

Hi and welcome to this guide. I will show how you as an OsloMet student can install the reference handling tool EndNote on your own computer. EndNote is a licenced software that OsloMet has made available for its students and employees. You will therefore have to install the program in a specific way. You will NOT download the free trial version.

To install EndNote, go to The University Library home page at oslomet.no/en/ul, and choose EndNote and Zotero. Please note that you will have to close all Office programs, as Word, Excel and Powerpoint before you start the installation.

Choose "Install or update EndNote" and log in using your OsloMet username and password. Here in Distro you get an overview of downloadable software. The latest available version of EndNote we have got, will always be here. EndNote has two downloadable versions, one for Mac and one for PC. Choose the one suiting you. I choose PC, and the latest version, EndNote 20. Click "Last ned". You will have to go to the Downloads-folder to open and run the installation file. How you get here, or if the folder opens automatically, will depend on your browser and operative system. And this is where a lot of PC-users get into trouble. Under "Viktig informasjon", important information, in Distro, the message reads that you will have to unzip the files before installation. The licence file and installation file will have to be in the same folder. If you, during the installation, are asked a question on licence, you have NOT unzipped the files.

You will consequently FIRST have to unzip the files, or extract files, before you will be able to install the program properly. Click the installation file and follow the instructions. You don't have to choose anything special, just accept. Generally, save the program on the suggested location.

Also, be aware that the EndNote program consists of two different parts, and that you will have to think twice before you move or copy EndNote-related files. Please learn more on this online.

The installation is now finished, and you can start using the program.

To make the most of EndNote, we recommend that you join an EndNote course. See our webpages for the next courses. Good luck!