

E n d N o t e

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台北 ☎ 3251  
淡水 ☎ 2510

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- 1 Part I. 簡介/安裝/說明
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- 4 Part IV. 輔助論文撰寫
- 5 Part VI. 補充資訊

1

Part I.  
簡介

2

3

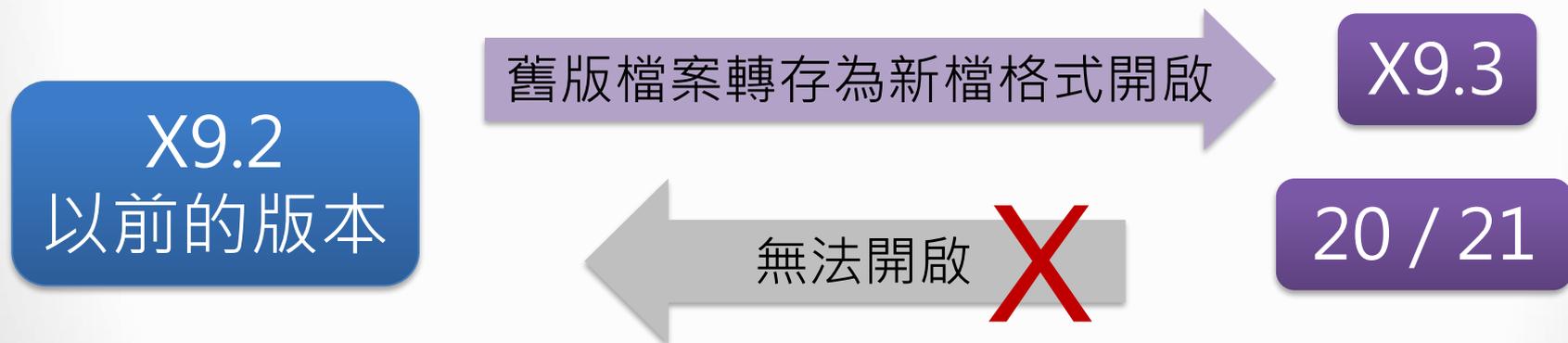
4

5

## 特別提醒

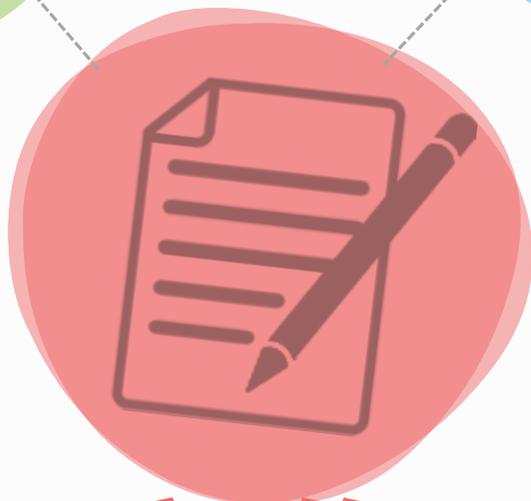
# 版本相容性問題

- 電腦安裝新版後，舊版檔案開啟時可另存為新版檔案
- 新版電腦建立/轉存的檔案於舊版電腦無法開啟，需安裝新版本



# 管理

# 蒐集書目



# 寫作

# 分享

## 內文-引文 (citation)

腦中風(stroke)分成缺血性腦中風(ischemic stroke)及出血性腦中風(hemorrhagic stroke)兩大類，約八成為缺血性腦中風(Yew & Cheng, 2015)，其臨床表現為突發性局部神經缺損，造成肢體偏癱、吞嚥困難、構音障礙，或步態不穩等症狀(van der Worp & van Gijn, 2007; Yew & Cheng, 2015)。初次罹患腦中風病人因肢體偏癱，導致身體活動功能障礙，失去自我控制肢體能力，以致無法執行日常生活，加上病人無法接受自己失能，也因此產生心理層面問題(呂、黃，2014；周、王、周，2010；解、胡，2011；蕭、王，2012)。國內探討中風病人憂鬱情緒及相關因素的研究發現，病人對疾病的接受度愈差或日常生活功能愈差者，其憂鬱情緒表現愈明顯(邱等，2014)。國外研究調查中風後病人對自身殘障的接受度與憂鬱的相關性發現，愈無法接受自身殘障的病人愈容易有憂鬱症狀(Townend, Tinson, Kwan, & Sharpe, 2010)。當病人遭受重大改變時，會有無法接受的情緒反應，且中風後情緒低落與失能程度有相關，當失能程度愈嚴重，病人的情緒低落表現更明顯(Willey et al., 2010)。

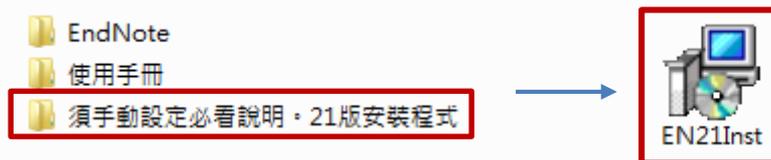
## 參考書目 (Bibliography)

- van der Worp, H. B., & van Gijn, J. (2007). Acute ischemic stroke. *The New England Journal of Medicine*, 357(6), 572–579. doi:10.1056/NEJMc072057
- Yew, K. S., & Cheng, E. M. (2015). Diagnosis of acute stroke. *American Family Physician*, 91(8), 528–536.
- 呂冠逸、黃翠媛 (2014)·運用 Mishel 不確定感理論於初次中風個案之護理經驗·*長庚護理*，25(2)，223–230。  
[Luang, K. Y., & Huang, T. Y. (2014). The application of Mishel's uncertainty theory in nursing experience for a first stroke patient. *Chang Gung Nursing*, 25(2), 223–230.] doi: 10.3966/102673012014062502010
- 蕭如宜、王蓉敏 (2012)·重建腦中風病患身體心像之護理經驗·*志為護理—慈濟護理雜誌*，11(3)，87–98。  
[Hsiao, R. Y., & Wang, R. M. (2012). A nursing experience on restoring body image of a stroke patient. *Tzu Chi Nursing Journal*, 11(3), 87–98.
- 周雅璉、王錦雲、周寶鈺 (2010)·協助一位初次罹患腦中風病人之護理經驗·*新臺北護理期刊*，12(2)，111–120。  
[Chou, Y. L., Wang, C. Y., & Chou, P. Y. (2010). The nursing care experience of a patient who suffered from a first stroke. *New Taipei Journal of Nursing*, 12(2), 111–120.] doi:10.6540/NTJN.2010.2.012

# 安裝



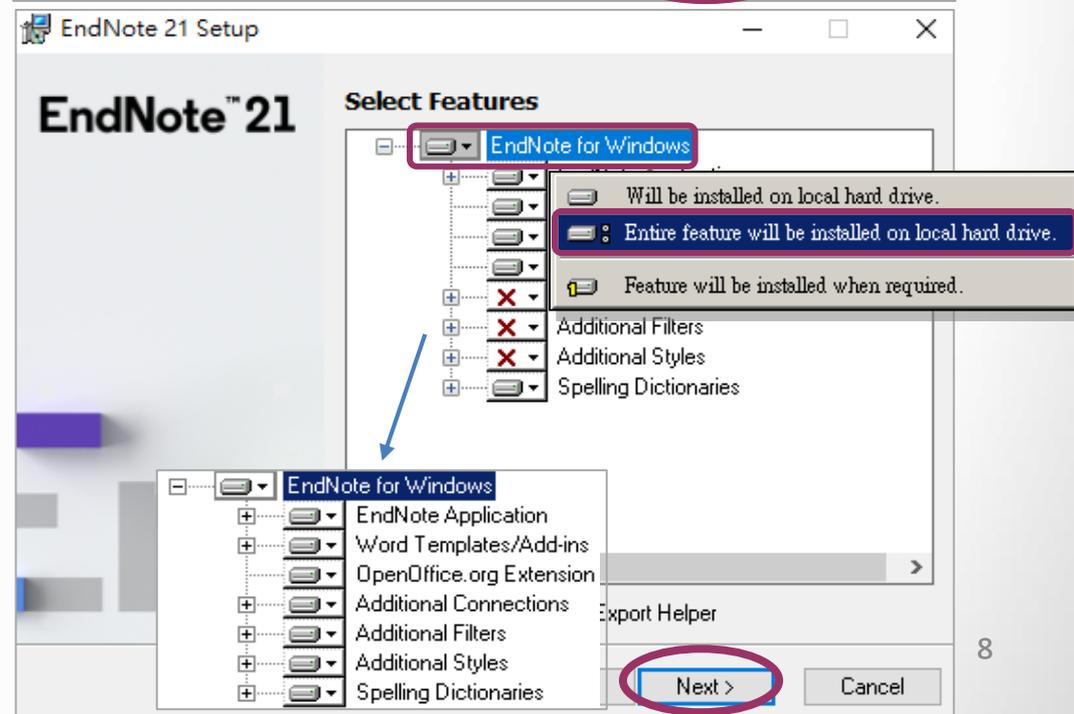
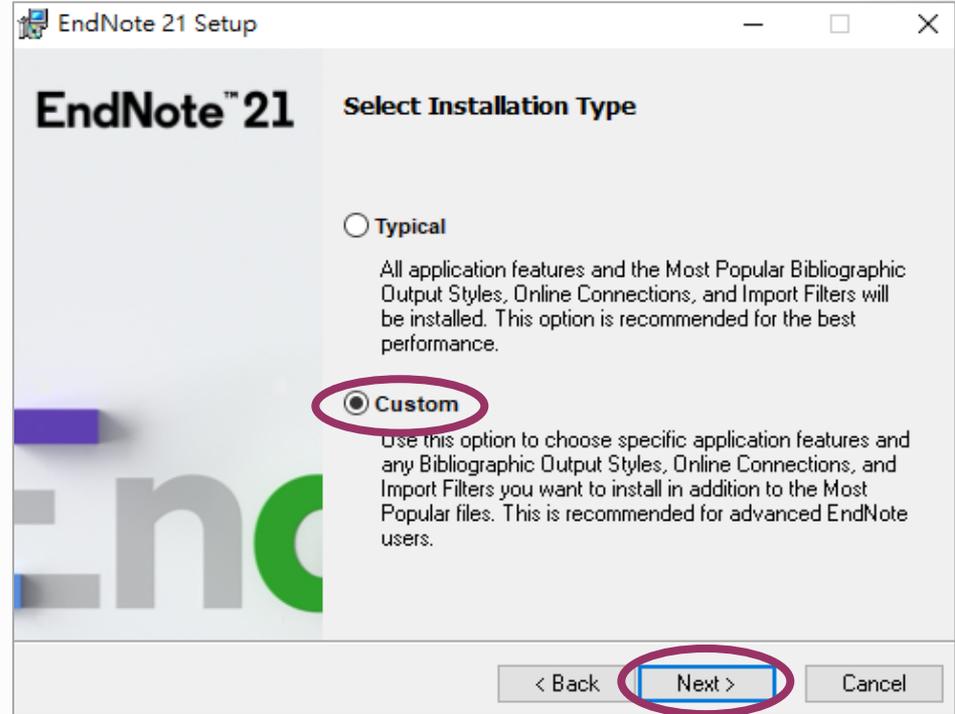
- 在圖書館首頁提供之連結下載程式
- 一定要按滑鼠右鍵解壓縮，請勿直接點開壓縮檔執行，否則將安裝為試用版
- 點選「須手動設定...」檔案夾內的 EN21Inst.msi 執行安裝
- 安裝前須關閉所有Office軟體



