CONFIGURING THE FIND FULL TEXT FEATURE IN ENDNOTE

While it may be unlikely that you can configure EndNote to find “all” of the full text you have access to through the Bird Library, you can increase the likelihood that full text will be found by configuring the Find Full Text feature in your EndNote Preferences. Follow the steps below to maximize this functionality:

**STEP 1**
Open EndNote and go to the Edit menu → Preferences → Find Full Text

![EndNote Preferences Screen](image)

As the screen shot above indicates, several items will be selected by default; keep these selections

**STEP 2**
In the box labeled “OpenURL Path” enter [http://ou-primo.hosted.exlibrisgroup.com/primo_library/libweb/action/search.do?&vid=OUHSC](http://ou-primo.hosted.exlibrisgroup.com/primo_library/libweb/action/search.do?&vid=OUHSC)

**STEP 3**
In the box under the heading “Authenticate with” enter [http://webproxy2.ouhsc.edu/login](http://webproxy2.ouhsc.edu/login)

**STEP 4**
Click “OK”
**USING THE FIND FULL TEXT FEATURE IN ENDNOTE**

**STEP 1**
Go to the References menu → Find Full Text → Authenticate

**STEP 2**
In your EndNote Library select the reference or references you want to attach full text to (remember that the more references you select at a time, the longer the process will take)

**STEP 3**
Go to the References menu → Find Full Text → Find Full Text (you can also access this menu by right clicking on any reference in your group)
STEP 4
EndNote will begin a Find Full Text search; look for the Find Full Text group set in the left hand column to monitor the progress of your search.

![Find Full Text](image)

STEP 5
When the Find Full Text search is completed the Searching group will disappear; based on the search results you may see any combination of the three groups illustrated below:

![Find Full Text](image)

In this example, EndNote was able to locate PDF files for 15 references and URLs for 3 references.

THINGS TO KEEP IN MIND...
The Bird Library’s print collection may be useful in locating items that are not retrieved with EndNote’s Find Full Text feature. If you discover what you need in print you can scan the item and import it into your EndNote library.

QUESTIONS ABOUT CONFIGURING THE FIND FULL TEXT FEATURE TO ACCESS BIRD LIBRARY RESOURCES?
- Please contact Bird Library Reference at bird-reference@ouhsc.edu

ENDNOTE TRAINING & TECHNICAL SUPPORT
- [https://clarivate.libguides.com/endnote_training/home](https://clarivate.libguides.com/endnote_training/home)
  - Site includes:
    - Video tutorials available 24/7
    - Live webinars taught by expert trainers; choose a time that is convenient for you and enroll online
    - User guides, exercises, and more
    - Technical Support for assistance with any issue you might encounter with EndNote as it is installed in your local environment; contact options at [https://support.clarivate.com/Endnote/s/?language=en_US](https://support.clarivate.com/Endnote/s/?language=en_US)