

Library Tutorial for Life Sciences Honours & Dept. of Biological Sciences Graduate Students

*Web of Science & BIOSIS Previews
Introduction to EndNote X*

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Session Outline

- Enhanced Library Services
- Overview of Library Resources
- Construction of a Search Statement
- Demonstration of selected Major Databases
 - Web of Science
 - BIOSIS Previews
- Introduction to EndNote X
- Guides, Tools & Tips



Library Services

Loan Entitlement for Honours / Graduate Students



Loan entitlement = **30 items**

More Information:

<http://www.lib.nus.edu.sg/guides/rules/rulestab.html>

Type of materials	Main Shelves Books	Reserved Books/ Readings (RBR)	Bound periodicals	AV Items	Reference Items ("R")
Loan period	28 days	2 hours/ overnight	1 day*	View in library	Use in library
Online renewal	2 renewals	-		-	-

*Not applicable in C J Koh Law & Medical Bound Journals

Library Services

Document Delivery Service (DDS)

- Request journal articles, book chapters or conference papers that are **not available** in NUS Libraries.
- Accessed via E-Forms after Library Portal Login.
- Needs to be approved by your Supervisor.
- Cost borne by NUS Libraries.
- Limited to 3 requests for Honours students.

More Information:

<http://www.lib.nus.edu.sg/guides/dds nus.html>



Library Services

Inter-Library and Intra-Library Loan Services (Graduates)

Inter-Library Loan - Request books **not owned** by NUS Libraries.

Intra-Library Loan – Request **circulating books & journals** found in other NUS Libraries to be collected at MD/SC Library

- Accessed via E-Forms after Library Portal Login.



