

How to Place a NEW EndNote Style File into Your EndNote Folder

The standard APA 6th style file is included in the EndNote X4 version. To download this version, return to the ORGS 'Training and Software' site for instructions:

<http://www.uthsc.edu/nursing/ORGS/Training.php>

Please Note: The *APA 6th No DOI* and *APA 6th Annotated* style files provided on this site are MODIFIED versions of the standard APA 6th style.

- The *No DOI* style file **omits** the 'DOI' field* in your bibliography.
*There are currently unresolved issues with the formatting of the contents of the 'DOI' field from the standard APA 6th style file (having to do with the entries in electronic databases and how they are generated from the National Library of Medicine), so this version of the APA 6th output file does not display the DOI field in your references.
- The *APA 6th Annotated* style file will generate a bibliography that displays the abstract, but only for records that contain abstracts IN THE RECORD.

To IMPORT a STYLE FILE into YOUR PROGRAM:

1. First you will save to your desktop the customized style file (located on the ORGS Training and Software site).
2. Second, you will open each of these links in succession:
 - Start
 - My Computer
 - Local Disc (C)
 - Program Files
 - EndNote X4
 - Styles
3. Then you will drag and drop, or copy paste, the saved file from your desktop into the opened 'Styles' folder in your EndNote program folder.

To OPEN the NEW STYLE in YOUR LIBRARY:

1. After you've placed the APA 6th Annotated style file into your EndNote program's style folder, you will return to your desktop after closing the program folder.
2. Then open an EndNote library.
3. There is a drop down arrow next to the field on your EndNote tool bar that displays the style you are currently defaulted to in your library.
4. Click the drop down arrow next to the style field.
5. Click 'Select Another Style' (you may have to wait a moment while the style list opens—sometimes it takes awhile to launch).
6. After your style list displays, scroll down and highlight the style you have just inserted into your program style folder (*APA 6th Annotated* or *APA 6th, No DOI*).
7. Click 'Choose.'
8. **Now the NEW style you have chosen will appear in your EndNote library style field.**