# 特別提醒

## 安裝(手動設定)

- 點選**Custom**進行完整安裝
- 在“Select Features”視窗中，在最上方的 **EndNote for Windows** 點選 ▼
  - 選擇 Entire feature will be installed on local hard drive
  - 確認所有 **X** 已消失，可按Next



# 安裝完成後

## Windows

安裝包解壓縮檔案夾內的  EndNote 檔案夾  複製到  文件 檔案夾

## Mac

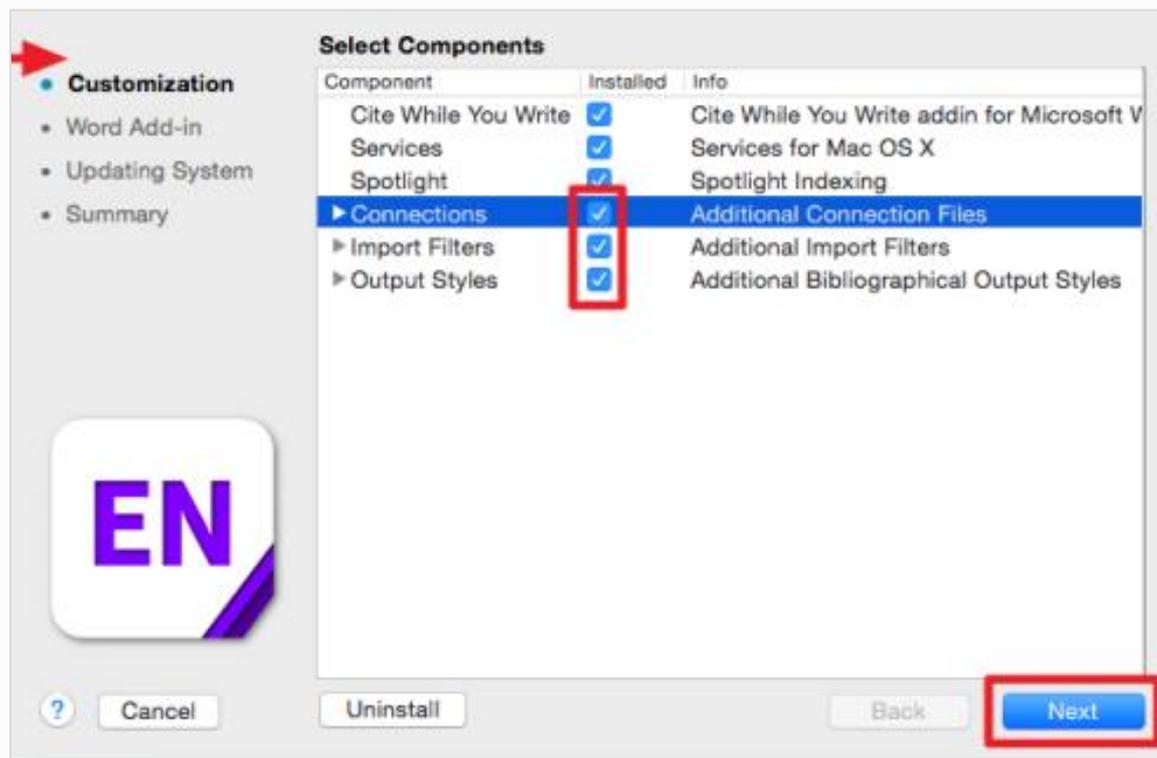
安裝包解壓縮檔案夾內的  EndNote 檔案夾內的  Connections  Filters  Styles 三個檔案夾

 複製到 [Finder : 應用程式\(Applications\) \EndNote 21](#) 選合併檔案夾

# 特別提醒

# Mac 電腦

- 安裝後請打開 EndNote 21 版軟體，點選左上方 **EndNote 21 > Customizer...**，進入 Select Components 畫面，將 Connections, Import Filters, Output Styles 三個選項都打勾，再點選 **Next > Next > Done**，即可完整安裝更多種書目格式。





2

Part 2.

建立個人圖書館



3



4



5

勿存放於雲端同步的硬碟

# 建立New Library

• 建立一個新的個人圖書館(Library)

• 步驟：

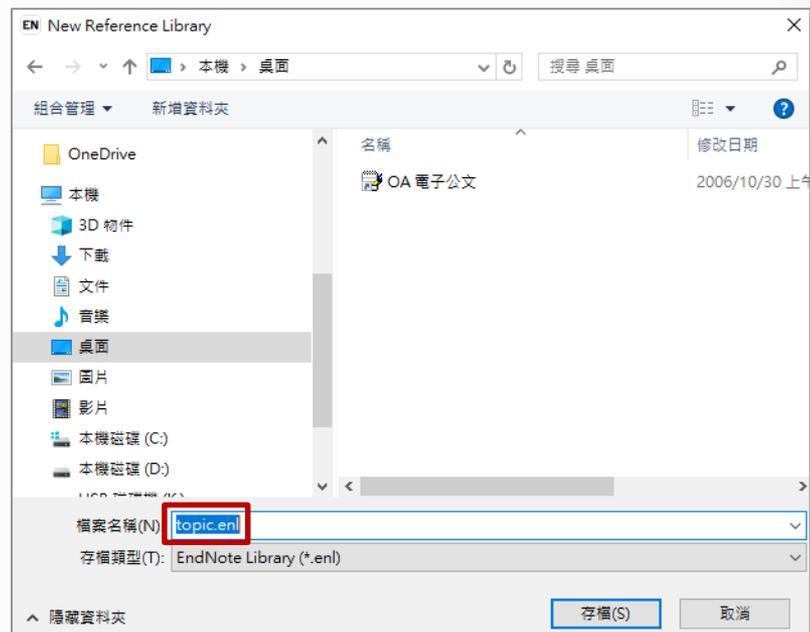
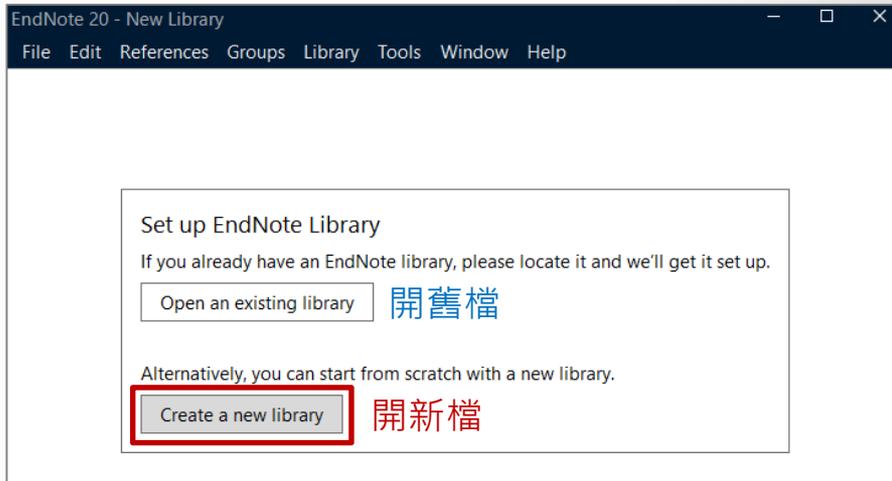
① Create a new library

② 改預設命名並存檔，如topic

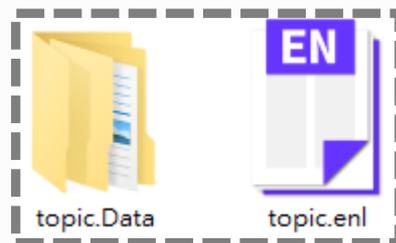
③ 產生一個空白的書目資料庫：

▪ 檔案 topic.enl

▪ 附屬資料夾 topic.Data



我們是平起平坐的好朋友 ☺  
勿把.enl塞到.Data資料夾內!



## APA 7<sup>th</sup> Style

Berke, J. D. (2018). What does dopamine mean? *Nat Neurosci*, 21(6), 787-793. <https://doi.org/10.1038/s41593-018-0152-y>

## BMJ Style

Gill PJ, Roberts NW, Wang KY, et al. Development of a search filter for identifying studies completed in primary care. *Fam Pract* 2014;**31**(6):739-45.

