Creating a Tagged "EndNote Import" File

The EndNote Import format is a tagged format based on the rules of Refer/BibIX format. In this format, each field of data (i.e., Journal, Volume, or Title) is preceded by an identifying tag: a percent sign (%) followed by a single capital letter. Entire references are separated by one blank line:

```
%0 Book
%A Geoffrey Chaucer
%D 1957
%T The Works of Geoffrey Chaucer
%E F. N. Robinson
%I Houghton
%C Boston
%N 2nd

%0 Journal Article
%A Herbert H. Clark
%D 1982
%T Hearers and Speech Acts
%B Language
%V 58
%P 332-373

%0 Thesis
%A Cantucci, Elena
%T Permian strata in South-East Asia
%D 1990
%I University of California, Berkeley
%9 Dissertation
```

Author Names in the EndNote Import Format

♦ Author names use the %A tag. This tag should repeat for each author, with the names listed one per line:

```
%A Jones, Mary
%A Simon, Jeff
```

♦ Author names can appear either as:

Geoffrey Chaucer   **or**   Cohen, Sarah

♦ Either initials or full names are accepted.

Defining Reference Types

EndNote has two ways of setting the reference type for each of the imported references.

♦ One method is to specify a reference type by using %0 (zero) and the reference type name.

With this method, you can precisely specify the reference type, and not rely on the appearance of certain tags, as described below. The default reference types are listed below. If you have modified a reference type, your EndNote data files should use the new name instead.

%0 Generic	%0 Government Document
%0 Ancient Text	%0 Grant
%0 Artwork	%0 Hearing
%0 Audiovisual Material	%0 Journal Article
%0 Bill	%0 Legal Rule or Regulation
%0 Book	%0 Magazine Article
%0 Book Section	%0 Manuscript
%0 Case	%0 Map
%0 Chart or Table	%0 Newspaper Article
%0 Classical Work	%0 Online Database
%0 Computer Program	%0 Online Multimedia
%0 Conference Paper	%0 Patent
%0 Conference Proceedings	%0 Personal Communication
%0 Dictionary	%0 Report
%0 Edited Book	%0 Statute
%0 Electronic Article	%0 Thesis
%0 Electronic Book	%0 Unpublished Work
%0 Encyclopedia	%0 Web Page
%0 Equation	%0 Unused 1
%0 Figure	%0 Unused 2
%0 Film or Broadcast	%0 Unused 3

♦ If you do not state the reference type using the %0 tag in each record, then EndNote uses the following rules to assign reference types to the imported references:

Tags Present in the Reference	Reference Imports As This Reference Type
J and **V**	Journal Article
B	Book Section
R but not **T**	Report
I without **B**, **J**, or **R**	Book
Neither **B**, **J**, **R**, nor **I**	Journal Article

EndNote Tags and Corresponding Fields

The table below shows the tags recognized in the EndNote Import format, and the corresponding EndNote field into which each tagged item is imported for the Generic reference type. For other reference types, many fields may be mapped to the Notes field (since a limited number of fields are included in each reference type). The Figure field is not included for importing.

Tag	EndNote Generic Field Name
%A	Author
%B	Secondary Title (of a Book or Conference Name)
%C	Place Published
%D	Year
%E	Editor /Secondary Author
%F	Label
%G	Language
%H	Translated Author
%I	Publisher
%J	Secondary Title (Journal Name)
%K	Keywords
%L	Call Number
%M	Accession Number
%N	Number (Issue)
%P	Pages
%Q	Translated Title
%R	DOI
%S	Tertiary Title
%T	Title
%U	URL
%V	Volume
%W	Database Provider
%X	Abstract
%Y	Tertiary Author
%Z	Notes
%0	Reference Type
%1	Custom 1
%2	Custom 2
%3	Custom 3
%4	Custom 4
%6	Number of Volumes
%7	Edition

Tag	EndNote Generic Field Name
%8	Date
%9	Type of Work
%?	Subsidiary Author
%@	ISBN/ISSN
%!	Short Title
%#	Custom 5
%$	Custom 6
%]	Custom 7
%&	Section
%(	Original Publication
%)	Reprint Edition
%*	Reviewed Item
%+	Author Address
%^	Caption
%>	File Attachments
%<	Research Notes
%[	Access Date
%=	Last Modified Date
%~	Name of Database

Copying and Pasting References from a Document into EndNote

If you have a bibliography that is too inconsistent or difficult to parse using your word processor (as suggested in "Creating a Custom "Tagged" Format" on page 208), you can use the *Copy* and *Paste* commands as an alternative method for getting your data into EndNote and still avoid a lot of re-typing. For example, let's say you have a paper with a bibliography entry such as:

```
Blocker, C. E., R. H. Plummer and Richard C.
Richardson. The Two Year College: A Social
Synthesis. 1965.
```

To transfer the references into EndNote:

1. Open the list of references in a word processor.

2. Select a reference and copy it using the *Copy* command in your word processor's *Edit* menu. (Some word processors allow you to triple-click a paragraph to select the whole thing at once. That might be a useful shortcut for quickly selecting a reference.)

3. Open your EndNote library, and choose *New Reference* (CTRL+N) from the *References* menu to create a new reference.