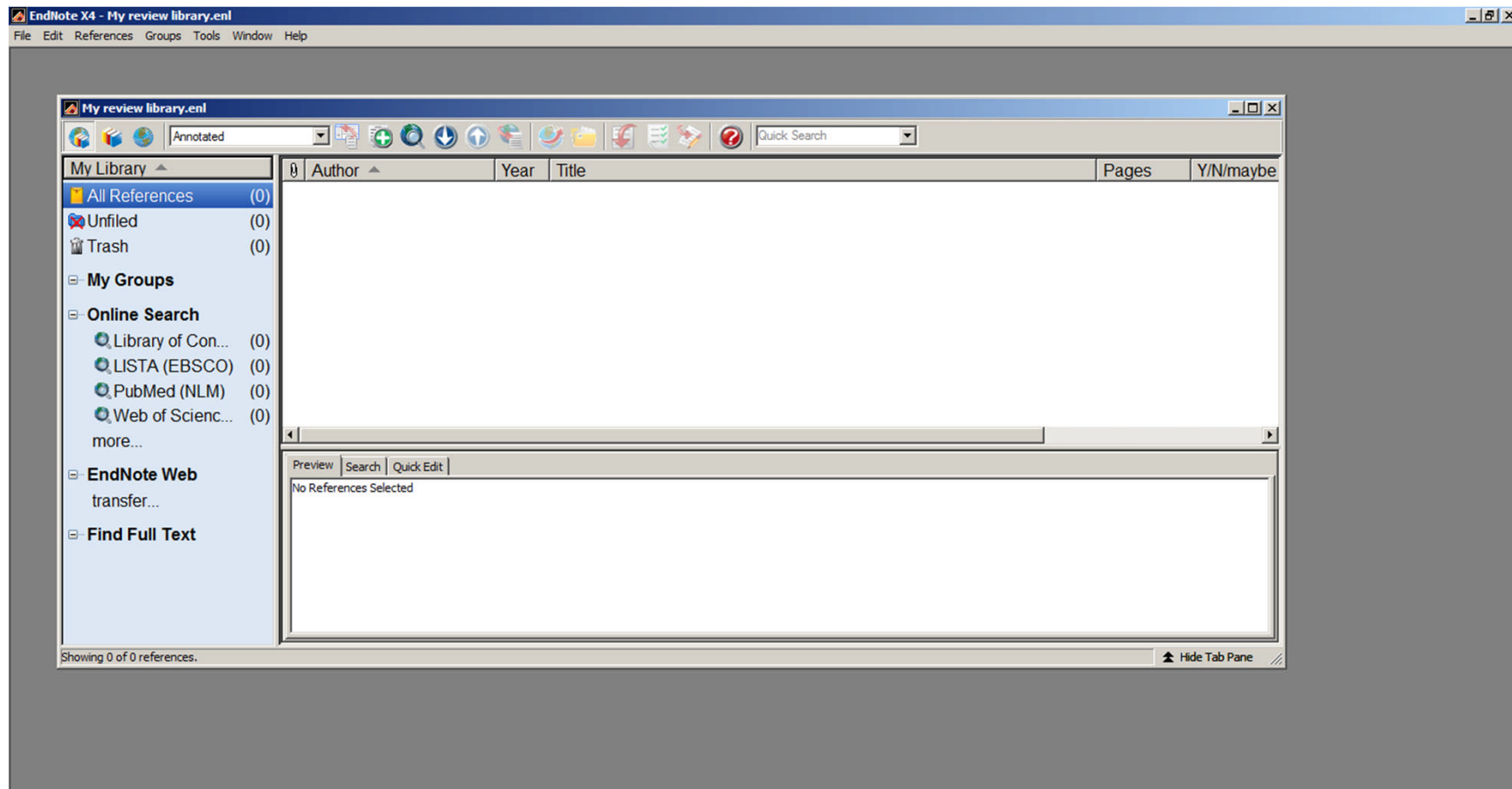