# 特別提醒

## 建立期刊全名縮寫

每建立新的Library須先進行此動作

能輕易轉換期刊名稱

全名→縮寫 或 縮寫→全名

步驟：

① 上方選單Library > Define Term Lists

② 點選Journals

③ 點選右方的Import List

④ 依預設路徑，選擇開啟檔案 Medical.txt：

• Win C:\Program Files(x86)\EndNote 21\Terms Lists\Medical.txt

• Mac Applications: EndNote 21: Terms

⑤ 切換到 Terms 標籤頁，可見匯入醫學期刊之全名與縮寫對照表成功，即可Close

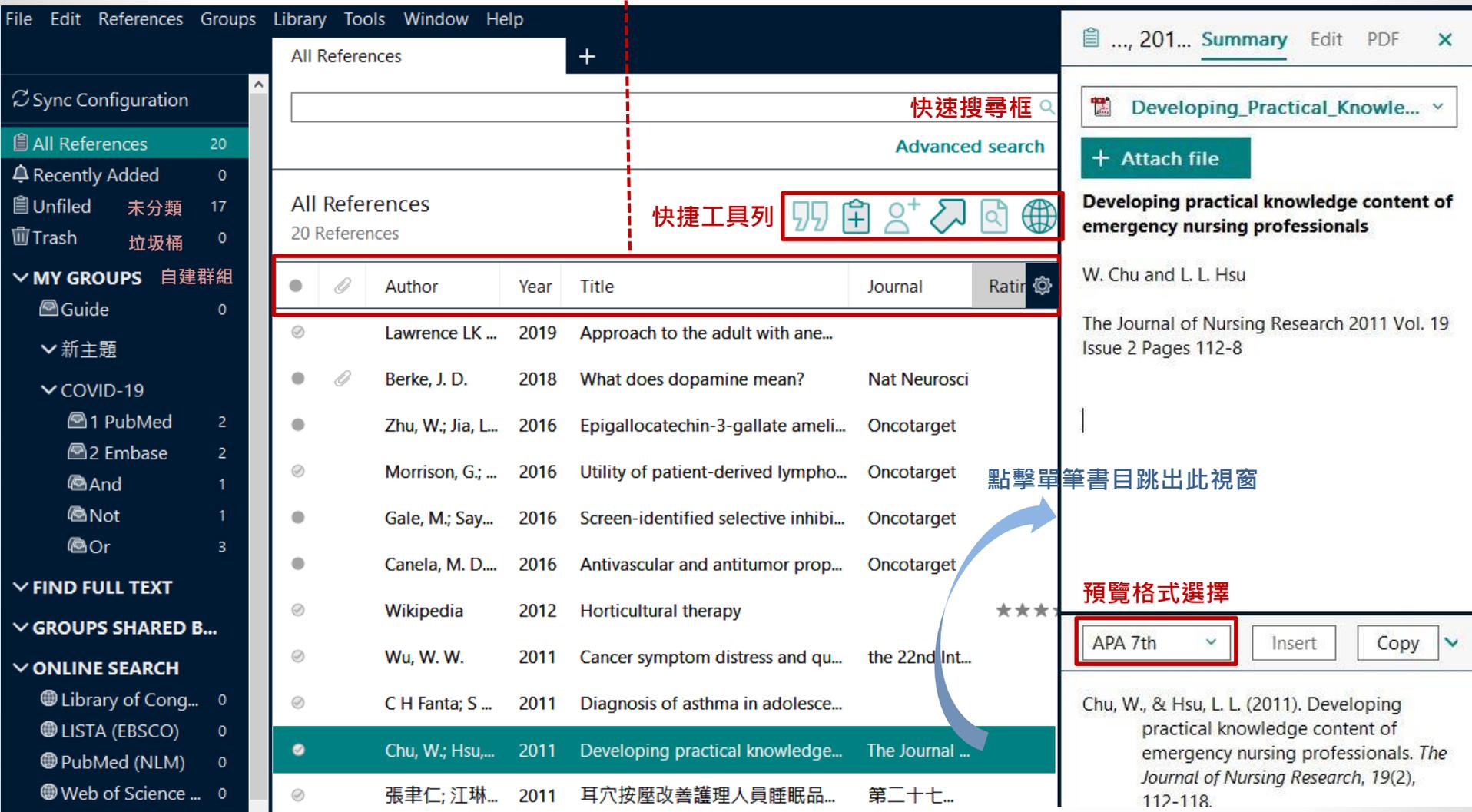
The screenshot shows the EndNote 21 interface. The 'Library' menu is open, and 'Define Term Lists...' is selected. The 'Term Lists' dialog box is open, showing the 'Journals' list selected. The 'Import List...' button is highlighted. A file explorer window is open, showing the file 'Medical.txt' selected.

名稱	修改日期	類型
Anthropology.txt	2012/10/17 下午 08:12	文字
Archaeology.txt	2013/2/26 上午 10:38	文字
Astronomy and Astrophysics.txt	2011/9/21 上午 11:37	文字
BioScience.txt	2012/10/17 下午 08:13	文字
Chemical.txt	2018/5/22 下午 05:54	文字
Economics.txt	2011/9/21 上午 11:32	文字
Humanities.txt	2011/9/21 上午 11:38	文字
Korean Medical Terms.txt	2012/10/17 下午 08:13	文字
Law.txt	2012/10/17 下午 08:14	文字
Medical.txt	2017/10/5 下午 01:41	文字
Philosophy.txt	2012/10/17 下午 08:14	文字
Physics.txt	2012/10/17 下午 07:15	文字
Religion.txt	2006/10/12 上午 11:45	文字
Zoological Research.txt	2012/10/17 下午 08:16	文字

# 介面功能

- \* 每個欄位每按一下可以升降排序
- \* 拖曳欄位可調整欄位的順序
- \* 按滑鼠右鍵可依偏好挑選10個簡目欄位顯示。  
亦可按欄位列最右邊跳出的  選擇顯示欄位

單筆書目總覽 / 編輯 / PDF



The screenshot shows the main interface of a reference management tool. On the left is a sidebar with navigation options like 'All References', 'Recently Added', and 'MY GROUPS'. The main area displays a list of references with columns for Author, Year, Title, Journal, and Rating. A red dashed arrow points from the top toolbar to the '快捷工具列' (Quick Tools Bar) which contains icons for quote, add, user, link, search, and globe. A blue arrow points from the '快捷工具列' to the 'Developing practical knowledge...' entry in the list. On the right, a preview window shows the selected reference's details, including the title 'Developing practical knowledge content of emergency nursing professionals' and the citation 'Chu, W., & Hsu, L. L. (2011). Developing practical knowledge content of emergency nursing professionals. The Journal of Nursing Research, 19(2), 112-118.' The 'APA 7th' citation style is selected in the preview window.

File Edit References Groups Library Tools Window Help

All References +

快速搜尋框

Advanced search

All References

快捷工具列

20 References

	Author	Year	Title	Journal	Rating
☑	Lawrence LK ...	2019	Approach to the adult with ane...		
●	Berke, J. D.	2018	What does dopamine mean?	Nat Neurosci	
●	Zhu, W.; Jia, L...	2016	Epigallocatechin-3-gallate ameli...	Oncotarget	
☑	Morrison, G.; ...	2016	Utility of patient-derived lympho...	Oncotarget	
●	Gale, M.; Say...	2016	Screen-identified selective inhibi...	Oncotarget	
●	Canela, M. D...	2016	Antivascular and antitumor prop...	Oncotarget	
☑	Wikipedia	2012	Horticultural therapy		★★★★
☑	Wu, W. W.	2011	Cancer symptom distress and qu...	the 22nd Int...	
☑	C H Fanta; S ...	2011	Diagnosis of asthma in adolesce...		
☑	Chu, W.; Hsu,...	2011	Developing practical knowledge...	The Journal ...	
☑	張聿仁; 江琳...	2011	耳穴按壓改善護理人員睡眠品...	第二十七...	

點擊單筆書目跳出此視窗

預覽格式選擇

APA 7th

Insert Copy

Chu, W., & Hsu, L. L. (2011). Developing practical knowledge content of emergency nursing professionals. *The Journal of Nursing Research*, 19(2), 112-118.

# 輸入書目資料(References)

- 方法1：從資料庫整批直接輸出  
---PubMed、EBSCO(CINAHL)、Google Scholar等
- 方法2：單筆手動輸入書目  
---圖書、網頁、會議論文、資料庫等書目自建
- 方法3：匯入PDF全文即自動建立書目(僅西文)  
---單一PDF檔、PDF資料夾(多篇PDF)

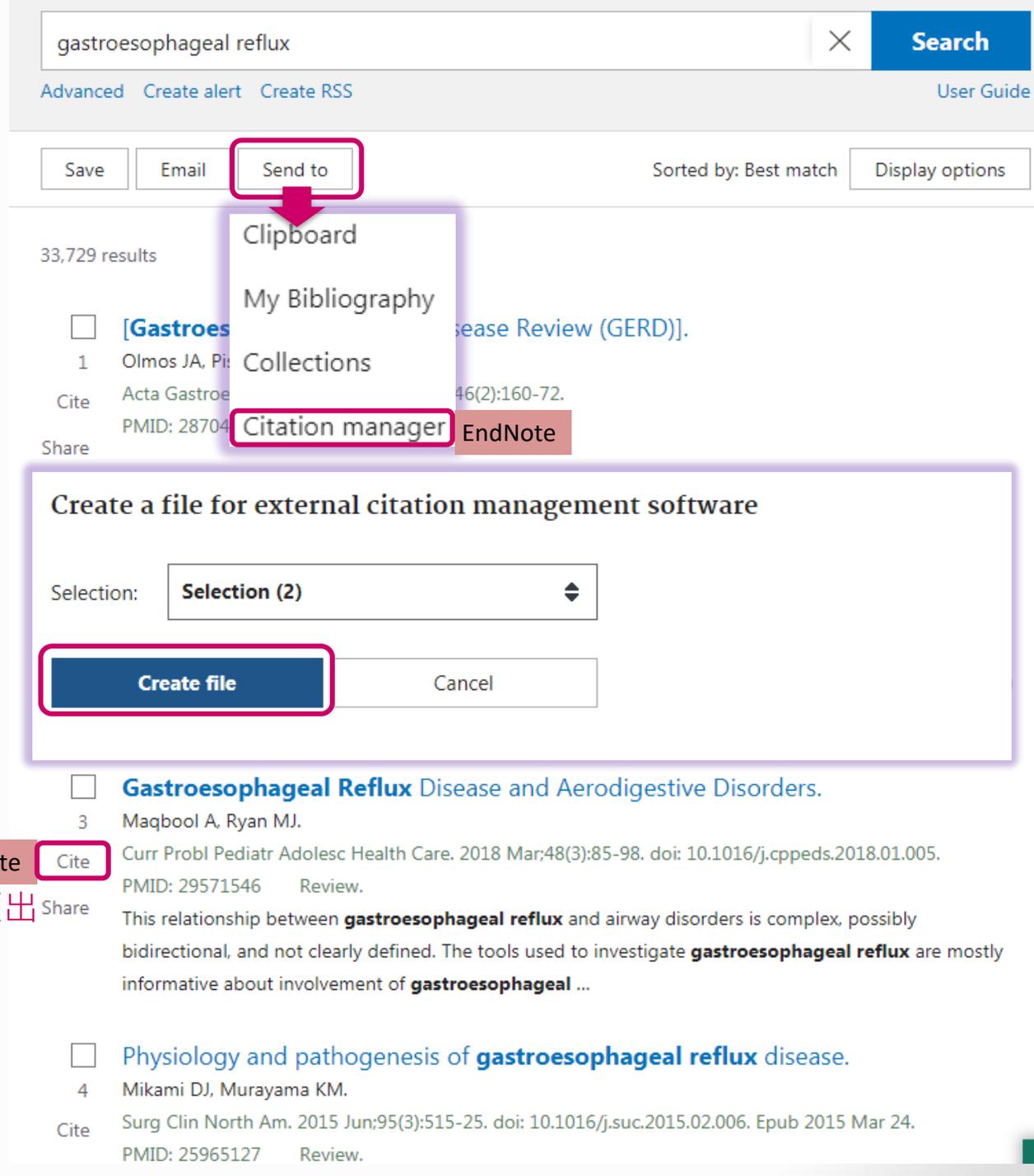
# 輸入書目資料(References)

## 1. 從資料庫整批直接輸出

- 於PubMed、EBSCO、Nature、NEJM、Google Scholar等資料庫或系統中檢索，並勾選所需書目，執行匯出動作即自動將書目匯入到開啟中的EN
- 若沒有自動執行步驟，可能是瀏覽器採下載方式儲存檔案，請找到下載的檔案，並點兩下執行開啟即可

# PubMed

- ① 勾選所需書目
- ② 點選 **Send to** 再選 **Citation manager**
- ③ 有以下的匯出選項  
**All results on this page**  
**All results**  
**Selection (2)**
- ④ 按 **Create File** 存檔
- ⑤ 再點選 Chrome 瀏覽器  
右上方  已下載的檔案
- ⑥ 即自動將書目匯入



gastroesophageal reflux × **Search** User Guide

Advanced [Create alert](#) [Create RSS](#)

Save Email **Send to** Sorted by: Best match [Display options](#)

33,729 results

**[Gastroesophageal Reflux Disease Review (GERD)].**

1 Olmos JA, P...  
Cite Acta Gastro... 46(2):160-72.  
PMID: 28704... **Citation manager** EndNote

Share

**Create a file for external citation management software**

Selection: **Selection (2)**

**Create file** Cancel

**Gastroesophageal Reflux Disease and Aerodigestive Disorders.**

3 Maqbool A, Ryan MJ.  
Curr Probl Pediatr Adolesc Health Care. 2018 Mar;48(3):85-98. doi: 10.1016/j.cppeds.2018.01.005.  
PMID: 29571546 Review.  
Share This relationship between **gastroesophageal reflux** and airway disorders is complex, possibly bidirectional, and not clearly defined. The tools used to investigate **gastroesophageal reflux** are mostly informative about involvement of **gastroesophageal** ...

