Searching for Publications using Online Databases: Scopus and ISI Web of Knowledge.

The University Library provides access to two databases of research literature: Scopus and ISI Web of Knowledge (often referred to as “Thomson” because it is owned by Thomson Reuters). These are both useful tools for finding publications by specific authors or by all authors who are affiliated with the University. While the databases overlap, they are not identical, so it is useful to search both in order to capture the maximum number of publications.

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1. SCOPUS

1.1 HOW TO FIND THE SCOPUS DATABASE
Access Scopus through the University Library website, via the databases and electronic resources tab. Under Databases by Title, select “S”, which will lead you to: http://www.library.usyd.edu.au/databases/dbtitles.html

Select Scopus (you may have to scroll down to find it). This will take you to the Scopus site: http://www.scopus.com.ezproxy2.library.usyd.edu.au/home.url (You may be asked to agree to conditions first.)

Scopus is an excellent resource for finding publications by a particular author. It is also good for finding publications for the whole of the University of Sydney. However, Scopus does not list affiliations at any level more specific than the university, so it is not a simple process to use Scopus to find publications from a particular faculty, department or school.

Scopus is not case sensitive, so it does not matter whether or not you use capital letters in any of your searches.
1.2 SEARCHING BY AUTHOR IN SCOPUS

Select the **Author Search** tab.

If you do not see the four tab options, select **Search** at the top left of the screen. This will initiate a new search.

- Insert the author’s surname in the “Last Name” field. It does not matter whether or not you use capital letters.
- In the “Initials or First Name” field, insert one or more initials or the whole first name. The wider you make your search, the more results will show, so it is often best to insert just one initial in this field. Some publications list the authors’ full names, others just use initials, and some authors use varying versions of their first names.

So, for example, searching for “Smith, J” will find James Frederick Smith who calls himself variously Jim or James or James F. or J.F. Smith. Searching for “Smith, J” will also find many other Smiths, but Scopus allows us to select publications from particular authors.

If you select the “Show exact matches only” tick-box, the search will be limited to precisely how you have entered the author’s name. Only select this box if you are certain of how the author is listed in all their publications.

In the “Affiliation” field, insert “University of Sydney” including the quotation marks. This will ensure that the search is limited to authors with the name you have entered who are affiliated with the University of Sydney. Without the inverted commas, the search will find all authors whose affiliation includes the words “university” and “Sydney”, such as “University of Western Sydney” or “Macquarie University, Sydney”.

If you would like to narrow your search to one or more of the **Subject Areas**, deselect unwanted areas by clicking on the green tick: ☑️. Clicking again will reinstate the tick, indicating that this subject area is selected for the search. Leaving all four subject areas selected will result in the greatest number of results, but may also increase the likelihood of finding results which do not match your target author.

When you have completed all fields, select **Search**.
This will produce a list of authors (near the bottom of the page):

Select the tick-box/es for the appropriate author. In this case the author we are searching for (Fran Waugh) is listed twice, so we have ticked both boxes.

You can select all results, by ticking Select: All.
(Ticking Select: All will select all the results on the current page.)

Select Show documents.

This will list publications by the chosen author:

In this case we have two publications by this author, indicated by Results: 2 (circled in red).

At the moment a maximum of 20 results are being displayed on each page (indicated by Display 20 results per page in the bottom left hand corner). So if your search produces more than 20 results, in order to see them all, you will have to scroll down and move onto the next page (Next in the bottom right corner – not shown in this screenshot because all results are on the one page).
Alternatively, you can alter the number of results per page by selecting a larger number from the drop-down list. Eg: Display **200** results per page. This will allow up to 200 results to be displayed on the one page.

You can refine your search by using the **Refine Results** options near the top of the page. Select any of the tick-boxes (and you can make multiple selections at once) and select either **( ) Limit to** or **X Exclude**, depending upon whether you want to limit your search to results which meet the ticked criteria or to omit results which meet the ticked criteria. This will produce a new, refined list of publications.

You can add other categories for the refining process by selecting: **Add categories**.

If you wish to limit your search to certain criteria, and exclude certain other criteria, perform successive refinements. (Ie: first tick the criteria you wish to be included and select **( ) Limit to**, then tick the criteria you wish to be excluded and select **X Exclude**. Or vice versa.) Care should be taken with successive refinements, as sometimes the selection tick persists after the refinement has been performed. It is a good idea to double check that only the items you wish to be included or excluded are ticked before selecting **( ) Limit to** or **X Exclude**.
1.3 SEARCHING BY AUTHOR AND YEAR IN SCOPUS

You may wish to limit your search for publications by a particular author according to a specific year or years.

