EndNote Online – Registration for First-Time Users

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To use EndNote Online you must first Register an EndNote Online account. On the EndNote Sign-in page you must enter the email address and password which you have created when registering your EndNote Online account and not your University (‘DS’) login credentials.

**Step 1: access EndNote Online via A-Z or SUPrimo record**

Access EndNote Online either:

- Via the ‘**EndNote Online**’ record in the [A-Z Databases list](#). Click on the hyperlinked title in the record.

- Or via the SUPrimo record for ‘**EndNote Online**’. In the ‘Electronic resource’ tab, click on the ‘Full text available at: Clarivate Analytics’ link.
Step 2: EndNote ‘Sign in’ page

You will now be taken to the EndNote ‘Sign in’ page. If you have not previously registered an EndNote Online account you will need to do this now. Click on the ‘Register’ button.

Step 3: EndNote Registration page

You are required to provide the following details to register an EndNote Online account:

- **Email address**: please use your University of Strathclyde email address.
- **Password**: you are required to create a password for your EndNote Online account. Please follow good security practice when creating your password, and do not use your University (‘DS’) account password. You can find further guidance on the University’s cybersecurity ‘Strong Passwords’ webpage.
- **First name** and **Last name**

Please note that by registering, you are agreeing to Clarivate’s Terms of Use and Privacy Statement, which can be viewed via the links at the bottom of the webpage.
Step 4: Registration Confirmation message in browser

You will now see a confirmation message displayed in the browser, advising that a registration confirmation has been sent to your email address.

Click ‘OK’ in the browser and follow the instructions in the email you have received.
Step 5: follow instructions in ‘activation request’ email

Follow the instructions in the activation email you have received, and click on the activation link in the email.

If you have not received an email from EndNote in your inbox, you may need to check your Junk E-Mail folder or unblock the domain ‘@clarivate.com’.

Step 6: Success! message in browser

After following the link in your email, you will see a message in your web browser confirming that you have successfully activated your account. You will also receive a ‘Welcome to EndNote’ email.

Click ‘OK’. You will be directed back to the EndNote ‘Sign in’ page.
Step 7: sign in using your EndNote Online account

On the EndNote Sign in page, now sign in using the EndNote Online account details (email address and password) you have just registered. Do not enter your University (‘DS’) login credentials here.

Enter your email address and EndNote password and click the ‘Sign in’ button.

Step 8: EndNote End User License Agreement

To complete your registration you will be required to accept the EndNote End User License Agreement by clicking the ‘I Agree’ button.
Step 9: Kopernio pop-up

EndNote users see a pop-up message giving the option to start using the Kopernio browser extension. Please note that Kopernio is entirely optional, and other similar browser plugins are also available. If you wish to use Kopernio, then follow the prompts in the pop-up. If you do not wish to use Kopernio, close the pop-up by clicking the X icon.

Step 10: check that EndNote Online account has ‘Roaming’ status

You will now be taken to EndNote Online. First time users should now check whether their EndNote Online account has been synced to Strathclyde’s institutional subscription. If you registered for EndNote Online from on-campus, this should happen automatically. If you registered from off-campus, it is likely that you will need to follow some additional steps.

View your account details by clicking on the account icon in the corner, selecting ‘Account’, and then clicking the ‘Subscription’ link.
If your EndNote Online account status displays as ‘Roaming’ this means that your account is linked to Strathclyde’s subscription. Your account is fully set-up and you are now ready to begin using EndNote Online.

If your account does not display ‘Roaming’ status, and instead states ‘Roaming Expired’ / Limited functionality, please continue to Step 11 below.

**Step 11: EndNote Online account shows ‘Roaming Expired’/Limited Functionality**

View your account details by clicking on the account icon in the corner, selecting ‘Account’, and then clicking the ‘Subscription’ link.

If your EndNote Online account has not been synced up with our institutional subscription then it will have limited functionality and will not have full Roaming status.
To sync your EndNote Online account with Strathclyde’s subscription from off-campus, you should sign-in to EndNote via the link in Web of Science, by following the steps below.

**Step 11a: access Web of Science via A-Z or SUPrimo record**

Access Web of Science either:

- Via the ‘Web of Science – all databases’ or the ‘Web of Science – Core Collection’ record in the A-Z Databases list. Click on the hyperlinked title in either record.
- Or via the SUPrimo records for ‘Web of Science – all databases’ or ‘Web of Science – Core Collection’. In the ‘Electronic resource’ tab of either record, click on the ‘Full text available at: Clarivate Analytics’ link.

Step 11b: sign in with University (‘DS’) login credentials

Enter your University (‘DS’) Username and Password when prompted. At this point you must enter your University (‘DS’) login credentials and not your EndNote sign-in details.
Step 11c: select ‘EndNote’ link from Web of Science

You will now be taken to the Web of Science database, authenticated as a Strathclyde user.

Click on the ‘EndNote’ link in the top menu bar.

Step 11d: sign in using your EndNote Online account

On the EndNote Sign in page, now sign in using the EndNote Online account details (email address and password) you have just registered. Do not enter your University (‘DS’) login credentials here.

Enter your email address and EndNote password and click the ‘Sign in’ button.
Step 11e: Kopernio pop-up

EndNote users see a pop-up message giving the option to start using the Kopernio browser extension. Please note that Kopernio is entirely optional, and other similar browser plugins are also available. If you wish to set up Kopernio, then follow the prompts in the pop-up. If you do not wish to use Kopernio, close the pop-up by clicking the X icon.
Step 11f: check that EndNote Online account has ‘Roaming' status

You will now be taken to EndNote Online. Check whether your EndNote Online account has been synced to Strathclyde’s institutional subscription.

View your account details by clicking on the account icon the corner, selecting ‘Account’, and then clicking the ‘Subscription’ link.

If your EndNote Online account has been linked to Strathclyde’s subscription, the status will display as ‘Roaming’ and you are fully set up.

If your account still does not display ‘Roaming’ status, and still states ‘Roaming Expired’ / Limited functionality, please contact the Information Services helpdesk for assistance using the contact details in Step 12 below.

Step 12: if you require further assistance please contact us

If you require further assistance, please contact the Information Services' helpdesk. Contact details can be found on our website at https://www.strath.ac.uk/professionalservices/is/contact/.