**Physiology and pathogenesis of gastroesophageal reflux disease.**

4 Mikami DJ, Murayama KM.  
Cite Surg Clin North Am. 2015 Jun;95(3):515-25. doi: 10.1016/j.suc.2015.02.006. Epub 2015 Mar 24.  
PMID: 25965127 Review.

EndNote **Cite**  
單篇匯出

Review > J Pediatr Surg. 2017 Aug;52(8):1228-1238. doi: 10.1016/j.jpedsurg.2016.09.072.

Epub 2016 Oct 14.

## Surgical Management of Gastroesophageal Reflux Disease (GERD) in Children: A Systematic Review

Tim Jancelewicz<sup>1</sup>, Monica E Lopez<sup>2</sup>, Cynthia D Downard<sup>3</sup>, Saleem Islam<sup>4</sup>, Robert Baird<sup>5</sup>, Shawn J Rangel<sup>6</sup>, Regan F Williams<sup>7</sup>, Meghan A Arnold<sup>8</sup>, Dave Lal<sup>9</sup>, Elizabeth Renaud<sup>10</sup>, Julia Grabowski<sup>11</sup>, Roshni Dasgupta<sup>12</sup>, Mary Austin<sup>13</sup>, Julia Shelton<sup>14</sup>, Danielle Cameron<sup>6</sup>, Adam B Goldin<sup>15</sup>

Affiliations + expand

PMID: 27823773 DOI: 10.1016/j.jpedsurg.2016.09.072

### Abstract

**Objective:** The goal of this systematic review by the American Pediatric Surgical Association Outcomes and Evidence-Based Practice Committee was to derive recommendations from the medical literature regarding the surgical treatment of pediatric gastroesophageal reflux disease (GERD).

**Methods:** Five questions were addressed by searching the MEDLINE, Cochrane, Embase, Central, and National Guideline Clearinghouse databases using relevant search terms. Consensus recommendations were derived for each question based on the best available evidence.

**Results:** There was insufficient evidence to formulate recommendations for all questions. Fundoplication does not affect the rate of hospitalization for aspiration pneumonia, apnea, or reflux-related symptoms. Fundoplication is effective in reducing all parameters of esophageal acid exposure without altering esophageal motility. Laparoscopic fundoplication may be comparable to open fundoplication with regard to short-term clinical outcomes. Partial fundoplication and complete fundoplication are comparable in effectiveness for subjective control of GERD. Fundoplication may benefit GERD patients with asthma, but may not improve outcomes in patients with neurologic impairment or esophageal atresia. Overall GERD recurrence rates are likely below 20%.

**Conclusions:** High-quality evidence is lacking regarding the surgical management of GERD in the

FULL TEXT LINKS

ELSEVIER  
FULL-TEXT ARTICLE

find it MMH

ACTIONS

“ Cite

單篇匯出

☆ Favorites

SHARE



PAGE NAVIGATION

< Title & authors

Abstract

Similar articles

Cited by

Publication types

MeSH terms

LinkOut - more resources

# Cochrane Library

- ① 勾選所需書目
- ② 移至畫面頂端點選「Export selected citation(s)」
- ③ 點選「RIS (EndNote)」
- ④ 再按「Download」再點選 Chrome 瀏覽器右上方已下載的檔案
- ⑤ 即自動將書目匯入

Cochrane Reviews 12 | Cochrane Protocols 1 | Trials 752 | Editorials 2 | Special collections 0 | Clinical Answers 2 | Other Reviews

**12 Cochrane Reviews matching on "shared decision making" in Title Abstract Keyword'**

Cochrane Database of Systematic Reviews  
Issue 9 of 12, September 2018

Select all (12) **Export selected citation(s)**  Show all previews

Order by Relevancy Results per page 25

- 1  **Interventions for increasing the use of shared decision making by healthcare professionals**  
France Légaré, Rhéda Adekpedjou, Dawn Stacey, Stéphane Turcotte, Jennifer Kryworuchko, Ian D Graham, Anne Lyddiatt, Mary C Politi, Richard Thomson, Glyn Elwyn, Norbert Donner-Banzhoff  
**1** Show Preview Intervention Review 19 July 2018 New search
- 2  **Shared decision-making for people with asthma**  
Kayleigh M Kew, Poonam Malik, Krishnan Aniruddhan, Rebecca Normansell  
Show Preview Intervention Review 3 October 2017

Select the format you require from the list below

Plain text **RIS (EndNote)** | RIS (Reference Manager) | RIS (ProCite) | BibteX

Preview of format

Provider: John Wiley & Sons, Ltd  
Content: text/plain; charset="UTF-8"

TY - JOUR  
AN - CD006732  
AU - Légaré, F  
AU - Adekpedjou, R  
AU - Stacey, D  
AU - Turcotte, S  
AU - Kryworuchko, J

Include abstract

**4**

**Download**

# Embase

Results View **Export** Email | Add to Clipboard 1 — 25 >

Select number of items ▼ Selected: 1 (clear) Show all abstracts | Sort by:  Relevance  Author  Publication Year  Entry Date

**1** The effectiveness of rural community health workers in improving health outcomes during the COVID-19 pandemic: a systematic review  
Kaseje N., Ranganathan M., Magadi M., Oria K., Haines A.  
Global health action 2024 17:1 (2292385-)  
MEDLINE Abstract Index Terms View Full Text Find it @MMH Similar records >

Export record(s)

Format: **RIS format (Mendeley, EndNote)** Records selected: 1

Content:

**Citation Information**

- Title
- Source
- First page
- AiP/IP entry date
- Original title
- Volume
- Last page
- Full record entry date
- Author names
- Issue
- Publication type
- Digital Object Identifier (DOI)

**Bibliographical Information**

- Author addresses
- ISBN
- Embase identification number (PUI)
- Correspondence address
- Language of article
- ISSN
- Medline PMID

**Abstract, Index terms and keywords**

- Abstract
- Drug trade name
- Device manufacturer
- Original abstract
- Drug manufacturer
- Author keywords
- Device trade name

**Additional options**

- Full text link
- Embase link
- Open URL Link

Cancel > **Export >**

① 勾選所需書目

② 移至 Results 區域點選  
「Export」

③ 格式已預設為「RIS format」

④ 再按右下角的 **Export >** 再點選  
Chrome 瀏覽器右上方  已下載的檔案

⑤ 即自動將書目匯入

The screenshot shows a library search result for the article "COVID-19與腦中風" by 陳志昊 (Chih-Hao Chen). The article is from the journal "《台灣中風醫誌》 3卷2期 (2021 / 06) Pp. 73-82". The abstract text is partially visible, starting with "COVID-19與腦中風73新型冠状病毒(SARS-CoV-2)感染造成的新冠肺炎(COVID-19)自2020年初開始造成全球大流行...". There are two red boxes: one around the three-dot menu icon in the top navigation bar, and another around the citation icon (two quotation marks) in the article's action menu. A blue circle with the number "1" is next to the article title, and a blue circle with the number "2" is next to the top three-dot menu icon.

① 勾選所需書目

② 移到畫面最上方點  選 

③ 點選  存檔

④ 再點選 Chrome 瀏覽器右上方  已下載的檔案

⑤ 即自動將書目匯入

③

The screenshot shows a citation export menu titled "引用" (Citation). The menu is open, and the "匯出至Endnote" (Export to Endnote) option is highlighted with a red box. Other options include "匯出至Refworks", "下載為RIS", "下載為BibTeX", and "引用條目" (Citation list). Below the menu, there is a preview of the citation text in APA7 format, showing two entries: one by 呂宗學 (2022) and one by 陳志昊 (2021). At the bottom, there is a dropdown menu set to "APA7" and a "複製" (Copy) button.

# 臺灣期刊論文索引

- ① 勾選所需書目
- ② 移到畫面最上/下方點選 **匯出書目**
- ③ 依需要勾選欄位格式
- ④ 選擇輸出格式：**ENDNOTE**，再點選確定
- ⑤ 出現檔案下載視窗時，留意檔名 **export.txt**，儲存於桌面(匯入後可刪除)
- ⑥ 開啟自己的EN Library
- ⑦ 點選選單 **File > Import > File**
- ⑧ 逐一選取四項設定後，按 **Import** 即可匯入

在搜尋的結果範圍內查詢：

請輸入關鍵字  所有欄位

全部  排序   2

1 2 3 4 5 1 11

1  題名： COVID-19防治與長照2.0的新契機--從整合性觀點探討社區型遠距健康照護之使用意向

作者： 謝輝龍 蔡宗宏 Hsieh, Hui-lung; Tsai, Chung-hung;

書刊名： 管理資訊計算

卷期： 9:2 2020.09[民109.09]

頁次： 頁26-39

匯出查詢結果

排序：

欄位格式：

輸出格式：4

參考書目：

Import File

Import File:

Import Option:

Duplicates:

Text Translation:

在 Other Filters 找尋點選  
[國圖\\_臺灣期刊論文索引 \(MMHL\)](#)

重複書目是否匯入選擇：  
\* Import：全部匯入  
\* Discard Duplicates不匯入重複  
\* Import into Duplicates Library：  
重複置於複本圖書館

選擇Unicode(UTF-8)

# 博碩士論文系統

- ① 勾選所需書目
- ② 指定書目資料輸出格式:  
RIS format(EndNote)
- ③ 按鈕儲存
- ④ 再點選 Chrome 瀏覽器  
右上方  已下載的檔案
- ⑤ 即自動將書目匯入

**檢索結果** [點我看建議檢索詞](#)

檢索策略: "圖書館網站".ti(精準); 檢索結果共 26 筆資料

在搜尋的結果範圍內查詢:  不限欄位

條列式 排序: 相關度(遞減)

全選 書目

**1**

1. 大學圖書館網站好用性評估: 以臺灣大學圖書館網站為例  
臺灣大學/圖書資訊學研究所/94/碩士  
研究生:蔡維君  
指導教授:謝寶媛  
被引用:11 點閱:6 評分:☆☆☆☆☆ 下載:0

2. 大學圖書館網站資訊架構可用性之研究—以國立臺灣大學圖  
國立臺灣大學/圖書資訊學研究所/89/碩士  
研究生:藍素華  
指導教授:謝寶媛  
被引用:28 點閱:3 評分:☆☆☆☆☆ 下載:0