Overview of Web of Science

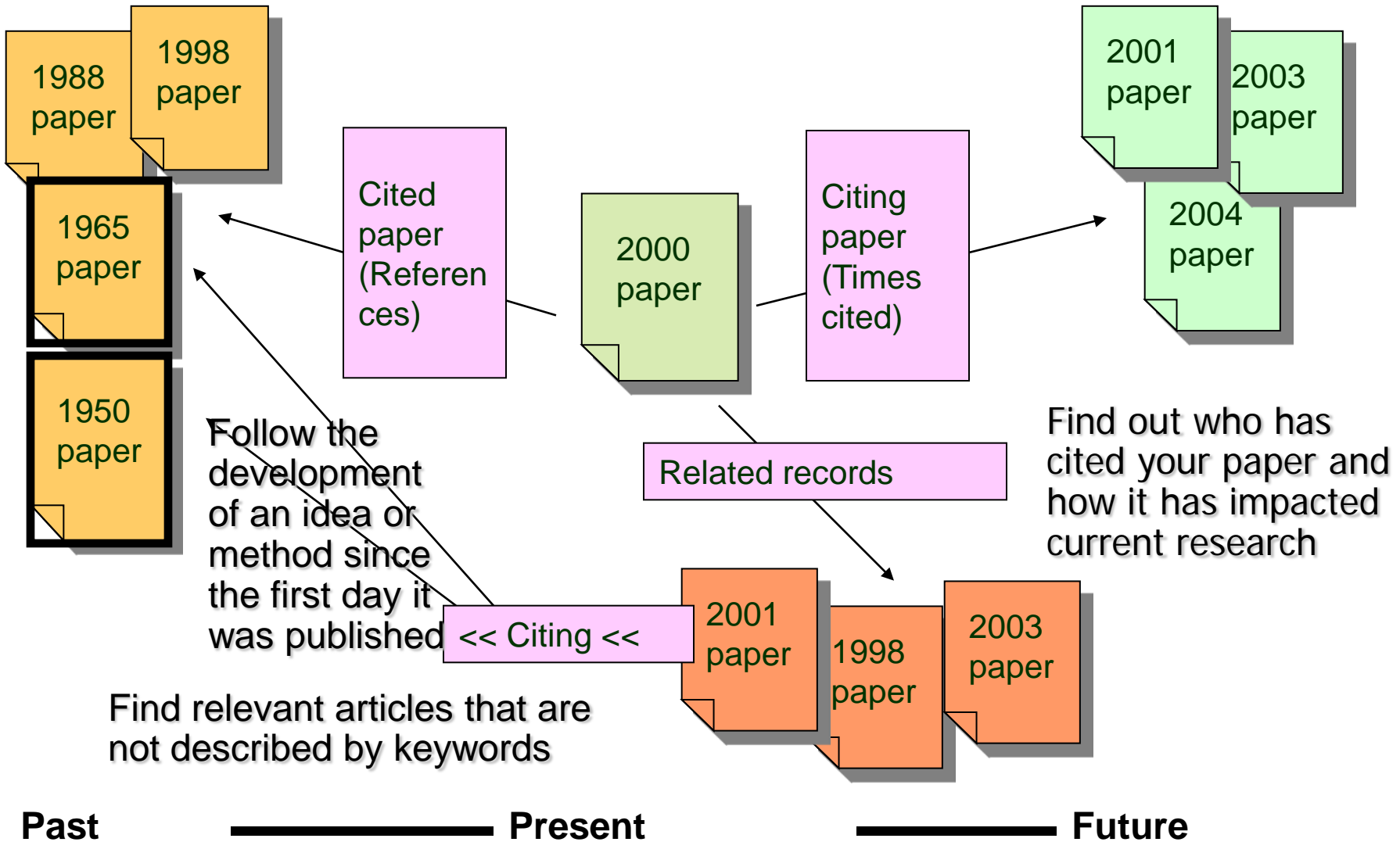
ISI Web of KnowledgeSM

- Hosted on Web of Knowledge platform.
- Web of Science includes:

- **Science Citation Index Expanded (SCI-Expanded)**
- Social Science Citation Index (SSCI)
- Arts and Humanities Index (A&HCI)
- **Conference Proceedings Citation Index – Science (CPCI-S)**
- Conference Proceedings Citations Index – Social Science and Humanities Index (CPCI-SSH)

- SCI fully indexes over 7,100 major journals across 150 disciplines. 40 million records.
- Coverage begins from 1900.
- NUS subscription commences from 1900 onwards.
- Updated weekly.

Tracing Research Development in Web of Science



Overview of BIOSIS Previews

ISI Web of KnowledgeSM

- Hosted on Web of Knowledge platform.
- Important reference for Life Sciences and Biomedical Research.
- Literature in pre-clinical and experimental research, methods and instrumentation, animal studies, environmental and consumer issues.
- 5,000 journals (*Biological Abstracts*) and non-journal literature (Books, Patents, Meetings).
- Over 500,000 records added annually.
- Coverage begins from 1985.

Overview of Scopus



- Content includes:
 - > 16,500 Peer-reviewed Journals
 - > 1,200 Open access journals
 - Conference proceedings, web resources, patents, trade publications, and book series.
 - 38 million records
(Almost 50% include references going back to 1996)
- Worldwide coverage
 - > 50% of the content originating from European, Latin American and the Asia-Pacific region.
- 100% coverage of Medline titles
- Updated weekly

Overview of SciFinder

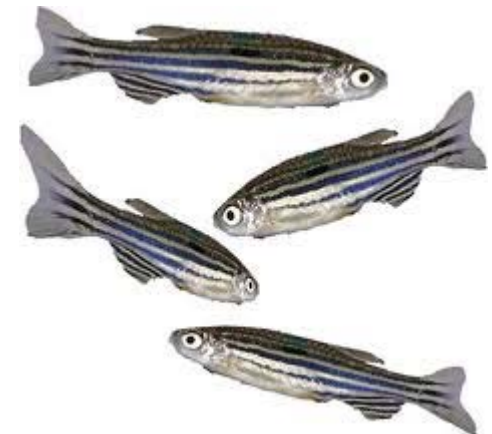


- Developed by Chemical Abstracts Service (CAS)
- Information from:
 - > 10,000 currently published journals
 - > 38 million organic and inorganic substances
 - Patents from > 57 patent authorities
- Explore database by:
 - Chemical structures or biological sequences
 - Substructures and reactions
 - Research topic, author, company, substance name
- Client & Web version
- Limited Seats
- Off-Campus access via NUS WebVPN
<https://webvpn.nus.edu.sg>



