PR3144 Principles of Research Methods
Bibliography Management

8 Apr 2019
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Outline

Understanding Citation
- Why cite?
- Citation of various information sources

Using EndNote
- Introducing & Installing EndNote desktop
- Adding references to EndNote Library
- Using ‘Cite While You Write’
- Housekeeping EndNote Library
Why cite?

- Acknowledge the information sources you used in your work
- Provide evidence for your arguments and add credibility to your work
- Allow readers to verify your claims as they can trace your sources
- Avoid plagiarism
Introduction

The acute respiratory distress syndrome (ARDS) was first described 50 years ago as a form of respiratory failure that closely resembled respiratory distress syndrome in infants. This life-threatening condition can be caused by a variety of pulmonary (eg, pneumonia, aspiration) or nonpulmonary (eg, sepsis, pancreatitis) processes, leading to increased alveolar capillary permeability, increased lung weight, and loss of aeration. ARDS manifests as hypoxemia, with bilateral opacities on chest radiography, associated with decreased lung compliance and increased venous admixture and physiological dead space. Morphologically, diffuse alveolar damage is seen in the acute phase of ARDS.

Approximately 200,000 patients annually in the United States, resulting in nearly 75,000 deaths, more than 25% of ventilator-associated pneumonia. Globally, ARDS affects approximately 3 million patients annually, accounting for 10% of intensive care unit (ICU) admissions, and 24% of patients receiving mechanical ventilation in the ICU. Despite decades of

REFERENCES


Source: https://jamanetwork-com.libproxy1.nus.edu.sg/journals/jama/fullarticle/2673154
Citation of various information sources (AMA style)

**Book**


**Book Chapter**

Citation of various information sources (AMA style)


Go to: https://kahoot.it/
Introducing Endnote

A software that:

- stores and organizes references from many sources
- inserts these references into a Word document, and
- automatically formats your references according to a predefined citation style
- provides over 6000++ different citation styles to choose from

** NUS IT allows staff and student to install 1 copy of EndNote software
Workflow for EndNote

1. Create an EndNote Library
2. Add references to the EndNote Library
3. Manage references: using groups & finding duplicates
4. Insert references in MS Word (Cite While You Write)
5. Change citation style and edit preferences
Installing EndNote X9

http://libguides.nus.edu.sg/endnote

EndNote is a software for managing references. It can automate the many tedious steps involved in organizing and formatting the references and bibliographies in your academic writing. EndNote Web (ENW) is the web version of EN, with fewer features.

### Installing EndNote

#### EndNote for NUS Staff with NUS Owned Computers

EndNote software is available to NUS staff and students free of charge for both Windows and Mac users. Endnote should be removed (un-installed) when the user is no longer a staff or student of NUS. Instructions are as follows:

**Before you begin:**

- Ensure that your computer is connected to NUS computer network and you have administrator rights to the pc or laptop.

If you encounter issues installing EndNote, please contact NUS IT Care (tel: 6516-2080, email address: itcare@nus.edu.sg) for assistance.
Installing EndNote for Windows/Mac

› EndNote X9 is available for download via NUS IT website: https://nusit.nus.edu.sg/services/software_and_os/software/software-student/

› Contact NUS ITCare (x62080, itcare@nus.edu.sg) for installation issues
Welcome to EndNote

Get started by setting up your EndNote account
An EndNote account lets you access your research from anywhere, anytime – from your desktop, online or on your iPad.

Set up your account
Create a new library

1. Search Windows > EndNote
2. Click on File > New
3. Enter a filename: My Sample EndNote Library (.enl)
4. Select location to save the library (eg Desktop)
5. Click Save
The EndNote Library
No limit to number of references, but <100,000 is recommended.
We recommend only having 1 EndNote Library at any 1 time.
Adding references to EndNote Library

- **Method 1: Direct Export**
  - PubMed
  - Embase
  - Google Scholar

- **Method 2: PDF Import**

- **Method 3: Manual Data Entry**
Method 1: Direct Export
Direct Export: PubMed

PubMed ▼ green tea caffeine cancer
Advanced

Search
Direct Export: PubMed

1. Click **Send to**, select **File**, **MEDLINE** format, then **Create File**.
Direct Export: PubMed

2. Go to EndNote, click on **File > Import > File**

3. Choose **PubMed (NLM)** import option
Direct Export: Embase

Quick Search

Quick search: green tea caffeine cancer

Show 169 results
Direct Export: Embase

1. Select records, then Export

169 results for search #1

1. Effects of coffee and tea consumption on glucose metabolism: A systematic review and network meta-analysis
   Kondo Y., Goto A., Noma H., Iso H., Hayashi K., Noda M.
   *Nutrients* 2019 11:1 Article Number 48 Cited by: 0
   Embase, MEDLINE, Abstract, Index Terms, View Full Text, Find It! @ NUS Libraries

2. Why green tea reduces heart disease risks
   Ma X., Zhang X., Gao Y., Yu W., Liu Q.
   *European Journal of Preventive Cardiology* 2018 25:10 (1114-) Cited by: 1
   Embase, [No abstract available], Index Terms, View Full Text, Find It! @ NUS Libraries

3. Coffee, tea, caffeine, and risk of hypertension: The Singapore Chinese Health Study
   Embase, MEDLINE, Abstract, Index Terms, View Full Text, Find It! @ NUS Libraries
Direct Export: Embase

2. Select export format and click Export

Choose a format: **RIS format (Mendeley, EndNote)**

**Records selected: 169**

- **Content:**
  - A1: Author names
  - AD: Correspondence address
  - C1: Drug trade names
  - C2: Drug manufacturers
  - C3: Device trade names
  - C4: Device manufacturers
  - C5: Medline PMID
  - DB: Name of Database
  - DO: Digital Object Identifier (DOI)
  - EP: End page
  - ER: End of record
  - IS: Issue
  - JF: Journal Title (full)
  - JO: Journal Title
  - KW: Keyword
  - L2: DOI/full text link
  - LA: Language of article
  - M1: Author addresses
  - M3: Publication type
  - N2: Abstract (English)
  - U1: Abstract (Non-English)
  - SN: Serial number (ISSN/ISBN)
  - SP: Start page
  - T1: Title (English)
  - T2: Title (Non-English)
  - TY: Source type, Journal, Book, etc
  - U2: Embase identification number (PUI)
  - U3: AiP/IP entry date
  - U4: Full record entry date
  - UR: Web URL - Full record link to Embase
  - VL: Volume
  - Y1: Publication year

[Save export preferences] [Export]
Direct Export: Embase

3. **Download** the .ris file

4. Double click the downloaded file or click “Open with” to transfer records to your EndNote library
Direct Export: Google Scholar

1. Search in Google Scholar
2. Click on “” to cite
Method 2: PDF Import
PDF Import

1. On the menu bar, click on **File > Import > File...** or **Folder...** A dialogue box “**Import File**” appears.

2. **Import File**: Browse for the saved PDF file or folder, and **Choose**...

3. **Import Option**: Select Other Filters.... Look for **PDF**. Click **Choose**.

4. Click **Import**.

5. The references are now saved into the EndNote library, under the group “**Imported References**”.

***Note. Digital Object Identifier (DOI) needs to be present. If the DOI is not present the PDF will be imported, but you will need to do extensive editing of the reference information.***
Nephrotoxicity during Vancomycin Therapy in Combination with Piperacillin-Tazobactam or Cefepime

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†University of Kentucky College of Pharmacy, Lexington, Kentucky; ‡University of Kentucky Hospitals, Lexington, Kentucky; §University of Kentucky, Lexington, Kentucky

ABSTRACT Recent reports have demonstrated that vancomycin (VAN) may lead to an increase in the incidence of acute kidney injury (AKI) when it is combined with antipseudomonal beta-lactams. This study compared the incidence of AKI associated with VAN plus piperacillin/tazobactam (TZA) or ceftazidime (CTZ). This was a retrospective, matched cohort study that was conducted at an academic medical center between September 2010 and September 2014 and that included adult patients with or without chronic or acute kidney disease, diabetes, pregnancy, acute illness, or a hospital transfer receiving TZA-VAN or CTZ-VAN for at least 48 h. The primary outcome was the difference in the AKI incidence between the TZA-VAN and CTZ-VAN groups, evaluated using the risk, injury, failure, losses of kidney function, and end-stage kidney disease (RIFLE) criteria. Patients in the two groups were matched on the basis of age, sex, severity of illness, baseline chronic kidney disease, number of nephrotoxic risk factors, and intravenous contrast exposure. In total, 4,891 patients met all inclusion criteria (3,363 received TZA-VAN and 1,528 received CTZ-VAN). The unadjusted AKI incidence was 21.4% in patients receiving TZA-VAN, whereas it was 12.0% in patients receiving CTZ-VAN (P < 0.0001). After the patients were matched, 1,683 patients receiving TZA-VAN and 518 patients receiving CTZ-VAN were evaluated. The AKI incidence remained higher in patients receiving TZA-VAN than in those receiving CTZ-VAN (21.4% versus 12.9%, P < 0.0001). This trend remained true for all subdivisions of the RIFLE criteria. After controlling for remaining confounders, TZA-VAN therapy was associated with a 3.8 times the odds of AKI than CTZ-VAN therapy (95% confidence interval, 1.4 to 10.4 times) in sensitive regression. AKI was significantly more common in patients receiving vancomycin in combination with piperacillin-tazobactam than in those receiving vancomycin in combination with ceftazidime. This finding reinforces the need for the judicious use of combination empirical antimicrobial therapy.

KEYWORDS nephrotoxicity, piperacillin-tazobactam, adverse drug effects, beta-lactamase, ceftazidime, vancomycin

Nephrotoxicity is a well-established adverse effect of vancomycin (VAN) therapy. Risk factors for increased acute kidney injury (AKI) with vancomycin therapy include concomitant administration with nephrotoxic agents, prolonged treatment durations of greater than 7 days, and vancomycin doses of 4 or greater, and chloride (1). The incidence of AKI with vancomycin therapy varies widely and is estimated to range from 1.0 to 20.0% (2). Additionally, current guidelines for the treatment of methicillin-resistant Staphylococcus aureus (MRSA) infections advocate the use of more aggressive dosing to combat the increasing MDR associated with treatment failures (3). The addition of an antipseudomonal beta-lactam agent, such as piperacillin-tazobactam (TZA) or ceftazidime (CTZ), is common in hospitalized patients. Despite...
PDF Import (Mac)
PDF Import (Mac)
Method 3: Manual Data Entry

Watch this video: http://youtu.be/30u5_b9d5D4
Citation of a Webpage
(AMA style)

Webpage

Elements of citation

Author(s), if given (often, no authors are given). Title of the specific item cited (if none is given, use the name of the organization responsible for the site). Name of the Web site. URL [provide URL and verify that the link still works as close as possible to publication]. Published [date]. Updated [date]. Accessed [date].

Example


10.2 How to Enter Author Names in EndNote

- Each author must be on a separate line.
- If there is no comma in the name, EndNote will use the last word on the line as the last name.
- If there are commas, anything before the first comma is the author’s last name, anything after a second comma is a suffix, and anything between a first and second comma is the author’s first and middle names.
- A second comma should be used only when there is a suffix or an internal comma in an institutional name.

<table>
<thead>
<tr>
<th>Name Entered as</th>
<th>Formatted According to AMA</th>
<th>Formatted According to APA</th>
<th>Formatted According to Chicago (For first author in bibliography)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personal Names without Suffixes</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>John R. Smith</td>
<td>Smith JR</td>
<td>Smith, J. R.</td>
<td>Smith, John R.</td>
</tr>
<tr>
<td>J. R. Smith</td>
<td>Smith JR</td>
<td>Smith, J. R.</td>
<td>Smith, J. R.</td>
</tr>
<tr>
<td>Smith, John R</td>
<td>Smith JR</td>
<td>Smith, J. R.</td>
<td>Smith, John R.</td>
</tr>
<tr>
<td>Smith, J. R</td>
<td>Smith JR</td>
<td>Smith, J. R.</td>
<td>Smith, J. R.</td>
</tr>
<tr>
<td>John R. de Young</td>
<td>Young JRd</td>
<td>Young, J. R. d.</td>
<td>Young, John R. de</td>
</tr>
<tr>
<td>J. R. de Young</td>
<td>Young JRd</td>
<td>Young, J. R. d.</td>
<td>Young, J. R. de</td>
</tr>
<tr>
<td>Le Young, John R</td>
<td>de Young JR</td>
<td>de Young, J. R.</td>
<td>de Young, John R</td>
</tr>
<tr>
<td>Le Young, J. R</td>
<td>de Young JR</td>
<td>de Young, J. R.</td>
<td>de Young, J. R.</td>
</tr>
</tbody>
</table>

The correct methods of input are highlighted above.

Hands on Exercise (I)


Guidelines on Therapeutic Product Registration

MAIN GUIDANCE

Guidance on Therapeutic Product Registration in Singapore (January 2019) (updated Jan 19)

Appendices

1. Patent Declaration Forms (updated Jan 19)
2A. Application Checklist for NDA and GDA (ICH CTD) (Word version)
2B. Application Checklist for MAV (ICH CTD) (Word version)
3A. Application Checklist for NDA and GDA (ACTD) (Word version)
3B. Application Checklist for MAV (ACTD) (Word version)
4. Sample Verification Document for Translator
How to create a webpage citation

1. Click on “New Reference”

2. Under Reference Type, select “Web page”

3. Enter the information into their respective fields.
<table>
<thead>
<tr>
<th>Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Author</td>
</tr>
<tr>
<td>Title</td>
</tr>
<tr>
<td>Accessed date</td>
</tr>
</tbody>
</table>

Reference

Citation of a package insert
(AMA style)

Package Insert

Elements of citation

Name of Medicine [package insert]. Place of publication: Publisher; Year of publication.

Example:

What if the package insert is obtained online?

› Two additional fields to fill in:
  1) URL of the online package insert
  2) Accessed date

› Elements of citation

Name of Medicine [package insert]. Place of publication: Publisher; Year of publication. URL. Accessed Date.

Example:

Hands on Exercise (II)

You have to cite the package insert for the drug Lamisil produced by Novartis Pharmaceuticals Corporation East Hanover, New Jersey. The insert is printed in 2013.
How to create a package insert citation

1. Click on “New Reference”

2. Under Reference Type, select “Pamphlet”

3. Enter the information into their respective fields.
<table>
<thead>
<tr>
<th>Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Title</strong></td>
</tr>
<tr>
<td><strong>Year</strong></td>
</tr>
<tr>
<td><strong>Published Source</strong></td>
</tr>
<tr>
<td><strong>Place Published</strong></td>
</tr>
<tr>
<td><strong>Publisher</strong></td>
</tr>
</tbody>
</table>

**Reference**

Duplicates

1. Remove Duplicates
References > Find Duplicates

2. Delete Unwanted References
Select references then
References > Move References to Trash

*** Note: To delete References permanently,
References > Empty Trash
Grouping

Create folders to group (categorize) references

1. Group set and custom groups

2. Smart Groups

3. Create From Groups
Cite While You Write

• Use MS Word to insert citations into your paper.
• Create a paper with properly formatted references, bibliography, figures & tables.
• Do **NOT** edit the references in Word.
• Any editing should be done in EndNote Library only.
• To locate citation and bibliography fields, change the MS Word’s Field Shading option.
EndNote X9 Tab in Word

- Go to EndNote
- Edit & Manage Citation(s)
- Edit Library Reference(s)
- Convert Citations and Bibliography
- Export to EndNote

- Insert Citation...
- Insert Selected Citation(s)
- Insert Note...
- Insert Figure...

- Convert to Unformatted Citations
- Convert to Plain Text
- Convert Reference Manager Citations to EndNote
- Convert Word Citations to EndNote
- Export Traveling Library
- Export Word Citations
- Export Word Master List
Insert Citations

Go to EndNote
This tool will take you to the EndNote program where you can select (highlight) references for insertion into your Word document.

Insert Selected Citation(s)
This tool will insert the references you selected in EndNote into your document at the location of the Word cursor.
Insert Citations

Insert Citation

This tool will provide a search window where you can enter text that is in any field. You can then select references from a list of those that contain your search terms and insert them into your paper.
Edit Citations

a. This is where you remove a citation if you no longer want to cite it. Or, edit a reference instead of changing it manually on the Word document.

b. Use this to exclude author or year in the in-text reference, or add page number.
Change Style & Format Bibliography

› To change the citation style
  – EndNote X9 tab:
  – Click on Style > Select Another Style…

› To create bibliography section*
  – Bottom right corner of Bibliography group > Layout > Bibliography title
  – Type References (or Bibliography)

• The bibliography section appears only when you insert a citation

› Mac users
  - Click on Bibliography> Configure Bibliography > Layout> Bibliography title
Convert to Plain Text (PC)

› EndNote X9 tab > Bibliography Group > Convert Citations and Bibliography > Convert to Plain Text

› A second copy of the Word document will be created with no field codes.

› Convert to plain text before sending document to a publisher or LumiNUS, as the field codes may interfere with other software.
Convert to Plain Text (Mac)

EndNote X9 tab > Tools> > Convert to Plain Text

A copy of the Word document will be created with no field coding. Used before sending document to a publisher or LumiNUS, as the field coding may interfere with other software.
Recap

Direct Export
• Most popular databases (PubMed, Embase etc)

Import PDF
• Good for PDFs with DOI and PDF is OCR enabled

Manual Input
• When information source is in print or direct import is not possible

EndNote Library

MS Word

Cite While You Write
Housekeeping: Topics

1. Export Travelling Library
2. Backup an EndNote Library
Export traveling library

› Exports all the references used in your current Word document to an existing (or new) library

› EndNote X9 Tab > Tools Group > Export to EndNote > Export Traveling Library
Backup an EndNote library

1. Save the complete Library to a single compressed file (.enlx), including .DATA folder.
2. To backup: **File > Compressed Library**
3. To decompress: **double click file**
General Safety Notes

1. EndNote libraries are made up of two parts: the .enl file and the .Data folder. These two parts must be kept together, both are needed for the library to work correctly.

2. EndNote libraries should be kept on your computer's hard drive. Storing and editing libraries on a network drive can lead to corruption and performance issues.

3. EndNote libraries should never be stored in cloud-syncing folders such as Dropbox, OneDrive, Box, SugarSync, etc. Syncing folders corrupt EndNote libraries over time.

4. Uninstall your previous version of EndNote before installing a new version.

Source: https://clarivate.libguides.com/endnote_training/home
EndNote Reference Materials

› EndNote Subject Guide
  http://libguides.nus.edu.sg/endnote
› Export citations from PubMed to EndNote
  https://youtu.be/Bndii3dQ1kw
  https://youtu.be/T72Ak1IRySs
› Export citations from Embase to EndNote
  https://youtu.be/VcJpb0YztkA
› Building a simple EndNote Style
  https://youtu.be/TaMdhZ7I6VU
› EndNote Training (Youtube channel)
  https://www.youtube.com/user/EndNoteTraining
› EndNote X9 on Windows: The Short Course
  https://youtu.be/8KTDSl9OGgE
THANK YOU

Best Wishes from

NUS Libraries

Email: mdlib@nus.edu.sg
Telephone: 65162046

We value your feedback

https://tinyurl.com/pharmApr2019