**輸出管理**

查詢結果分類

輸出記錄

- 勾選紀錄(3)筆
- 所有勾選紀錄(5)筆
- 此次策略記錄(26)筆

輸出欄位

- 簡易書目
- 完整書目
- 欄位選擇

書目資料輸出格式

- APA
- MLA Style
- Chicago Style
- CNS-13611 Style
- CSE Style
- Turabian Style
- RIS format(EndNote...) **2**

輸出字碼

- UTF-8
- BIG5
- GB2312

輸出

轉寄 預覽及輸出

TXT檔 儲存 **3**

# EBSCO(CINAHL)

① 點選所需書目

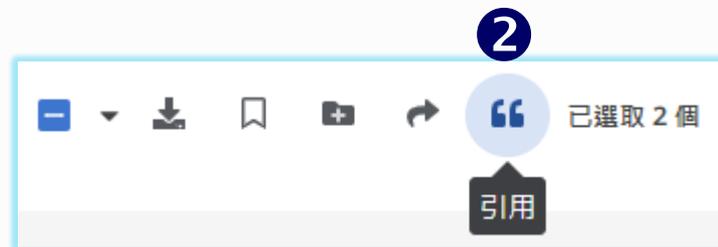
② 點選 “

③ 點選「匯出引文」

④ 點選「以RIS格式匯出」

⑤ 點選 Chrome 瀏覽器右上方  已下載

⑥ 即自動將書目匯入



# Google Scholar

- ① 點選所需書目下方的「99」
- ② 點選 **EndNote**，再點選Chrome 瀏覽器右上方  已下載的檔案
- ③ 即自動將書目匯入

若須點選多筆書目

- ④ 點選所需書目下方的「☆」
- ⑤ 再點選右上方的  我的圖書館
- ⑥ 到個人圖書館再點選所需書目後按上方的  點選 **EndNote** 下載檔案再重複 ② 步驟



Google 學術搜尋 fetal brain

文章 約有 2,650,000 項結果 (0.07 秒)

不限時間  
2018 以後  
2017 以後  
2014 以後  
自訂範圍...

提示：如只要搜尋中文(繁體)的結果，可使用學術搜尋設定指定搜尋語言。

**Neurons derived from reprogrammed fibroblasts functionally integrate into the fetal brain and improve symptoms of rats with Parkinson's disease**  
M Wernig, JP Zhao, J Pruszk... - Proceedings of the ..., 2008 - National Acad Sciences

The long-term goal of nuclear transfer or alternative reprogramming approaches is to create patient-specific donor cells for transplantation therapy, avoiding immunorejection, a major complication in current transplantation medicine. It was recently shown that the four ...

☆ **99** 被引用 1385 次 相關文章 全部共 21 個版本

按照關聯性排序  
按日期排序

1

引用

複製並貼上已經排好格式的引文，或利用其中一個連結將中繼資料匯入參考書目管理程式。

MLA Beasley, R. Palmer, et al. "Hepatocellular carcinoma and hepatitis B virus: a prospective study of 22 707 men in Taiwan." *The Lancet* 318.8256 (1981): 1129-1133.

APA Beasley, R. P., Lin, C. C., Hwang, L. Y., & Chien, C. S. (1981). Hepatocellular carcinoma and hepatitis B virus: a prospective study of 22 707 men in Taiwan. *The Lancet*, 318(8256), 1129-1133.

ISO 690 BEASLEY, R. Palmer, et al. Hepatocellular carcinoma and hepatitis B virus: a prospective study of 22 707 men in Taiwan. *The Lancet*, 1981, 318.8256: 1129-1133.

2

BibTeX **EndNote** RefMan RefWorks

# 輸入書目資料(References)

## 並列提名 / 國內發行文章英譯

- 並列英譯需手動修改

① **Alternate Journal** : 填入期刊英文譯名

⇒ 可查看華藝CEPS之詳目或查詢期刊網站、Google

② **Translated Author** : 改以英文姓名輸入(須改成正規英文姓名格式)

⇒ Shu, Shya Heh  (Shu, Shya-Heh)

③ **Translated Title** : 每個單字頭字母需小寫

⇒ Low back pain intensity and interference and related factors

**Alternate Journal**

The Journal of Nursing

**Translated Author**

Lu, Yen Chiao

Chen, Li Chin

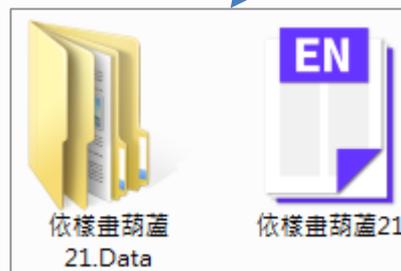
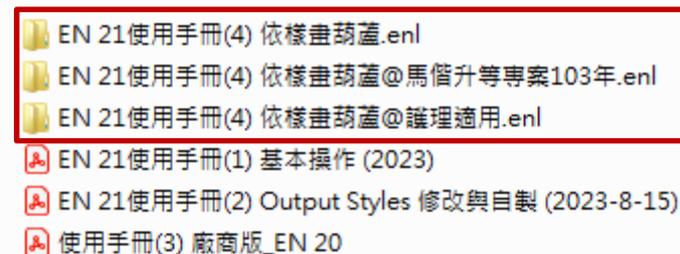
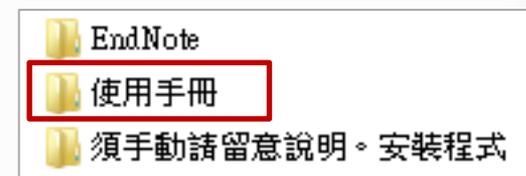
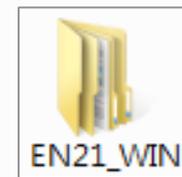
**Translated Title**

Smart medicine and healthcare

# 輸入書目資料(References)

## 2. 單筆手動輸入書目

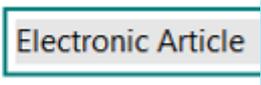
- 適用圖書、網頁、會議論文、會議論文、研究報告、統計數據...等書目。
- 請找下載的安裝檔案有本館自製「依樣畫葫蘆21.enl」或「依樣畫葫蘆21@護理適用.enl」



Author	Year	Title	Rating	Journal	Last Upd...	Reference Type
Wikipedia	2012	Horticultural therapy	. . . . .		2021/4/12	Web Page
Arntein, Paul ...	2005	Persistent pain in older adults			2020/11/4	Web Page
American Ps...	2010	Practice guideline for the treatm...			2020/3/4	Web Page
C H Fanta; S ...	2011	Diagnosis of asthma in adolesce...			2020/3/4	Online Database
Zhu, W.; Jia, L...	2016	Epigallocatechin-3-gallate ameli...		Oncotarget	2020/3/4	Journal Article
Wong, D. L.; ...	1988	Pain in children: comparison of a...		Pediatr Nurs	2020/3/4	Journal Article

- ① 打開「依樣畫葫蘆」.enl檔
- ② 先挑選符合的Reference Type(參考資料類型)
- ③ 按滑鼠右鍵點選Copy複製此筆書目範本
- ④ 切換回到自己的EN Library，按滑鼠右鍵點選Paste貼上此筆書目
- ⑤ 點擊複製的此筆範本書目，在右方新視窗點選Edit，將此筆資料的各欄位值修改為自己要引用書目之內容
- ⑥ 按 **Save** 關掉視窗即存好此新建書目
- ⑦ 不同作者的姓名需換行，若作者為英文機構單位名，Author的欄位內容尾需多輸入，例：  
World Health Organization,

# UpToDate (以APA 7th為例)

- ① 先點選       新建一個Reference  
將開啟此Reference內容編輯視窗
- ② 選擇  Reference Type  Electronic Article
- ③ 需填寫 **Author** (不同作者的姓名需換行，去除稱謂MD、PhD等)
- ④ 依下頁範例填寫 **Year**、**Title** 的欄位內容
- ⑤ **Periodical Title** 欄位填寫 **UpToDate**
- ⑥ **Date Accessed** 欄位填寫檢索日期，**月份需填全稱勿縮寫**  
(例：**August 31, 2022**)，若列出檢索日期是必要的才需填寫此欄位
- ⑦ 最後貼上網址至 **URL**欄位
- ⑧ 按  Save 關掉視窗即存好此新建書目

# UpToDate (以APA 7th為例)

uptodate.com/contents/benefits-and-risks-of-caffeine-and-caffeinated-beverages

UpToDate<sup>®</sup> Search UpToDate Mackay Memorial Hospital

Contents Calculators Drug Interactions UpToDate Pathways Register Log In

Back Find Print Share AA

## Benefits and risks of caffeine and caffeinated beverages

**Authors:** Bryan Bordeaux, DO, MPH, Harris R Lieberman, PhD  
**Section Editor:** David Seres, MD  
**Deputy Editor:** Lisa Kunins, MD

Contributor Disclosures

All topics are updated as new evidence becomes available and our peer review process is complete.

Literature review current through: **Jul 2022**. | This topic last updated: **Jun 22 2022**.

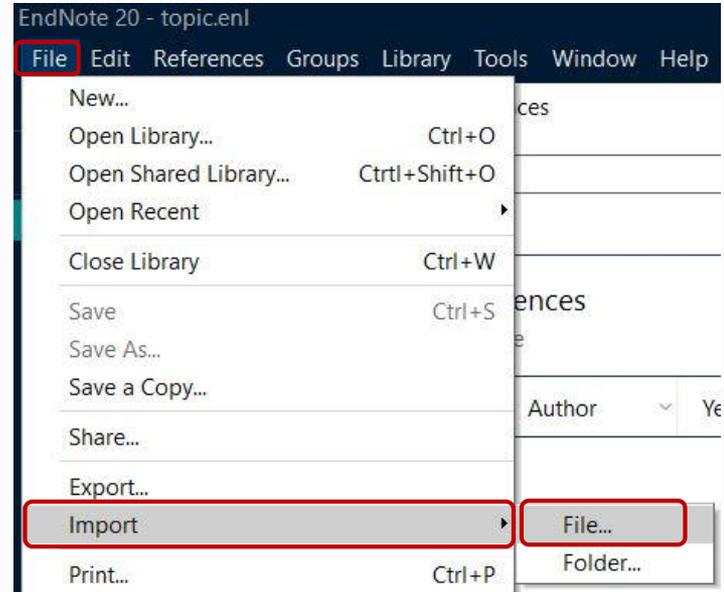
Bordeaux, B., & Lieberman, H. R. (2022). Benefits and risks of caffeine and caffeinated beverages. *UpToDate*. Retrieved August 31, 2022, from <https://www.uptodate.com/contents/benefits-and-risks-of-caffeine-and-caffeinated-beverages>