Sample Research Topic

The effects of toxins on the development of zebrafish embryos



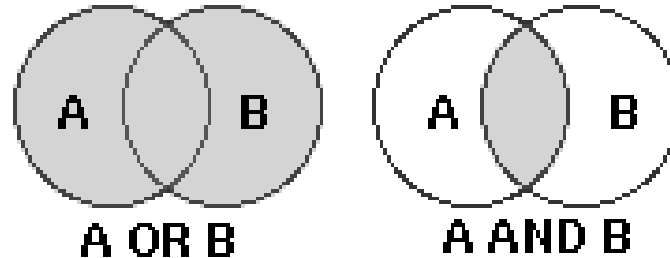
Construction of a Search Statement

Topic { The effects of toxins on the development of zebrafish embryos

	Concept 1	Concept 2
Keywords Synonyms {	toxins	Zebrafish
	toxin, toxic, toxicity	Zebra Fish
	Teratogen,teratogenic	<i>Danio rerio</i>

Search Statement {
((toxi* **OR** teratogen*))
AND
(zebrafish **OR** "zebra fish" **OR** Danio rerio)

Boolean Connectors



OR - *any* of the terms may be present

AND - *both* terms must be present

NOT - eliminate an unwanted concept or word

SAME or **NEAR**- terms must appear in the same sentence
e.g. Genetic **SAME** engineering

Wildcards



- ★ - to represent any group of characters, including no characters
e.g. biol* - for biolog**y**, biolog**ist**, biolog**ists**, biolog**ical**
- ? - to represent any single character
e.g. cat? - for cat, cat**s**
- \$ - represent one character or no characters
e.g. behavio**\$**r , colo**\$**r , vapo**\$**r
(useful for finding both British & American spellings)

Introduction to EndNote X4



A bibliographic management software tool that:

1. **Collect** and **organizes** references found from many sources
2. Selectively **insert** these references into a Microsoft Word document
3. Automatically **formats** your references according to a predefined citation style

Comparing EndNote X4 & EndNote Web

	EndNote X4	EndNote Web
Advantages	Work on references and cite independent of Web – less processing time	Web-based : longer processing & connection time
	Full installed on computer. No expiry.	Account expires after you leave NUS
	Stores unlimited no. of references	Max. 10,000 references only
	Store full-text (eg. PDF, sound files)	Unable to store full-text
Disadvantages	References stored on local computer. Needs to save and move references to another computer.	Can work on references anywhere with Internet (renew account every 12 months via NUSNET)

