Soka University of America
EndNoteWeb Tutorial
Part 13 – Exporting a Single Citation from Web of Knowledge Databases

***Note: Before you begin exporting saved searches in Web of Knowledge databases like Web of Science to EndNote Web, make sure that you are already logged in to your Endnote Web in a separate window.

1.) Another way to collect and save your references is by saving searches done within your favorite databases and importing those searches for safekeeping in EndNote Web. Let’s review how this is done with the popular database Web of Science. First, go to the library’s main webpage and open up the Web of Science database that is located on the databases webpage:

2.) Let’s search “cancer” and “California”:
3.) The following list of results will appear. Let’s open up the result “Hospital Readmissions and Emergency Department Visits Following Laparoscopic and Open Colon Resection for Cancer”:

4.) Once you open up the search result “Hospital Readmissions and Emergency Department Visits Following Laparoscopic and Open Colon Resection for Cancer”, the following detailed results page will appear. This page is full of important information about the article. Note the “Send to: my.endnote.com” option at just above the article’s title:
5.) Select the pull down menu of the “Send to: my.endnote.com” feature. Click on “my.endnote.com”:

6.) Once you click on “my.endnote.com” you will be prompted to select the “Record Content” you wish to export to your EndNote Web. It is recommended that you select the “Full Record and Cited References” option. Select “Send”:
7.) The following box will appear. Wait for your citation to be sent to EndNote Web:

![Sending Records to my.endnote.com](image)

8.) Once the “Sending Records to my.endnote.com” box disappears you can confirm that the citation has been sent to EndNote Web by locating the red “EN” button that will now appear next to the “Print” button above your article’s title. To view your citation in EndNote Web, click on this EndNote Web button:

![Add to Marked List (0)](image)

9.) Once you click on the red “EN” button, a new window will open. This new window will bring you directly to the citation you just exported to EndNote Web:

![ENDNOTE basic](image)

10.) From here you can find the article’s full text, insert more citation information into empty fields, copy the citation to your “Quick List”, and more.