To do this, select the “Basic Search” tab.

If you do not see the four tab options, select at the top left of the screen. This will initiate a new search.

In the first field, insert the author’s surname (or surname and initial, eg: “Smith, J”) and select “Authors” from the drop-down list.
(Leave the “Show” selection as .)

Leave the “AND” as it is. This will ensure that both conditions of the search are met (ie: that all results have the name you seek and affiliation with the University of Sydney).

In the second field, insert “University of Sydney” including the quotation marks (but, again, it does not matter whether or not you use capital letters) and select “Affiliation” from the drop-down list.
(Leave the “Show” selection as .)

Select from the drop-down lists the years you wish to have included in the “Date Range” field.

You may also specify Document Type (select from the drop-down list) and Subject Areas (use the tick-boxes).

Select .
This will produce a list of publications:

If you only entered the surname in the “Authors” field, you may find results from other authors as well as your target author, such as here, where our search for “Waugh” produced two results for Richard Waugh as well as one for our target author, Fran Waugh. Use the tick-boxes to select particular result/s or refine your search using the **Refine Results** options.
1.4 DOWNLOADING RESULTS FROM SCOPUS TO EXCEL USING INTERNET EXPLORER

STEP 1: Select results for export.
Use the tick-boxes to select results you wish to download and select Output. You can select all results, by ticking All.

STEP 2: Select export format.
At 1 select Export.
At 2:
In the Export format field, select from the drop-down list: Comma separated file, .csv (e.g. Excel).
In the Output field, select from the drop-down list: Specify fields to be Exported.
From the available fields, select the tick-box beside Citation information. This will include all citation information in your output.

Under Bibliographical information, select the tick-box beside “Affiliations”. This will include the affiliation for each author, which will greatly assist in entering the information into IRMA or RIMS.

If there is any other information you wish to have included in your output, select the tick-box beside the appropriate field.

Select Export.
STEP 3: Open the file in Excel.

IF THE BROWSER YOU ARE USING IS INTERNET EXPLORER, a dialogue box will appear, asking whether you wish to open or save the file. Select Open.

An Excel file will open listing the results. Don’t forget to save the file (using “Save As”) in your chosen folder.
1.5 DOWNLOADING RESULTS FROM SCOPUS TO EXCEL USING FIREFOX

STEP 1: Select results for export.

Use the tick-boxes to select results you wish to download and select  

You can select all results, by ticking  

STEP 2: Select export format.

At  select  

At  

In the  field, select from the drop-down list:

In the  field, select from the drop-down list:  

From the available fields, select the tick-box beside  

Under  , select the tick-box beside “Affiliations”. This will include the affiliation for each author, which will greatly assist in entering the information into IRMA or RIMS.

If there is any other information you wish to have included in your output, select the tick-box beside the appropriate field.

Select  

Searching for publications using online databases: Scopus and ISI Web of Knowledge.
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STEP 3: Open the file in Excel.

IF THE BROWSER YOU ARE USING IS FIREFOX, a dialogue box will appear asking which application you wish to use to open the file.

Select ▶ Open with ▶ and choose “Microsoft Office Excel (default)” from the drop-down list. (As this is the default choice, it should already show.) Select ▶ OK ▶.

An Excel file will open listing the results. Don’t forget to save the file (using “Save As”) in your chosen folder.
1.6 DOWNLOADING RESULTS FROM SCOPUS TO ENDO NOTE USING INTERNET EXPLORER

If you require instruction in how to use EndNote, visit the Library’s EndNote site: 
http://www.library.usyd.edu.au/skills/endnote.html
The Library offers classes as well as providing online tutorials. You can also download 
EndNote from this site.

STEP 1: Create a new library in EndNote for the downloads or open an existing library.

STEP 2: Select results for export.
Use the tick-box to select results you wish to download and select . You can select all results, by ticking Select: All.

STEP 3: Select export format.
At  select Export .
At  .
In the Export format field, select from the drop-down list:
RIS format (Reference Manager, ProCite, EndNote)
In the Output field, select from the drop-down list: Complete format
This will include all the listed fields in the output.
Select Export.
STEP 4: Open EndNote document.
IF THE BROWSER YOU ARE USING IS INTERNET EXPLORER, a dialogue box will appear, asking whether you wish to open or save the file. Select Open.