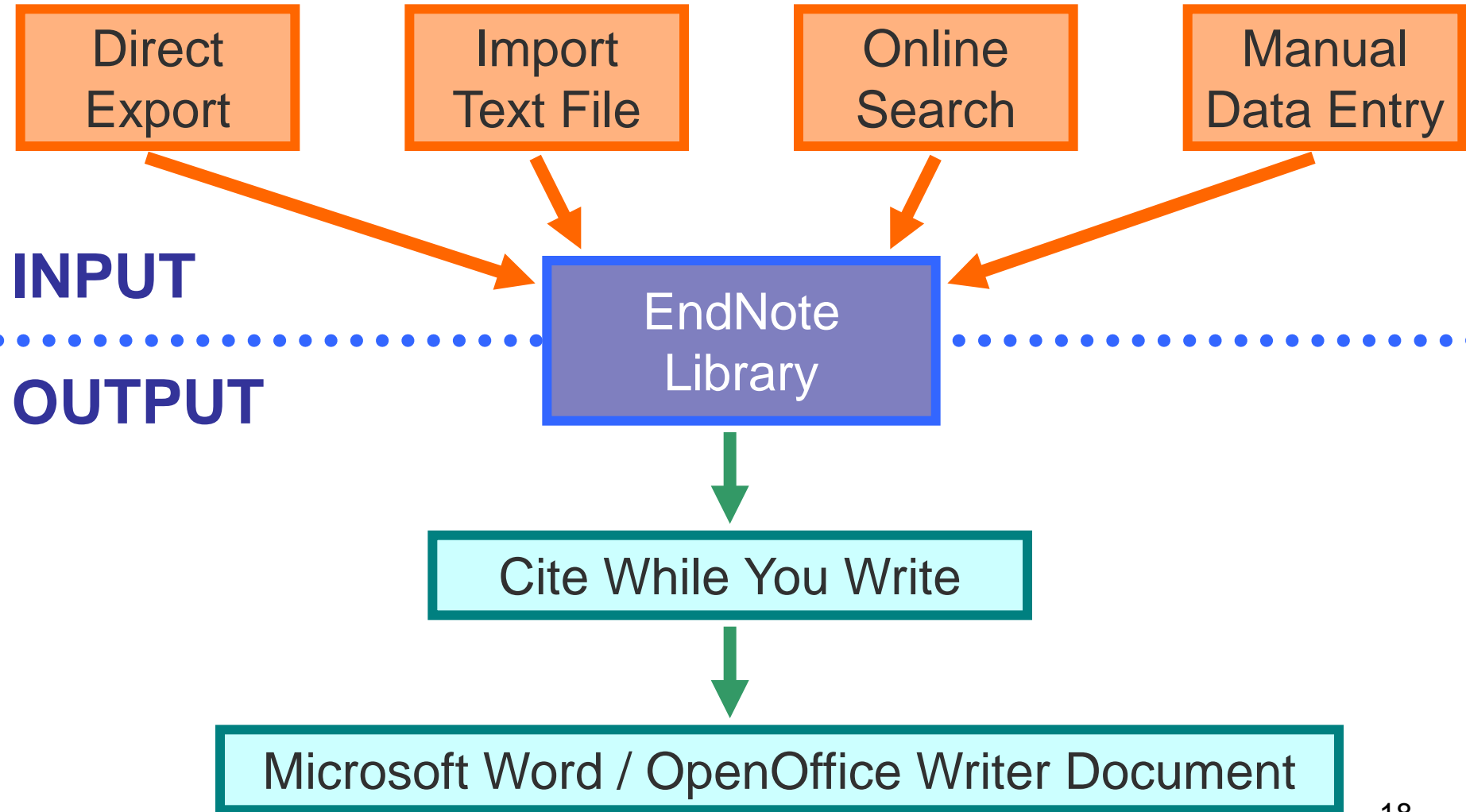
Steps to Install EndNote X4 on PC/Laptop

1. Login to NUSNET on NUS campus
2. If you have not installed any software licensed to NUS before, click on <http://software.nus.edu.sg/catalogue/sc-setup.exe> to install the **Software Catalogue Client 1.2**
3. In your PC, go to Start > All Programs > Software Catalogue > Click on Software Catalogue Client 1.2
4. A new window opens, entitled Software Catalogue.
5. On the left, under Software Category, click on **Specialised Applications**
6. Click on **EndNote X4** to install
7. Ensure all Microsoft Office applications & documents are closed

Online Guide:

