Installing new EndNote Styles

These instructions are suitable for EndNote X7.

When you install the EndNote program it does not include all available referencing styles. You may need to install a new style not included with your EndNote program (such as *Harvard utas 2002* – Australian Harvard), or you may need to install a modified style to suit your referencing standard (such as *Vancouver utas*)

> NOTE: The *Harvard UTAS style 2002* is the Australian Harvard. It is the default style to use if your school or department has not mandated a style.

Step 1. Locate your new or modified style

1. from the UTAS Library subject guide for EndNote

   http://utas.libguides.com/endnote - **Additional Styles** tab, or,

2. from the EndNote www site
   http://www.EndNote.com – **Downloads** link, or,
3. from an another location or supplied by another source as a file attachment

## Step 2. Install the new or modified style

1. Click on the link for the style, or double click on the style file (filename.ens)
2. Depending on your www browser, you are presented
   * a downloaded file. Click on the downloaded file and choose **Run**. The output style opens in EndNote, or,
   * a window pre-set to **Open with EndNote X7… (default)**. Click the **OK** button. The output style opens in EndNote
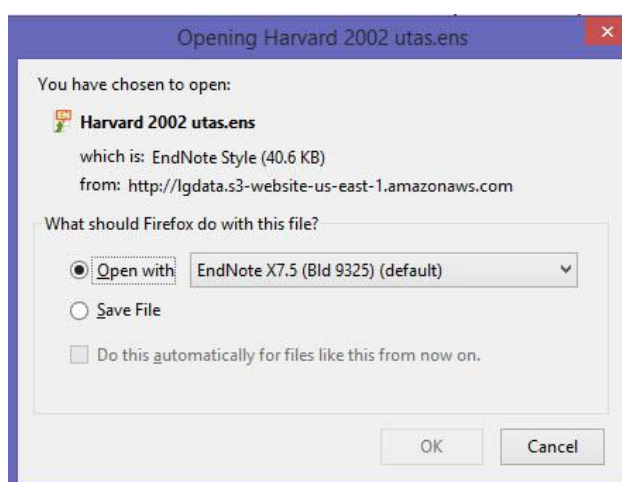
3. In EndNote, click on the **File** dropdown menu, select **Save As…**
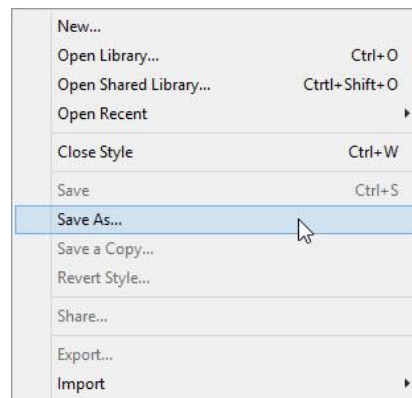

4. You are presented a style filename with *Copy* on the end of the filename (on a PC Windows computer).
   It is optional to remove *Copy* from the filename.
   Click the **Save** button
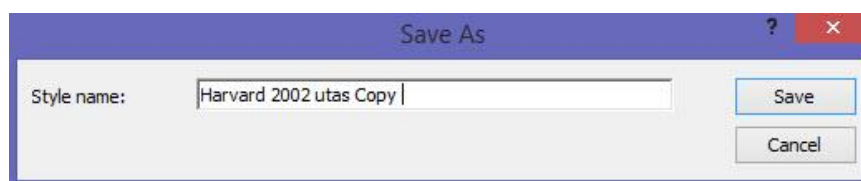
5. Click on the **File** dropdown menu and select **Close Style**.

Step 3. Selecting your new style in EndNote …

- In EndNote, from the Style selection dropdown menu, choose **Select Another Style…** and select the new style in the list. Click the **Choose** button.
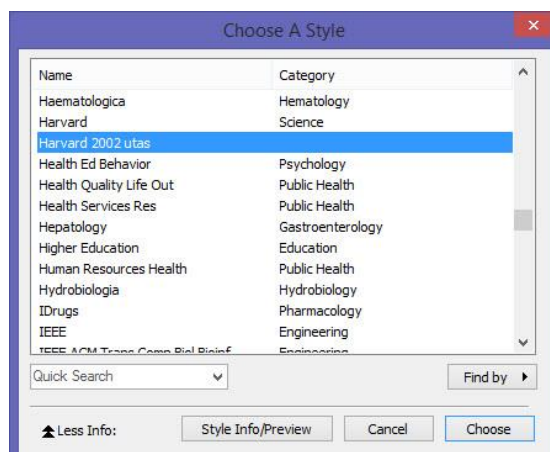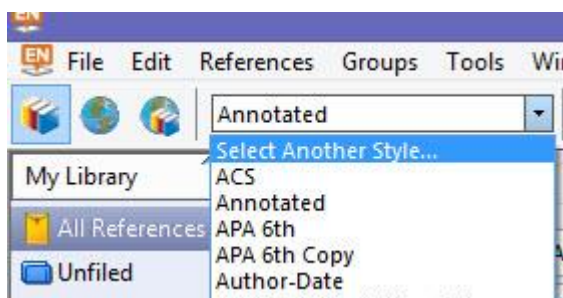
Step 4. Selecting your new style in Word …

1. Open your Word program
2. In your Word document, click on the EndNote tabbed ribbon toolbar
3. In the **Style**: section of the toolbar, click on the dropdown menu and select the new style. If you do not see the new style listed, click on **Select Another Style…** and find your new style in the list. Click the **Choose** button.