This will open your EndNote database, with these new records included.
1.7 DOWNLOADING RESULTS FROM SCOPUS TO ENDNOTE USING FIREFOX

If you require instruction in how to use EndNote, visit the Library’s EndNote site: http://www.library.usyd.edu.au/skills/endnote.html
The Library offers classes as well as providing online tutorials. You can also download EndNote from this site.

STEP 1: Create a new library in EndNote for the downloads or open an existing library.

STEP 2: Select results for export.
Use the tick-box to select results you wish to download and select . You can select all results, by ticking .

STEP 3: Select export format.
At select .
At :
In the Export format field, select from the drop-down list: RIS format (Reference Manager, ProCite, EndNote).
In the Output field, select from the drop-down list: Complete format. This will include all the listed fields in the output.
Select .
STEP 4: Select Endnote as your chosen application.

IF THE BROWSER YOU ARE USING IS FIREFOX, a dialogue box should appear showing that the records have been written to a document called “scopus.ris”:

We want to open the document with EndNote.

In the drop-down list, select “Other”.

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Searching for publications using online databases: Scopus and ISI Web of Knowledge.
Version 2, November 2009.
This will open the “Choose Helper Application”.
Select “EndNote” (you may have to scroll down to find it) and select **OK**.

This will return you to the original dialogue box, with “EndNote” inserted.
Step 5: Open EndNote document.

Select [OK].

This will open your EndNote database, with these new records included.
1.8 DOWNLOADING PDF DOCUMENTS FROM SCOPUS

You can download a single document or multiple documents at once. Not all documents are available in PDF format via Scopus, but this is an efficient way to capture many documents, ready for upload into IRMA or RIMS.

STEP 1: Select documents for download.

Use the tick-boxes to select documents you wish to download and select [Download].

This will take you to the Scopus Document Download Manager.

STEP 2: Select download directory and download documents.

Next to [Download to:], insert the folder where you want the PDFs to be stored. You can either insert the folder name manually or use the [Browse...] button to select a directory.

When your chosen directory is inserted, select [Begin Download].

The downloading may take a few minutes. The Scopus Document Download Manager will indicate what percentage of the task is complete as it progresses.

When downloading is complete, your documents will be listed:

<table>
<thead>
<tr>
<th>Title</th>
<th>Format</th>
<th>Availability</th>
<th>Download Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Where does risk feature in community care practice with older people with dementia who live alone?</td>
<td>(PDF full text)</td>
<td>Complete</td>
<td></td>
</tr>
<tr>
<td>Domestic violence: A priority in child protection in New South Wales, Australia?</td>
<td>(PDF full text)</td>
<td>Complete</td>
<td></td>
</tr>
</tbody>
</table>
Any documents which cannot be downloaded in PDF format will be marked as “abstract only”. You may be able to find these documents online in the Library.
2. ISI WEB OF KNOWLEDGE

2.1 HOW TO FIND THE ISI WEB OF KNOWLEDGE DATABASE
Access ISI Web of Knowledge through the University Library website, via the databases and electronic resources tab. Under Databases by Title, select “I”, which will lead you to: http://www.library.usyd.edu.au/databases/dbtitlei.html

Select ISI Web of Knowledge. (You may have to scroll down to find it.) This will take you to the ISI Web of Knowledge site: http://apps.isiknowledge.com.ezproxy2.library.usyd.edu.au/UA_GeneralSearch_input.do?product=UA&search_mode=GeneralSearch&SID=1EinJKEcMpa77OIDLmc&preferencesSaved= (You may be asked to agree to conditions first.)

ISI Web of Knowledge has one advantage over Scopus in that it easily allows for searches at the level of department, school or faculty, so long as these affiliations are included in citations (which they often are not) and so long as you use the correct abbreviations in your search. A list of common abbreviations is available at: http://images.isiknowledge.com.ezproxy2.library.usyd.edu.au/WOK46/help/WOK/h_adabrv.html

A list of abbreviations for some department and schools, with guidelines for how to use them is provided in Abbreviations for Affiliation Searches, in this document.

ISI Web of Knowledge also allows you to choose specific databases for your search. These are listed on the “Select a Database” tab. The individual databases offer more search options, as well as confining your search to selected discipline/s. You can also elect to search all of the databases, using the “All Databases” tab, which is what we have done in these notes.