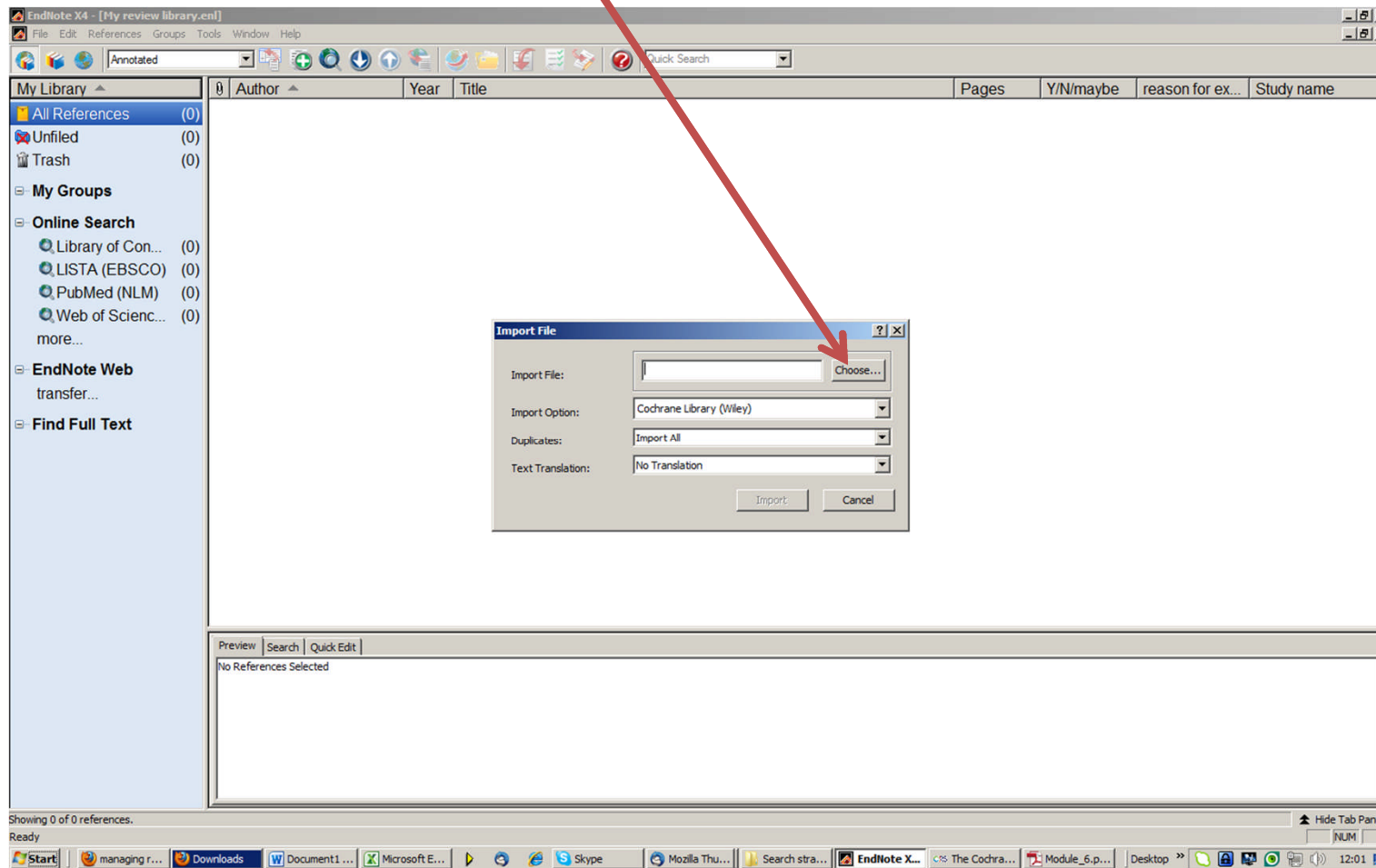# 1. Create a new Endnote library