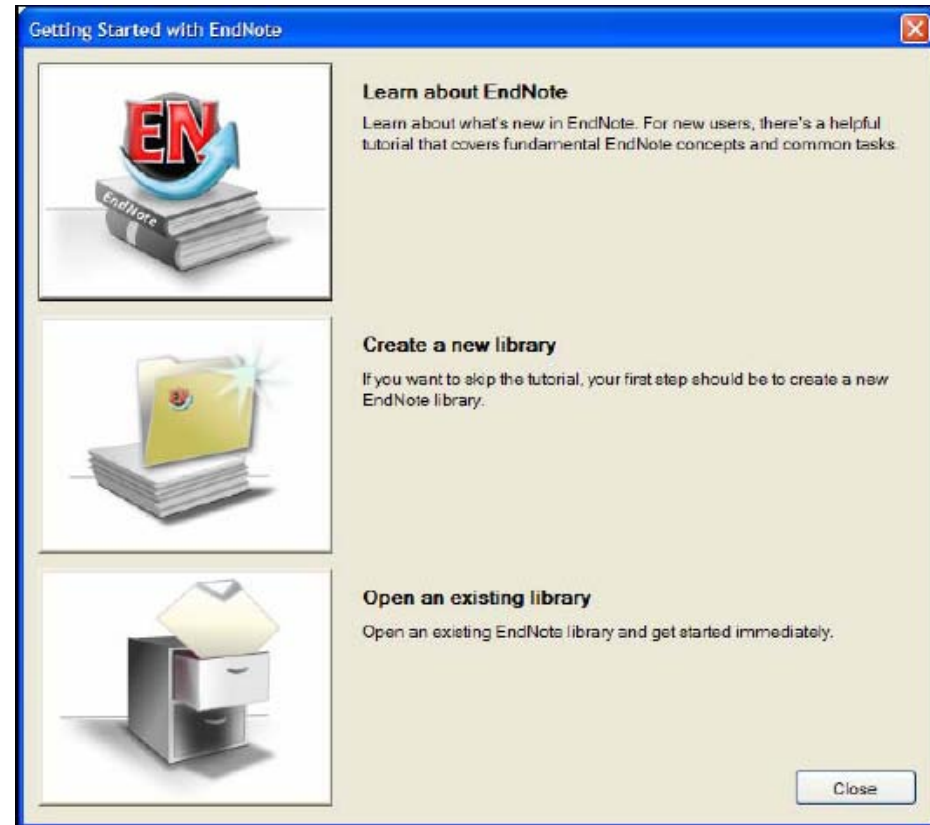
<http://libguides.nus.edu.sg/content.php?pid=96551&sid=1067663>

EndNote Workflow



Creating an EndNote Library

1. Click on **File > New...** to create a new library
2. Enter a filename (.enl)
3. Select location to save the library (e.g. Desktop)
4. Click **Save**

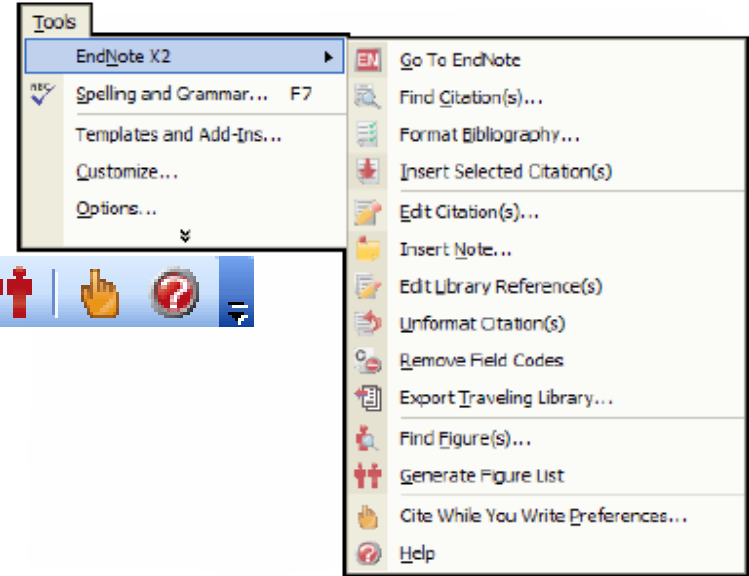
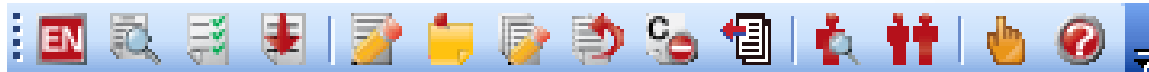