# 輸入書目資料(References)

## 3. 匯入PDF全文即自動建立書目

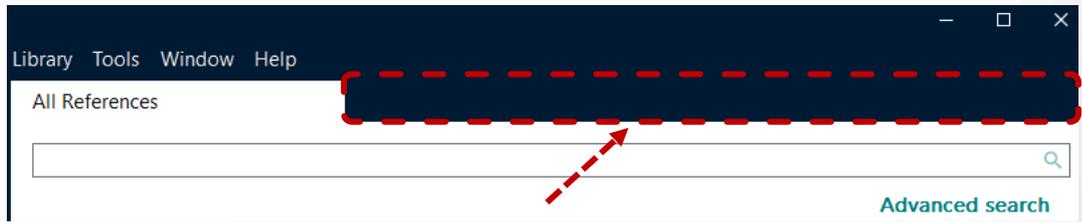
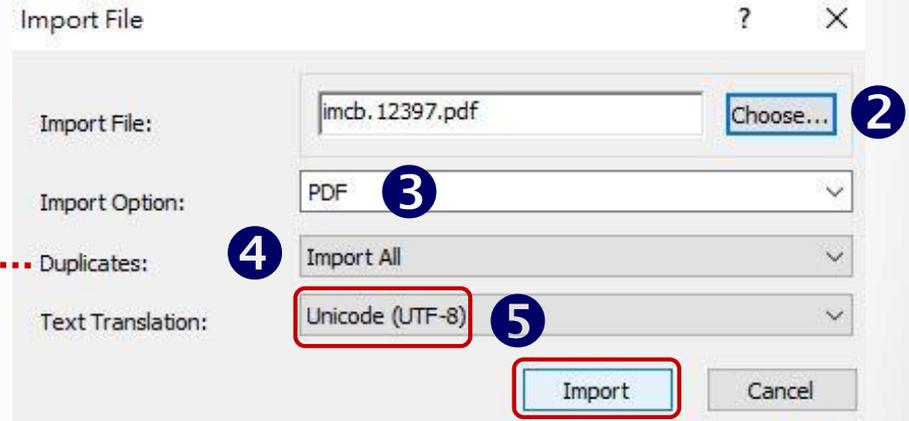
- 適用於手邊已有西文期刊文章之PDF全文檔，EndNote會自動搜尋文件內的數位物件識別碼 (DOI, Digital Object Identifier)
- 單一PDF檔
- PDF資料夾(多篇PDF)

# 單一PDF檔



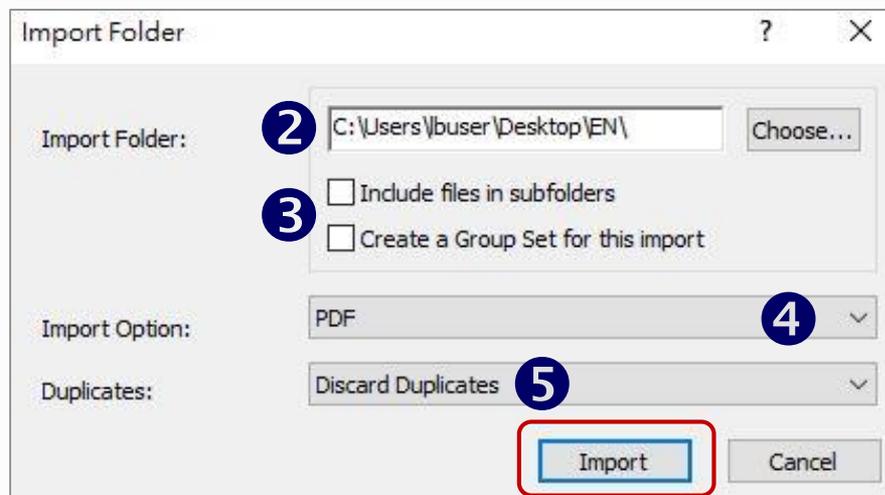
- ① 點選 **File > Import > File**
- ② 選擇單個 PDF 檔案存放位置
- ③ 指定 Import Option: **PDF**
- ④ 指定重複書目是否匯入
- ⑤ 選擇 **Unicode (UTF-8)** 按 **Import** 匯入
- ⑥ 即自動補上書目資訊與匯入PDF檔
- ⑦ 請注意若**Title**出現 **<>** 為匯入失敗，需刪除改用先匯入書目，再附加PDF

重複書目是否匯入選擇:  
\* Import : 全部匯入  
\* **Discard Duplicates**不匯入重複(建議)  
\* Import into Duplicates Library:  
重複置於複本



小密技：也可將PDF拖曳到此黑色區域，將PDF檔與書目帶入 (請不要拖曳到下方書目區域，會變成附加檔案給某筆書目)

# PDF資料夾



重複書目是否匯入選擇:  
\* Import : 全部匯入  
\* Discard Duplicates不匯入重複  
\* Import into Duplicates Library:  
重複置於複本圖書館

	Author	Year	Title	Rating	Journal	Reference Type
⑥			<afp20100601p1339.pdf>			Journal Article
	Chung, J. Y.; T...	2021	COVID-19 vaccines: The status an...		Adv Drug D...	Journal Article

缺DOI資訊，書目匯入失敗。  
需刪除改用先匯入書目，再附加PDF

自動補上書目資訊與匯入PDF檔

- ① 點選 **File > Import > Folder**，出現對話方塊
- ② 選擇既有存放PDF資料夾的位置
- ③ 勾選  Include files in subfolders 表示若有子資料夾也一併匯入  
勾選  Create a Group Set for this import 表示欲將此資料夾建置為一個群組
- ④ 指定 Import Option: **PDF**
- ⑤ 指定重複書目是否匯入，再按 **Import** 匯入
- ⑥ 請注意若 Title 出現 <> 為匯入失敗



3

**Part 3.**  
管理個人圖書館



4



5

# 管理項目

群組  
分類

群組 (Groups)  
大群組 (Group Set)

附加  
檔案

附加電子檔案  
(PDF全文、Word、  
Excel、PPT)

PDF  
工具列

閱讀、畫重點與  
作筆記

重複  
文獻

尋找重複文獻

尋找  
書目

尋找已匯入書目

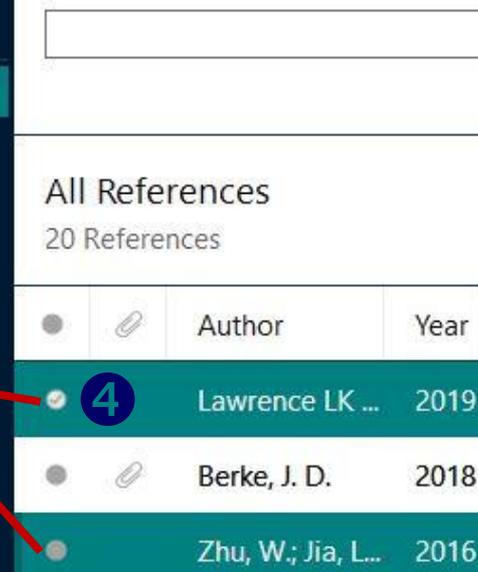
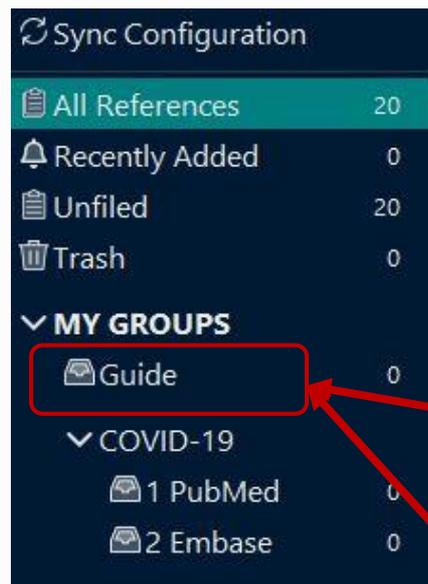
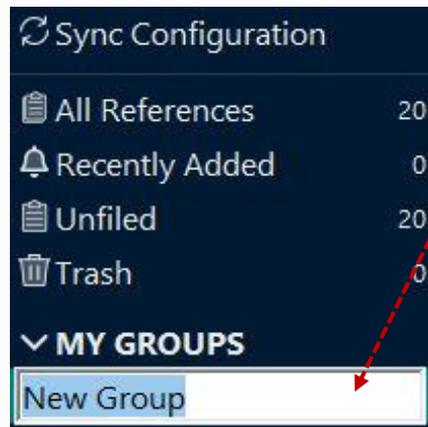
更新  
書目

自動更新書目之  
欄位內容

# 群組分類

## 1. 自訂群組 (Groups)

- ① 在左側 **MY GROUPS** 按滑鼠右鍵，並點選 **Create Group**
- ② 為 New Group 命名，例「Guide」(若要照自己的排序，可於命名時加上序號)
- ③ 即顯示所自建的群組分類
- ④ 先選好要歸類的書目並 **拖曳** 到 Groups 窗格的指定群組，即可歸類(同一筆書目可以歸屬不同群組)
- ⑤ 若刪除 Group 或其內書目，並非將書目刪除，書目仍儲存於 **All References**



A screenshot of the 'All References' table. The table has columns for Author and Year. The entry 'Lawrence LK ...' from 2019 is selected and highlighted in green, with a circled '4' next to it. A red arrow points from the 'Guide' group in the previous image to this entry.

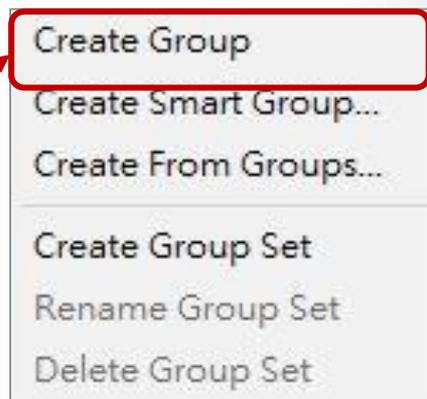
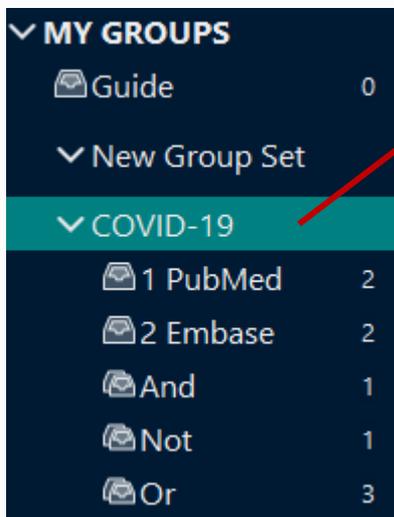
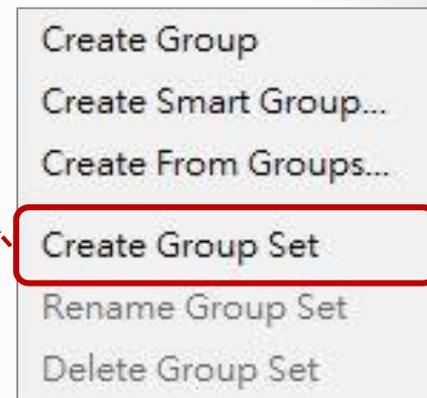
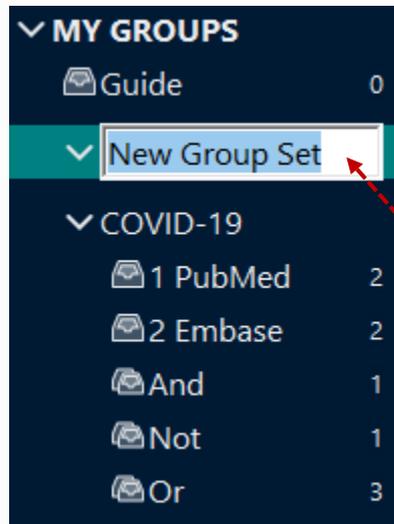
Author	Year
Lawrence LK ...	2019
Berke, J. D.	2018
Zhu, W.; Jia, L...	2016