ISI Web of Knowledge is not case sensitive, so it does not matter whether or not you use capital letters in any of your searches.
2.2 SEARCHING BY AUTHOR IN ISI WEB OF KNOWLEDGE

To return to the search page in ISI Web of Knowledge, select Search in the top left-hand corner.

To search for publications by a particular author, enter into the first field the author’s surname and first initial followed by a wildcard (*) in the following format: “Smith J*”. There should be no comma between surname and initial. (However, it does not matter whether or not you use capital letters.)

If you enter the initial without the wildcard, the search will only find authors rendered by the single initial. So “Smith J” will not find James Smith or Jim Smith or J.F. Smith. The wildcard signifies that the search engine should find all results that begin with the designated letter/s.

Select Author from the drop-down list beside the first field. This will search for the name you have entered in the “Author” field of the database.

Leave the AND between the first two fields.

In the second field insert “Univ Sydney”. This is the abbreviation used in ISI for the University of Sydney.

Select Address from the drop-down list beside the second field. This will search for “Univ Sydney” in the “Address” field of the database.

Since there is an “and” between the two search fields, this search will find only those records which satisfy both “Author” and “Address” search requirements. (Ie: authors with the name you have entered who are affiliated with the University of Sydney.)

If you wish to limit your search to particular years, select from the drop-down list underneath the Search button. The selections offered allow you to search for documents published in the last few weeks, the last year or the last five years.

Select Search.
This will produce a list of publications:

In our search we have 17 results, shown in the top left-hand corner, as circled in red.

To view further details about a publication, click on the document title.

With some documents you are able to link to the full text. This is indicated by the Full Text button. Selecting this button will open the document in a new tab.
You can refine your search by using the selection boxes in the left hand side of the screen. In our case, the author we are searching for writes on economics and statistics. By selecting the subject areas that match with this, we can refine our search, making it more likely that we only capture publications attributable to our target author.

We tick our chosen subject areas and select Refine.

This produces a list with 14 results, all of which look like they are attributable to our particular author.
2.3 SEARCHING BY AUTHOR AND DEPARTMENT IN ISI WEB OF KNOWLEDGE

To be more confident that the publications are by our target author, we can narrow the affiliation in our search to the author’s department, school or faculty. To do this, we insert in the “Address” field: “Univ Sydney SAME” followed by an abbreviated form of the relevant department/school/faculty. A list of some abbreviations for departments, schools, disciplines and faculties at the University of Sydney used in ISI Web of Knowledge is at Abbreviations for Affiliation Searches, in this document. The “same” instructs the search engine to search in the address field for both “Univ Sydney” and the abbreviation which follows. Results will only be returned if they meet both requirements (ie: if the address field contains “Univ Sydney” and the following abbreviation).

This search functions very well if the author’s affiliation is consistent. However, affiliations are rarely consistent for every publication by a single author and many journals give affiliations only at the university level. In addition, affiliations within the university do change over time, with name changes, faculty restructuring and staff movements. So this narrowed searching is certainly not foolproof.

To find the appropriate abbreviation for your target author’s department/school/faculty, try these two options:
(1) Search for the abbreviation in the Abbreviations for Affiliation Searches section of this document.
(2) Find a publication by the author in ISI and copy the affiliation used there.

In our example, Richard Gerlach is a Senior Lecturer in the Discipline of Operations Management and Econometrics, in the Faculty of Economics and Business. Looking at the abbreviation list in this document, we insert “Gerlach R*” in the “Author” field and “Univ Sydney SAME Operat Management” in the “Address” field.

This narrowed search, however, produces only one publication, because there is only one publication in which this full affiliation has been included.

If, however, we search at the faculty level and (selecting from the entry on the abbreviation list) insert “Univ Sydney SAME Econ” in the “Address” field, six results are returned. This is a significant improvement upon the discipline-based search, but a more significant deterioration from the wider university-based search (which produced 14 publications).
For maximum capture of publications by author, it is best to test out the range of affiliations.
2.4 SEARCHING BY DEPARTMENT IN ISI WEB OF KNOWLEDGE

Care should be taken when searching by department, since affiliations at this level are not always included in citations, and if they are included, they are not always consistent. To maximise the number of publications located, a range of searches should be performed.

To search for all publications in the database which are affiliated with a particular department, enter “Univ Sydney SAME” followed by an appropriate abbreviation for the department in the first field.

For example, for publications from the School of Physics, insert “Univ Sydney SAME Phys”. This will search for both “Univ Sydney” and “Phys” in the address field.