EndNote X4 Library Features

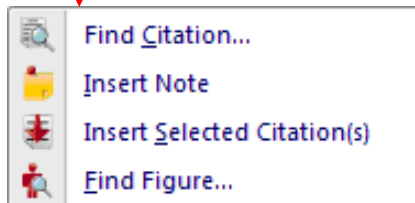
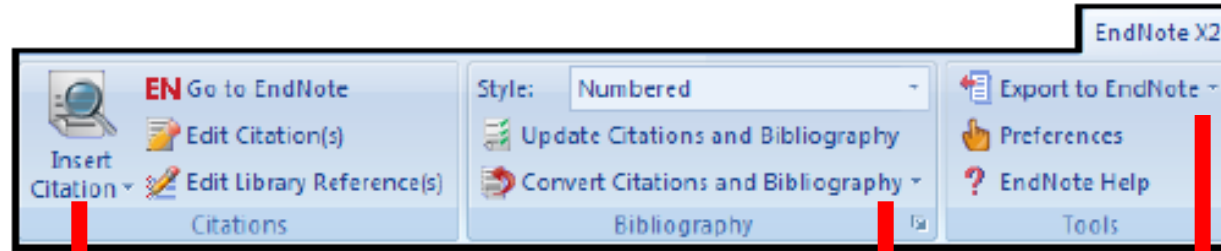
- Remove Duplicates
 - **References > Find Duplicates**
- Delete Unwanted References
 - Select references, then,
References > Move References to Trash
 - **Note:** To delete References permanently,
References > Empty Trash
- Attach Files (PDF, images, etc) to a reference
 - Select a reference
References > File Attachments > Attach File ...

Cite-While-You-Write: Toolbars in Microsoft Word


- Microsoft Word 2003



- Microsoft Word 2007




Cite While You Write: Searching References in Word

- a) In Microsoft Word, place cursor at insertion point.
- b) Look for the EndNote toolbar 
 - i. For Word **2003**, click on 2nd button **Find Citation(s)**
 - ii. For Word 2007, click on the button **Insert Citation**. Click **Find Citation...** In the dropdown menu.
- c) The EndNote X4 Library will open.
- d) Enter the search term in the **Find** box and click the **Search** button.
- e) Click on the reference to select the term and click the **Insert** button.


Editing Citations in Word



- a) For Word 2003 & below, click on the 5th button on the toolbar **Edit Citation(s)** 
- b) Select the reference which is to be removed and click **Remove**
- c) The reference will be removed and all other references will be **automatically re-arranged**

Changing Reference Styles



- a) In Microsoft Word, look for the EndNote toolbar
 - i. For Word 2003 & below, click on the 3rd button **Format Bibliography** . 
 - ii. For Word 2007, go to **Style: > Select another style**
- b) Under **With output style**, click **Browse...**
- c) Select the desired journal style. Eg. **CBE/CSE** (Council of Biology/Science Editors)
- d) The references are now re-formatted.



Guidelines for Evaluation of Resources

Criteria	Questions
Authority	Author's Credentials, Subject Expert?
Accuracy	Information is Valid and Reliable
Objectivity & Purpose	Any Bias?
Review process	Publication Peer-Reviewed?
Suitability	Academic /Scholarly Journal (<i>Journal Impact Factor, Immediacy Index</i>)
Timeliness	When was the Information published?

More Information:

<http://libpweb1.nus.edu.sg/lion/s/evaluate.html>

What is Plagiarism?

[Home](#) > [Academic Ethics](#) > [Plagiarism](#) :: [Introduction](#)



What is Plagiarism?

Plagiarism (*noun*)

- 1: a piece of writing that has been copied from someone else and is presented as being your own work.
- 2: the act of plagiarizing; taking someone's words or ideas as if they were your own.

Source: WordNet® 2.0, © 2003 Princeton University

More information:

<http://www.cit.nus.edu.sg/plagiarism-prevention/>

Further Reading: Selected Writing Guides

Communication skills for the Biosciences : A graduate guide

Divan, Aysha. (2009).