(選取多筆按Ctrl或Shift)

# 群組分類

## 2. 大群組 (Group Set)

- ① 在左側 **MY GROUPS** 按滑鼠右鍵，並點選 **Create Group Set**，並為此大群組命名
- ② 在大群組內可點選按右鍵建立需要的 **Group**
- ③ 有關 Smart Group 智慧群組、From Groups 複合群組設定於最後的補充資訊說明



# 附加檔案

## 1. 自動下載電子全文 (PDF)

- 提升自動下載全文能力的設定  
步驟：

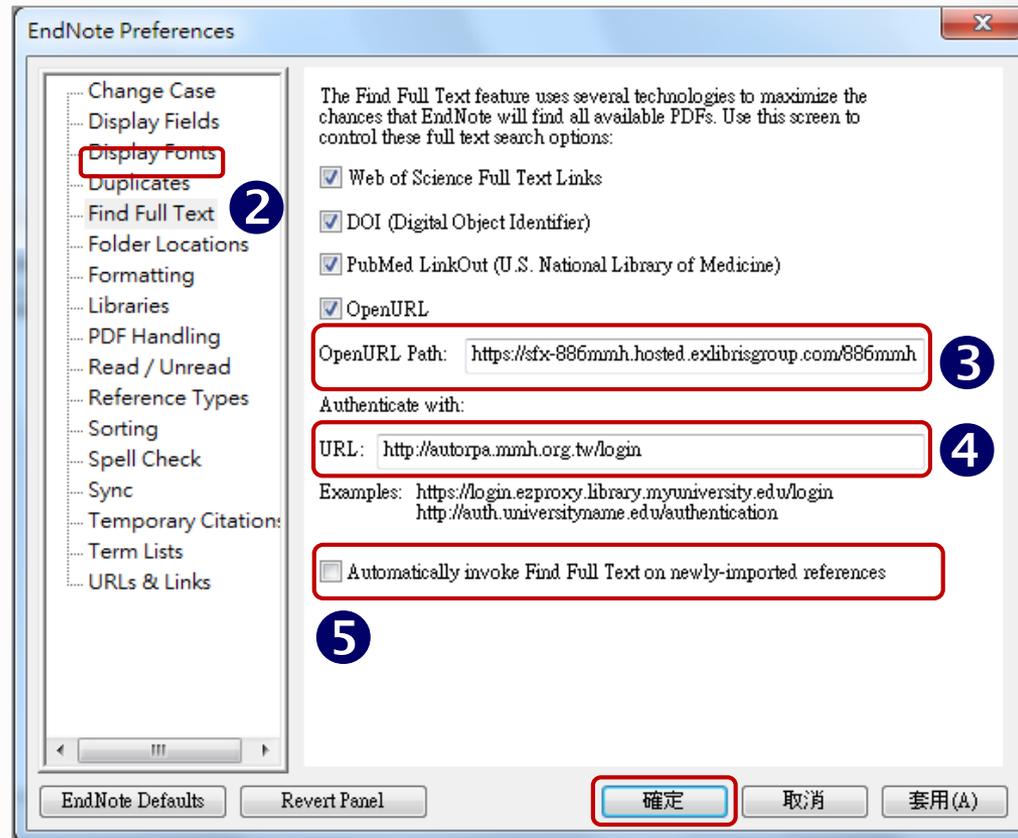
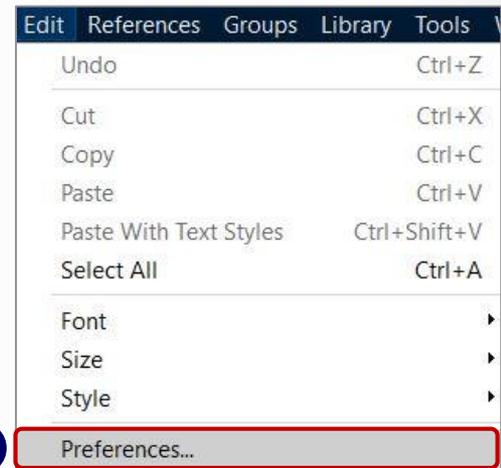
- 點選上方選單 **Edit > Preferences**
- 點選左側的 **Find Full Text**
- 勾選OpenURL，並填入OpenURL Path：  
<https://sfx-886mmh.hosted.exlibrisgroup.com/886mmh>

- 於Authenticate with URL填入：  
<http://autorpa.mmh.org.tw/login>  
院內使用不須設定此連結，若設定將無法使用此功能

- 若要設定自動下載新書目的全文，勾選  **Automatically invoke Find Full Text on newly-imported references**，按確定

### 運作成功的必要因素：

- 書目資訊含有EN可查找的線索，例如：DOI、PMID等
- 出版社支援下載機制（中文期刊不支援）
- 本館已訂購或免費之電子全文
- 下載單一檔案時間在容許內（網速問題）



2

1 PubMed  
2 References

●	📎	Author	Year	Title	Rating	Journal	Reference
●		C H Fanta; S ...	2011	Diagnosis of asthma in adolesce...	. . . . .		Online Da
●		Chu, W.; Hsu, ...	2011	Developing practical knowledge...	. . . . .	The Journal ...	Journal Ar

1

馬偕紀念醫院  
Mackay Memorial Hospital

馬偕紀念醫院圖書館 院外使用電子資源認證系統

請輸入您的電子公文帳號 (ID) : B070  
請輸入您的電子公文密碼 (Password) : .....

確認 Login

3

① 在簡目窗格選取任一筆(以上)的書目 (若已有 📎 附全文者，請勿重複抓取)

② 點選工具列上的 (或按滑鼠右鍵 點選Find Full Text)

③ 顯示認證系統，輸入OA帳密後按 「確認Login」

④ 接著看到此步驟④畫面按 「Continue」

Find Full Text Login

What is authentication? ?

Database Menu

- Worldcat.org
- WhatIsMyIP
- Oxford Medicine Online (updated 20190410)
- Oxford Clinical Psychology (updated 20190410)
- Embase
- UpToDate

Continue Cancel

4

⑤ 提醒您務必遵守著作權合理使用，嚴禁大量、連續、系統性下載全文，以免被停權並需自行負擔法律責任

⑥ 左側窗格的 FIND FULL TEXT 顯示查找結果

- MY GROUPS
  - My Groups
- FIND FULL TEXT
  - Searching... 1
  - Found PDF 4
  - Not found 2
- GROUPS SHARED BY ...

6

Find Full Text 組暫時性顯示

- Searching: 正在搜尋全文
- Found PDF: 已下載PDF全文成功(📎符號)
- Found URL: 無法下載PDF，提供URL
- Not found: 找不到全文

# 附加檔案

## 2. 手動附加

	Author	Year	Title	Rating	Journal
●	Chu, W.; Hsu,...	2011	Developing practical knowledge...		The Journal ..
●	C H Fanta; S ...	2011	Diagnosis of asthma in adolesce...		
●	Gale, M.; Say...	2016	Screen-identified selective inhibi...		Oncotarget

- ① 先點擊要附加檔案的書目
- ② 在右方新視窗點選 **Summary**
- ③ 再按 **+ Attach file** 選取要附加的檔案即完成

可附加任何類型檔案(如PDF、Word、圖片等)，每筆reference最多可有45個檔案。

Chu, 2011 #14 **Summary** Edit X

**+ Attach file**

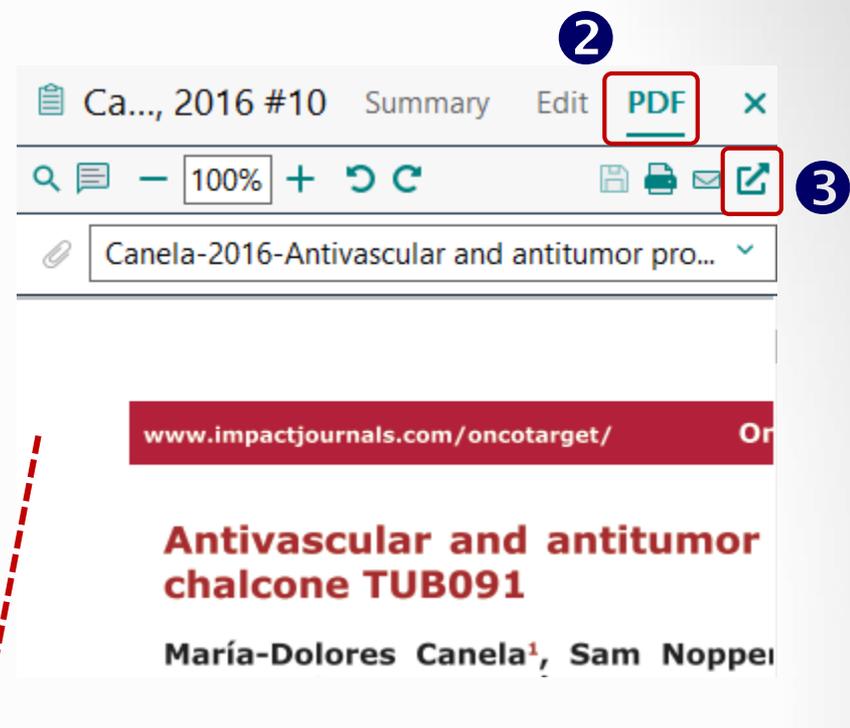
**Developing practical knowledge content of emergency nursing professionals**