Open up your copy of endnote and go to **file-new** and then name and save your library. You will now have an empty library.
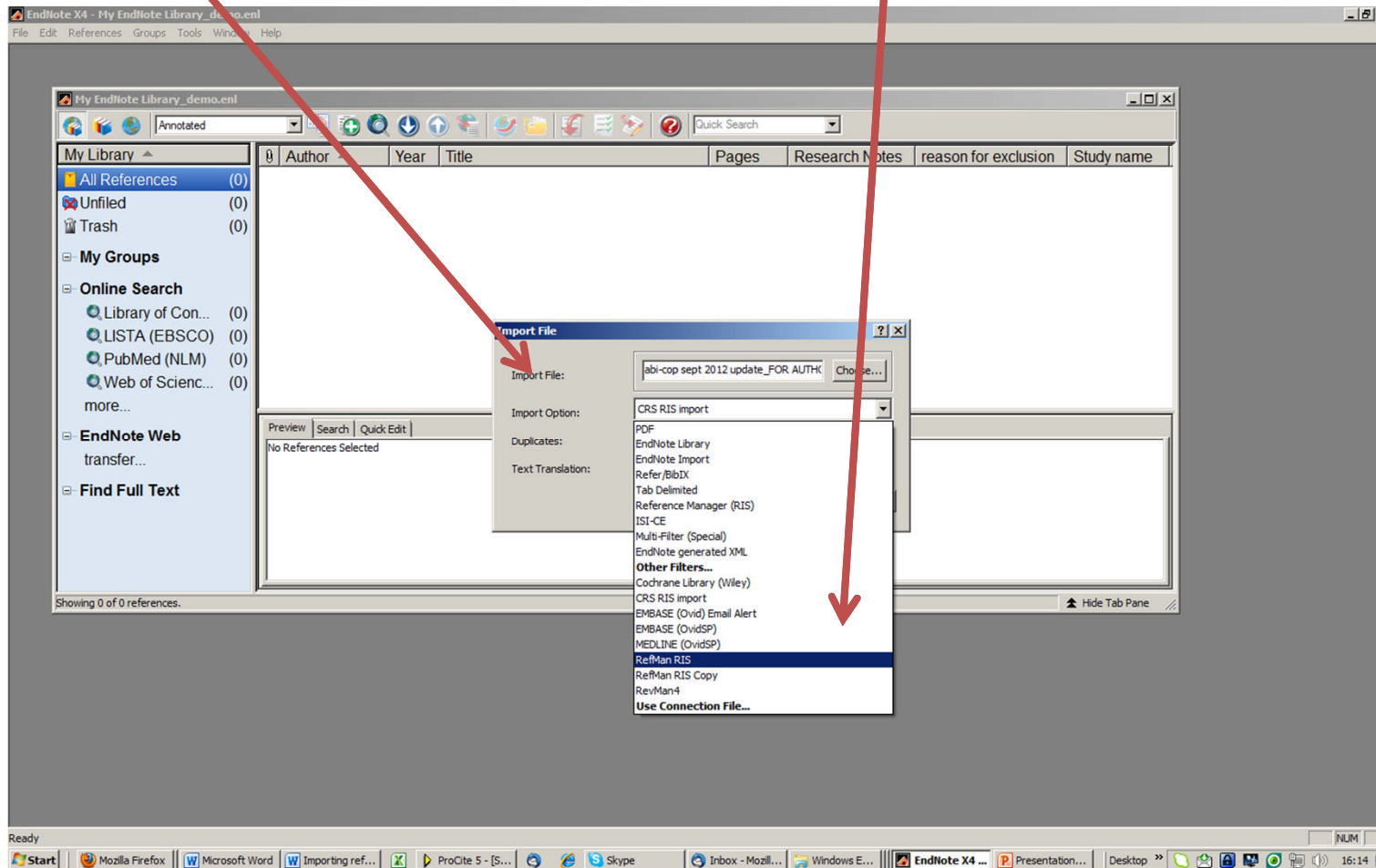
2. Import references

To import the text file of results that the TSC (Liz) will have sent you, go **to file-import-file** and then in the top box **'import file'**, navigate to where you saved the text file.

3. Select the correct import filter. *(Liz will tell you which filter you need to use in the email she sent with the text file)*

Endnote comes with a large selection of standard import filters. For a standard RIS text file, choose the RefMan RIS filter from the **Import Options.**

If you can't see the filter you need in the drop-down list, select '*Other Filters'.*

4. Click 'import'.
All your references will be imported!

View a list of your references in the top panel. Double-click to open and edit a record.

View the reference record in the bottom panel