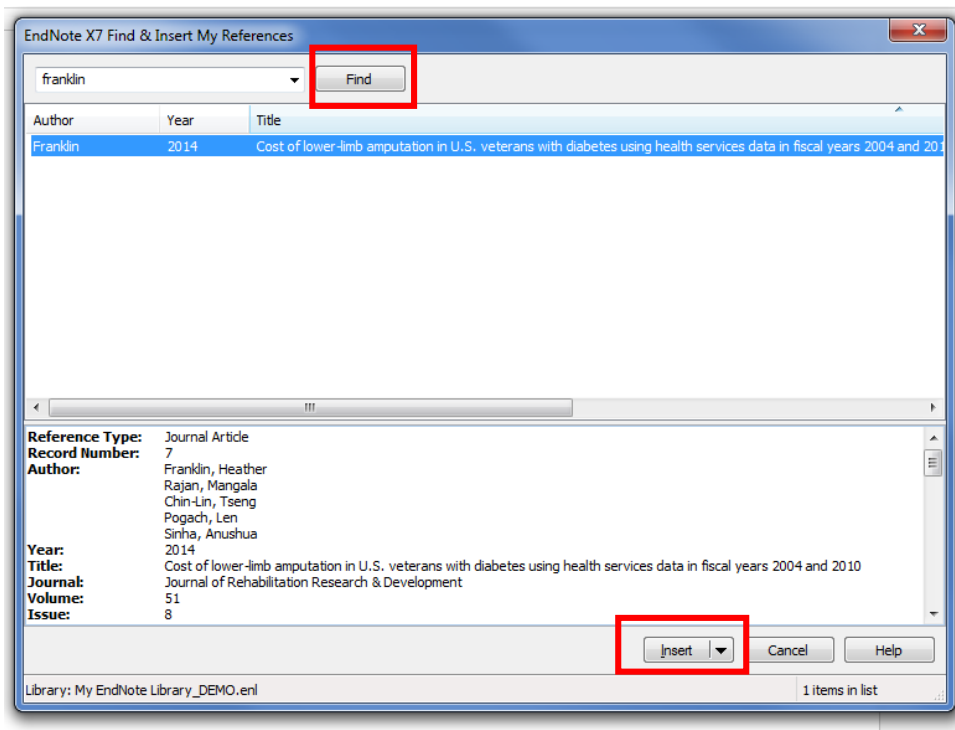


2. Select the **Insert Citation** button. From the dropdown menu, select **Insert Selected Citation(s)**.



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3. Search for the desired citation by keyword and hit **Find**. Highlight the citation, and select **Insert**.



4. To insert multiple citations at once, select **Go to EndNote** and select the citation you wish to insert. Return to Word and click the **Insert Citation** button. From the dropdown menu, select **Insert Selected Citation(s)**.



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5. Your citations will appear within the document.

Franklin, Heather, et al. "Cost of Lower-Limb Amputation in U.S. Veterans with Diabetes Using Health Services Data in Fiscal Years 2004 and 2010." *Journal of Rehabilitation Research & Development* 51.8 (2014): 1325-30. Print.

Kyriakis, C. S., et al. "Serological Evidence of Pandemic H1n1 Influenza Virus Infections in Greek Swine." *Zoonoses Public Health* (2015). Print.

Li, Rui, et al. "Diabetes Self-Management Education and Training among Privately Insured Persons with Newly Diagnosed Diabetes - United States, 2011-2012." *MMWR: Morbidity & Mortality Weekly Report* 63.46 (2014): 1045-49. Print.

Yusen E, Lin, and Victor L. Yu. "Legionnaires' Disease in Ltc Facilities: A Hidden Threat." *Long-Term Living: For the Continuing Care Professional* 63.5 (2014): 36-40. Print.

My Notes: