

From: [FH. Global Messages](#)
To: [FH. Exchange Users](#)
Subject: EndNote Users - a New Version of the Software is Available
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EndNote X3 (aka 13)

Do you have [EndNote](#) loaded on your PC at work? If you have any version earlier than (X2) - ie 12, you need to have it un-installed before X3 can be loaded.

Why should you care?

EndNote X3 now has functionality (that works) to go out to the internet and retrieve any Library-subscribed full text pdf copies of articles and attach them to the citations in your EndNote reference library. The functionality did not work in X2. It's good practice to keep this software up to date and [other functionality is also available](#).

What should you do if you have a version earlier than X2 (12)?

Contact IT to have the earlier version un-installed from your PC. Call 2001 and the help desk staff can remote control your PC to remove the program. CHECK FIRST - do you have any libraries of references or personal styles, filters or connectors stored within the program directory files? If so, MOVE them. From EndNote X2 onwards personal files are stored in C:\Documents and Settings\[UserName]\My Documents\EndNote\ That is, they are NOT stored in the program folder and so cannot be deleted when old versions are uninstalled.

And after that, what do I do?

Contact the Library and we'll ensure IT installs EndNote X3 for you AND we'll tell you the preferences you need to have set to be able to retrieve full text articles from the internet.

What should you do if you have EndNote X2?

Contact the Library and we'll ensure IT runs an installation for EndNote X3 that will automatically uninstall X2 AND we'll tell you the preferences you need to have set to be able to retrieve full text articles from the internet.

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Message Authorised by: Dr Alan Millard, A/Director Clinical Services, FHHS
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