If you add a wildcard (*) to an abbreviation, the search will find everything which begins with the abbreviation. So, for example, “Univ Sydney SAME Phys*” will find publications for Physics, but also for Physiology and Physiotherapy.

A list of some abbreviations for departments, schools, disciplines and faculties at the University of Sydney is included in this document, at Abbreviations for Affiliation Searches. To find more abbreviations, search by name for a prominent author in the department and see what abbreviations are used in their publications.

When you have inserted the appropriate phrase in the first search field, select Address from the drop-down list beside the field and select Search.

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### ALL DATABASES

Search for:

- **Univ Sydney SAME Agr**
- **Example: Unilever SAME Indica**

**AND**

- **Example: Unilever SAME Indica**

**AND**

- **Example: Unilever SAME Indica**

**AND**

- **Example: oil spill* mediterranean**

Add Another Field >>

**Search** Clear

Limit to: All Years
2.5 DOWNLOADING RESULTS FROM ISI WEB OF KNOWLEDGE TO EXCEL USING INTERNET EXPLORER

STEP 1: Select and export your records.

When your search is complete, scroll down to the Output Records box at the bottom of the page.

At Step 1:
- either: (1) select the results you wish to download by ticking the tick-box before each result, and select Selected Records on page,
- or: (2) select All records on page,
- or: (3) if you wish to select more records than are displayed on one page, select Records to and insert the numbers of the target records (e.g., “1 to 161”).

At Step 2: do NOT select “plus Abstract”.

At Step 3: select from the drop-down list (or if you work on a Macintosh).

Select Save.

STEP 2: Save the file.
If your pop-up blocker is on, a dialogue box will appear informing you that the file has been blocked by the pop-up blocker:
If this dialogue box appears, select **OK** to close the dialogue box and click on the Information Bar at the top of the screen:

To help protect your security, Internet Explorer blocked this site from downloading files to your computer. Click here for options…

Select “Download File…”.

A dialogue box will appear asking you if you want to open or save the file. Select **Save**.

Save the document in an appropriate location with an appropriate title – somewhere you can easily find. (Here we are saving the file as “Gerlach_USyd” in our “ISI_downloads” folder.)
STEP 3: Open the file in Excel.
Open Excel.

Our download file has been saved as a Text Document. To open it, select “Open” and in the Files of type field, select (from the drop-down list): All Files (*.*)

Find and highlight the download file and select Open.

The Excel Text Import Wizard will open. This wizard has three steps.
In the first step, select Delimited and Next >

In the second step, select Tab and Next >

In the third step, select General and Finish.
This will open an Excel document with the results.

Save the file as an Excel document (using “Save As”) in your chosen folder.

There are column headings in the first row. Some of these are not relevant for this document, as they contain no content. These columns can be deleted.

The column headings which contain content are:

- TI: title
- AU: authors
- SO: source (ie: journal title, conference title, book title etc.)
- VL: volume
- IS: issue
- BP: beginning page number
- EP: final page number
- PY: year of publication
- TC: times the publication has been cited
- UT: a unique number assigned to this publication by ISI
- SN: ISSN / ISBN
- DI: Digital Object Identifier
2.6 DOWNLOADING RESULTS FROM ISI WEB OF KNOWLEDGE TO EXCEL USING FIREFOX

STEP 1: Select and export your records.

When your search is complete, scroll down to the **Output Records** box at the bottom of the page.

**At Step 1:**
- either: (1) select the results you wish to download by ticking the tick-box before each result, and select **Selected Records on page**, 
- or: (2) select **All records on page**, 
- or: (3) if you wish to select more records than are displayed on one page, select **Records** to **Records** and insert the numbers of the target records (eg: “1 to 161”).

**At Step 2:** do NOT select “plus Abstract”.

**At Step 3:** select from the drop-down list (or **Save to Tab-delimited (Mac)** if you work on a Macintosh).

Select **Save**.

**STEP 2: Select Excel as your chosen application.**
Your screen should show a dialogue box indicating that the records have been written to a document called “savedrecs.txt”: 

![Image of Output Records, Step 1, Step 2, and Step 3 options]

**Opening savedrecs.txt**

You have chosen to open

* savedrecs.txt

which is a Text Document

from: [location]

What should Firefox do with this file?

- **Open with**: Notepad (default)
- **Save File**
- **Do this automatically for files like this from now on.**
We want to open the document with Excel.

In the drop-down list, select “Other”.