R119 Div 2009

A short guide to writing about Biology

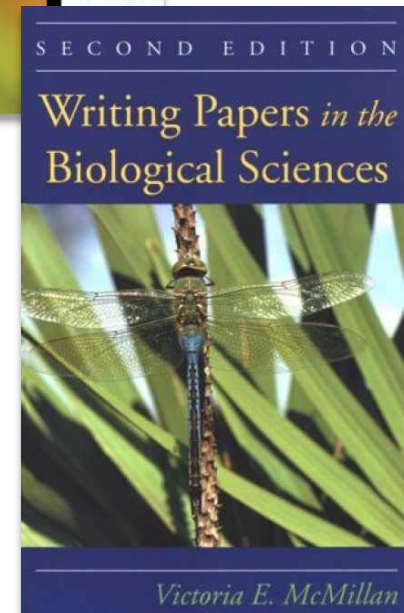
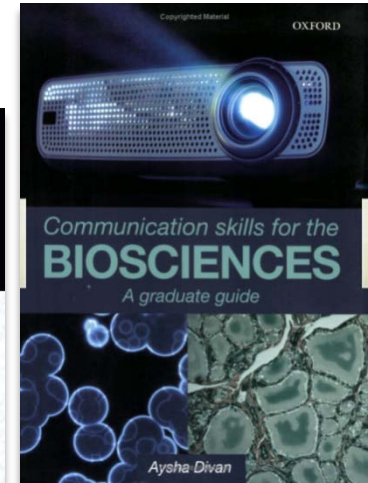
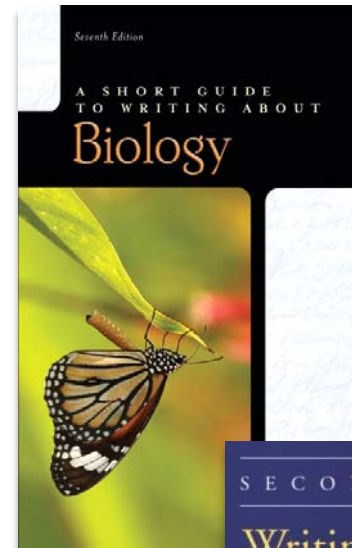
Pechenik, Jan A. (2007).

QH304 Pec 2007

Writing Papers in the Biological Sciences

McMillan, Victoria E. (2001)

QH304 Mcm



Tips on Publishing & Cited Reference Searching

- Use a consistent name when publishing:

e.g. James Tiberius **Kirk**

Kirk, James T.

Kirk, JT

Kirk, J

- Maintain a CV/Resume that includes a list of:
 - All your publications
 - All institutional affiliations over the course of your career
- Participate in Scholarly Research Communities
e.g. Researcher ID
<http://www.researcherid.com/>

ResearcherID

Library Software & Tools



- NUS Libraries Proxy Bookmarklet
<http://www.lib.nus.edu.sg/lion/d/proxybkmrklet.html>



- LibX – Browser Plug-in for Libraries (for NUS)
<http://www.libx.org/editions/03/9C/039CA547/libx.html>



- InfoGate – Federated Search Engine
<http://www.lib.nus.edu.sg/lion/infogate/index.html>



- ScholarBank@NUS
<http://scholarbank.nus.edu.sg>



Additional Online Guides & Resources

- Biological & Life Sciences Subject Guide
<http://libguides.nus.edu.sg/biology>
- SciFinder Resources
<http://www.cas.org/support/academic/index.html>
- Web of Science / BIOSIS Resources
<http://scientific.thomsonreuters.com/training/wos/>
<http://scientific.thomsonreuters.com/training/biosis/>
- Scopus Resources
http://help.scopus.com/robo/projects/schelp/tutorials/sc_menu.html
- EndNote X Desktop Guides
<http://libguides.nus.edu.sg/endnote>



ISI Web of KnowledgeSM

SCOPUS

EndNote
...Bibliographies Made EasyTM



Medical/Science Library
Information Desk

Email: sclib@nus.edu.sg

Tel: 6516 2454

Thank you!

Opening Hours: Mon – Sat : 8am – 10pm Sun : 9.30am – 4.30pm