This will open the “Choose Helper Application”. Select “Microsoft Office Excel” (you may have to scroll down to find it) and select

This will return you to the original dialogue box, with “Microsoft Office Excel” inserted.
STEP 3: *Open Excel document.*

Select **OK**.

![Opening savedrecs.txt](image)

This will open an Excel document with the results.

Don’t forget to save the file (using “Save As”) in your chosen folder.

There are column headings in the first row. Some of these are not relevant for this document, as they contain no content. These columns can be deleted.

The column headings which contain content are:

- TI: title
- AU: authors
- SO: source (ie: journal title, conference title, book title etc.)
- VL: volume
- IS: issue
- BP: beginning page number
- EP: final page number
- PY: year of publication
- TC: times the publication has been cited
- UT: a unique number assigned to this publication by ISI
- SN: ISSN / ISBN
- DI: Digital Object Identifier
2.7 DOWNLOADING RESULTS FROM ISI WEB OF KNOWLEDGE TO ENDNOTE USING INTERNET EXPLORER

If you require instruction in how to use EndNote, visit the Library’s EndNote site: http://www.library.usyd.edu.au/skills/endnote.html

The Library offers classes as well as providing online tutorials. You can also download EndNote from this site.

**STEP 1:** Create a new library in EndNote for the downloads or open an existing library.

**STEP 2:** Select and export your records.

When your search is complete, scroll down to the Output Records box at the bottom of the page.

At **Step 1:** either:

1. select the results you wish to download by ticking the tick-box before each result, and select **Selected Records on page**, or:
2. select **All records on page**, or:
3. if you wish to select more records than are displayed on one page, select **Records** to **Records** and insert the numbers of the target records (eg: “1 to 161”).

At **Step 2:** select **plus Abstract**.

At **Step 3:** select **Save to EndNote, RefMan, ProCite**.

**STEP 3:** Open EndNote document.

This will open your EndNote database, with these new records included.
2.8 DOWNLOADING RESULTS FROM ISI WEB OF KNOWLEDGE TO ENDO NOTE USING FIREFOX

If you require instruction in how to use EndNote, visit the Library’s EndNote site: http://www.library.usyd.edu.au/skills/endnote.html

The Library offers classes as well as providing online tutorials. You can also download EndNote from this site.

**STEP 1:** Create a new library in EndNote for the downloads or open an existing library.

**STEP 2:** Select and export your records.

When your search is complete, scroll down to the **Output Records** box at the bottom of the page.

At Step 1: either: (1) select the results you wish to download by ticking the tick-box before each result and select **Selected Records on page**,

or: (2) select **All records on page**,

or: (3) if you wish to select more records than are displayed on one page, select **Records** and insert the numbers of the target records (eg: “1 to 161”).

At Step 2: select **plus Abstract**.

At Step 3: select **Save to EndNote, RelMan, ProCite**.

**STEP 3:** Select EndNote as your chosen application.

A dialogue box should appear showing that the records have been written to a document called “uml_view.cgi”: 
We want to open the document with EndNote.

In the drop-down list, select “Other”.

This will open the “Choose Helper Application”.
Select “EndNote” (you may have to scroll down to find it) and select OK.
This will return you to the original dialogue box, with “EndNote” inserted.

**Step 4:** Open EndNote document.

Select ![EndNote X3 (Bld 4094)](image)

This will open your EndNote database, with these new records included.
2.9 ABBREVIATIONS FOR AFFILIATION SEARCHES

This list includes some abbreviations for departments, schools, disciplines and faculties at the University of Sydney used in ISI Web of Knowledge. Insert the whole abbreviation without quotation marks (Eg: Univ Sydney SAME Philosophy) in the “Address” field.

Important caveats when using these abbreviations:

(1) This list is not exhaustive. Many departments, schools, disciplines and faculties are listed under a number of abbreviations, which means that using one abbreviation to search for them may exclude results. One simple way to find further abbreviations is to search for the publications of a prominent scholar from the relevant department, school or faculty and see what abbreviations have been used for their affiliation.

(2) Affiliations change over time, with faculty restructuring and renaming, and movement of staff within the university. If you are searching for publications over a period of time, do not assume that the appropriate abbreviations have remained constant.

(3) Often no affiliation below the level of university is included for an author. These publications will be omitted from a search at the level of department/school/faculty.

A list of common abbreviations used in ISI Web of Knowledge is available at:

Agriculture, Food and Natural Resources: “Univ Sydney SAME Agr*”
Architecture, Design and Planning: “Univ Sydney SAME Arch*”
Arts:
  • SLAM
    • Art History and Film Studies: “Univ Sydney SAME Art Hist”
    • Digital Cultures: “Univ Sydney SAME Digital”
    • Media and Communications: “Univ Sydney SAME Media”
    • Medieval Studies: “Univ Sydney SAME Medieval”
    • Performance Studies: “Univ Sydney SAME Performance Studies”
    • Studies in Religion : “Univ Sydney SAME Relig*”
  • School of Languages and Cultures: “Univ Sydney SAME Sch Languages & Cultures”
    • Arabic and Islamic Studies: “Univ Sydney SAME Arab & Islam Studies”
    • Asian Studies: “Univ Sydney SAME Asian Studies”
    • Chinese Studies: “Univ Sydney SAME Chinese”
    • European Studies: “Univ Sydney SAME European”
    • French Studies: “Univ Sydney SAME French”
    • Germanic Studies: “Univ Sydney SAME German”
    • Hebrew, Biblical and Jewish Studies: “Univ Sydney SAME Bibl*”
    • Indian Sub-continental Studies: “Univ Sydney SAME Indian”
    • Indonesian Studies: “Univ Sydney SAME Indonesian”
    • Italian Studies: “Univ Sydney SAME Italian”
    • Japanese Studies: “Univ Sydney SAME Japanese”
    • Korean Studies: “Univ Sydney SAME Korean”
    • Modern Greek Studies: “Univ Sydney SAME Greek”
  • SOPHI: “Univ Sydney SAME Sch Philosoph & Hist Inquiry”
    • Archaeology: “Univ Sydney SAME Archaeol”
· Classics and Ancient History: “Univ Sydney SAME Class*”
· Gender and Cultural Studies: “Univ Sydney SAME Gender & Cultural”
· History: “Univ Sydney SAME Hist”
· Philosophy: “Univ Sydney SAME Philosophy”
· School of Social and Political Sciences: “Univ Sydney SAME Sch Social & Polit Sci”
· Anthropology: “Univ Sydney SAME Anthropol”
· Centre for Peace and Conflict Studies: “Univ Sydney SAME Peace”
· Government and International Relations: “Univ Sydney SAME Govt”
· Political Economy: “Univ Sydney SAME Polit Econ”
· Sociology and Social Policy: “Univ Sydney SAME Sociol”
Dentistry: “Univ Sydney SAME Fac Dent”
Economics and Business: “Univ Sydney SAME Econ”
· Accounting: “Univ Sydney SAME Accounting”
· Business Information Systems: “Univ Sydney SAME Business Informat Syst”
· Business Law: “Univ Sydney SAME Business Law”
· Econometrics: “Univ Sydney SAME Economet*”
· Economics: “Univ Sydney SAME Econ”
· Finance: “Univ Sydney SAME Finance”
· International Business: “Univ Sydney SAME Int Business”
· International Security Studies: “Univ Sydney SAME Int Secur Studies”
· Marketing: “Univ Sydney SAME Mkt”
· Operations Management and Econometrics: “Univ Sydney SAME Operat Management”
· Transport and Logistics Studies: “Univ Sydney SAME Transport & Logist Studies”
· Work and Organisational Studies: “Univ Sydney SAME Work & Org**”
· Workplace Research Centre: “Univ Sydney SAME Workplace Res Ctr”
Engineering and Information Technologies: “Univ Sydney SAME Engn”
· Aerospace, Mechanical and Mechatronic: “Univ Sydney SAME Aerosp*”
· Chemical and Biomolecular: “Univ Sydney SAME Chem & Biomol”
· Civil: “Univ Sydney SAME Civil”
· Electrical and Information: “Univ Sydney SAME Elect & Info**”
· Information Technologies: “Univ Sydney SAME Informat Technol”
Health Sciences: “Univ Sydney SAME Hlth Sci”
· Behavioural and Social Sciences in Health: “Univ Sydney SAME Behav**”
· Exercise and Sport Science: “Univ Sydney SAME Exercise”
· Health Informatics: “Univ Sydney SAME Hlth Informat”
· Medical Radiation Sciences: “Univ Sydney SAME med* rad**”
· Occupational Therapy: “Univ Sydney SAME Occupat Therapy”
· Orthoptics: “Univ Sydney SAME Orthopt”
· Physiotherapy: “Univ Sydney SAME Physiotherapy”
· Speech Pathology: “Univ Sydney SAME Speech”
· Sexual Health: “Univ Sydney SAME Sexual Hlth”
· Yooroang Garang: “Univ Sydney SAME Indig*”
Law: “Univ Sydney SAME Law”
Medicine: “Univ Sydney SAME Med”
· Addiction Medicine: “Univ Sydney SAME Addict Med”
· Anaesthesia: “Univ Sydney SAME Anaesth*”
· Anatomy and Histology: “Univ Sydney SAME Anat”
· ANZAC Research Institute: “Univ Sydney SAME ANZAC Res Inst”
• Biomedical Science: “Univ Sydney SAME Biomed Sci”
• The Bosch Institute: “Univ Sydney SAME Bosch Inst”
• Centenary Institute: “Univ Sydney SAME Centenary Inst”
• Children’s Medical Research Institute: “Univ Sydney SAME Childrens Med Res Inst”
• Clinical Ophthalmology and Eye Health: “Univ Sydney SAME Ophthalmol”
• Dermatology: “Univ Sydney SAME Dermatol”
• Emergency Medicine: “Univ Sydney SAME Emergency Med”
• General Practice: “Univ Sydney SAME Gen* Practice”
• Genetic Medicine: “Univ Sydney SAME Genet Med”
• The George Institute: “Univ Sydney SAME George Inst Int Hlth”
• Heart Research Institute: “Univ Sydney SAME Heart Res Inst”
• Imaging: “Univ Sydney SAME Imaging”
• Immunology and Infectious Diseases: “Univ Sydney SAME Immunol”
• The Institute of Bone and Joint Research: “Univ Sydney SAME Inst Bone & Joint Res”
• Intensive Care Medicine: “Univ Sydney SAME Intens Care”
• Kolling Institute of Medical Research: “Univ Sydney SAME Kolling Inst”
• Molecular and Microbial Biosciences: “Univ Sydney SAME Mol & Microbial Biosci”
• National Centre for Immunisation Research and Surveillance: “Univ Sydney SAME Natl Ctr Immunisat Res”
• Obstetrics, Gynaecology and Neonatology: “Univ Sydney SAME Obstet & Gynaecol”
• Paediatrics & Child Health: “Univ Sydney SAME Paediat”
• Pathology: “Univ Sydney SAME Pathol”
• Pharmacology: “Univ Sydney SAME Pharmacol”
• Physiology: “Univ Sydney SAME Physiol”
• Psychological Medicine: “Univ Sydney SAME Psychol Med”
• Public Health: “Univ Sydney SAME Publ Hlth”
• Save Sight Institute: “Univ Sydney SAME Save Sight Inst”
• Sleep Medicine: “Univ Sydney SAME Sleep Med”
• Surgery: “Univ Sydney SAME Surg”
• Westmead Millennium Institute: “Univ Sydney SAME Westmead Millennium Inst”
• Woolcock Institute of Medical Research: “Univ Sydney SAME Woolcock Inst Med Res”

Sydney Conservatorium of Music: “Univ Sydney SAME Music”
Nursing and Midwifery: “Univ Sydney SAME Nursing”
Pharmacy: “Univ Sydney SAME Pharm”
Science:
• Biological Sciences: “Univ Sydney SAME Biol Sci”
• Chemistry: “Univ Sydney SAME Chem”
• Geosciences: “Univ Sydney SAME Geosci”
• History and Philosophy of Science: “Univ Sydney SAME Hist & Philosophy Sci”
• Mathematics and Statistics: “Univ Sydney SAME Math & Stat”
• Molecular and Microbial Biosciences: “Univ Sydney SAME Mol and Microbial Biosci”
• Optical Fibre Technology Centre: “Univ Sydney SAME Opt Fibre Technol Ctr” or “Univ Sydney SAME Opt Fiber Technol Ctr” or “Univ Sydney SAME oftc”
• Physics: “Univ Sydney SAME Phys”
• Psychology: “Univ Sydney SAME Psychol”
• The Sydney Institute for Astronomy: “Univ Sydney SAME Sydney Inst Astron”
Veterinary Science: “Univ Sydney SAME Vet Sci”
Sydney College of the Arts: “Univ Sydney SAME Coll Arts”
3. WHERE TO FIND MORE INFORMATION ABOUT ENDNOTE

You can download EndNote, follow online tuition and enrol in face-to-face classes via the University Library’s EndNote site: http://www.library.usyd.edu.au/skills/endnote.html