W. Chu and L. L. Hsu

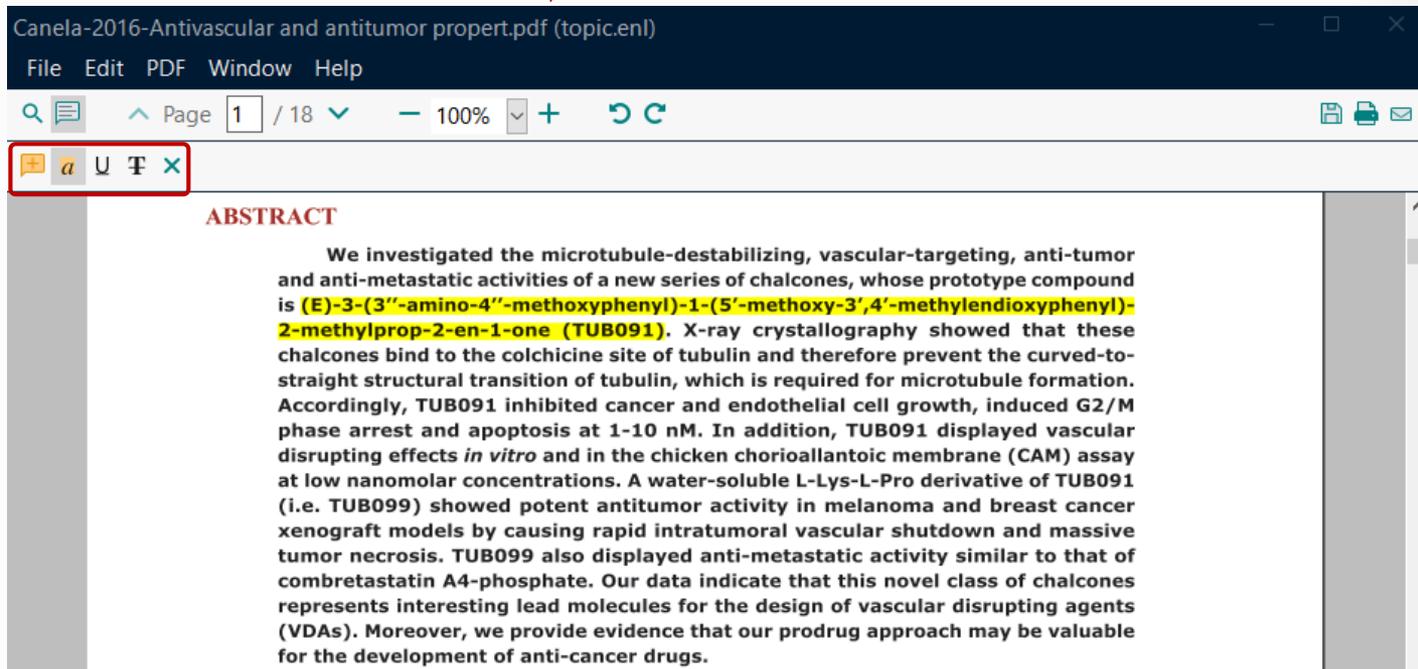
The Journal of Nursing Research 2011 Vol. 19 Issue 2  
Pages 112-8

# PDF工具列

- ① 點擊已附PDF的書目
- ② 在右方新視窗點選 PDF 可預覽
- ③ 再按  點選可放大檢視PDF檔案
- ④ 利用工具列  可作筆記畫重點

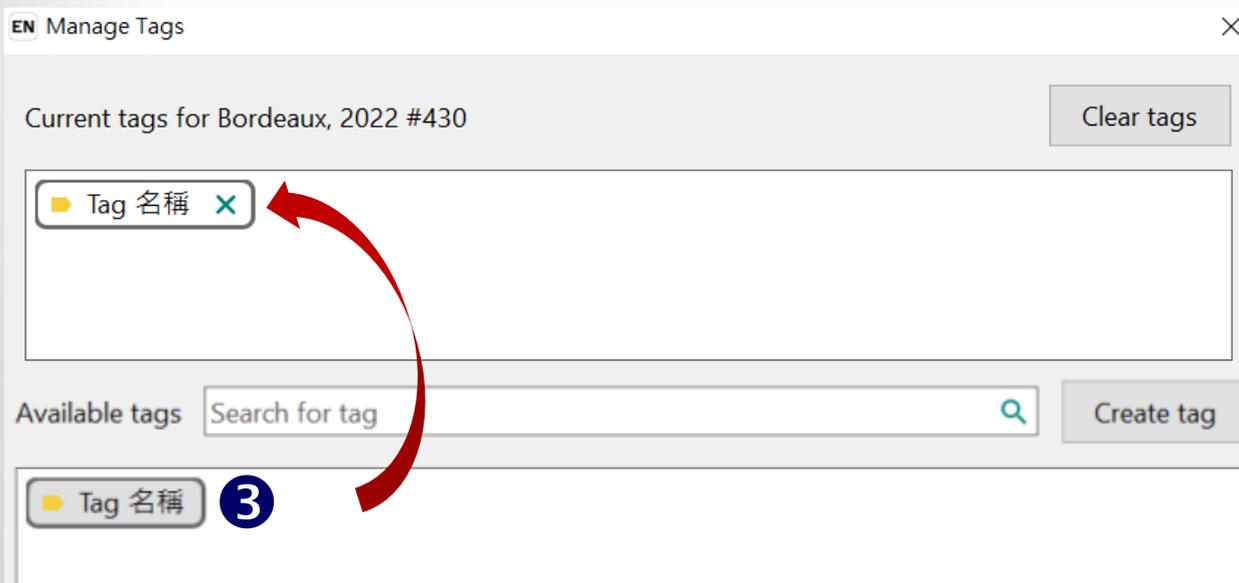
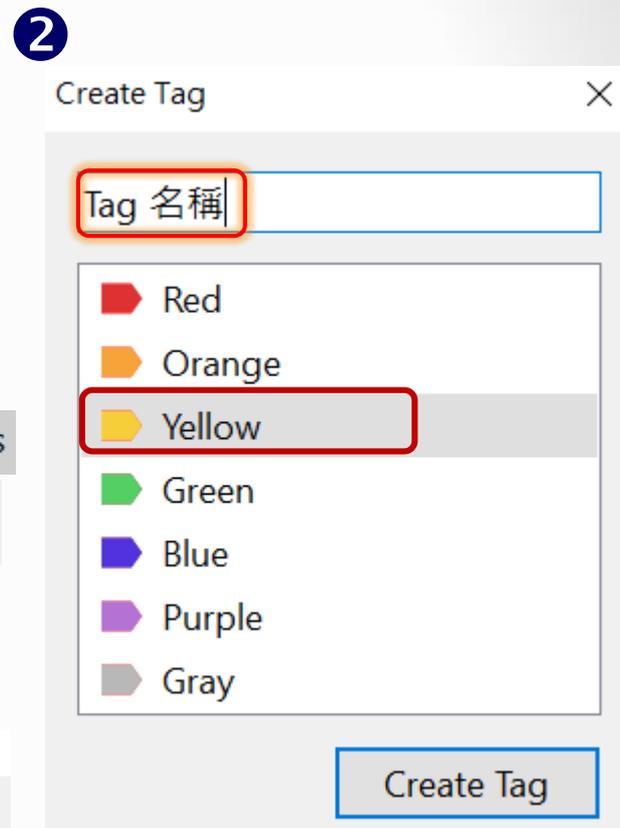


4



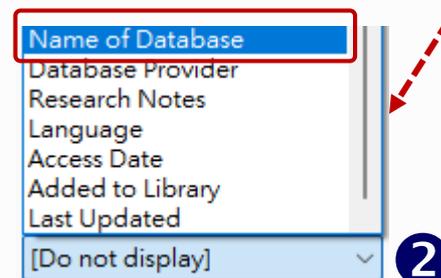
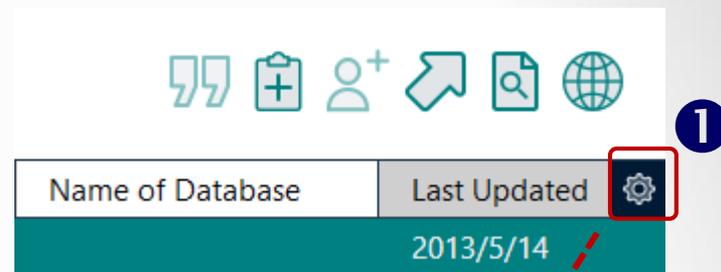
# TAG 標籤

- ① 在左側選單 **MY TAGS** 按 **+**
- ② 可點選 Tag 的顯示顏色與 **命名 Tag**
- ③ 先點選要給予 Tag 的書目 → 按右鍵後點選 **Manage Tags**  
在下方區域點選 Tag 跑到上方區域後 → 按 **OK**
- ④ 可在左側選單點選不同的 Tag 顯示各個 Tag 所屬書目

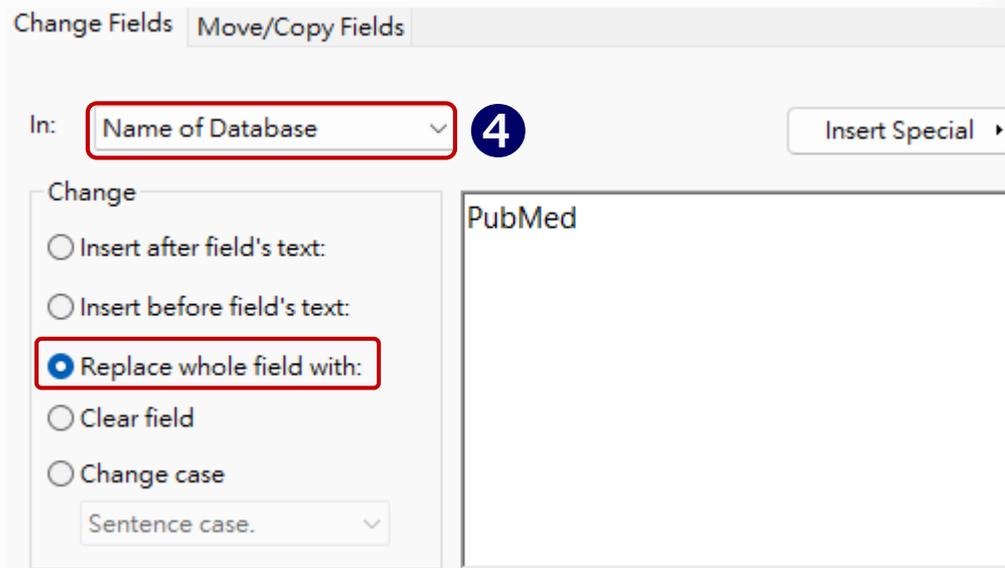


# 註記 Database 名稱

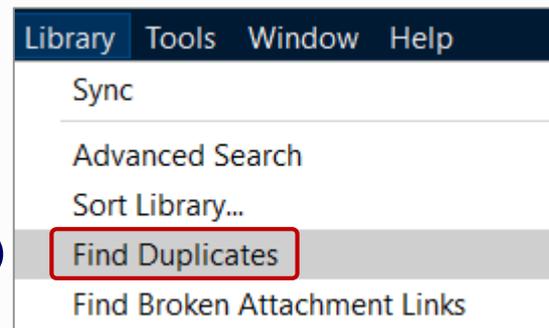
- ① 點擊欄位列最右側跳出的 
- ② 選擇其中一個[Do not display]  
改選 **Name of Database**
- ③ 先點選要註記的書目後  
再點選上方工具列選單 **Library** > **Change/Move/Copy Fields...**
- ④ 在 In 選擇 **Name of Database**  
→ Change 選擇 **Replace whole field with:**  
→ 在右方大空格填入註記書目要  
註記的 Database 名稱



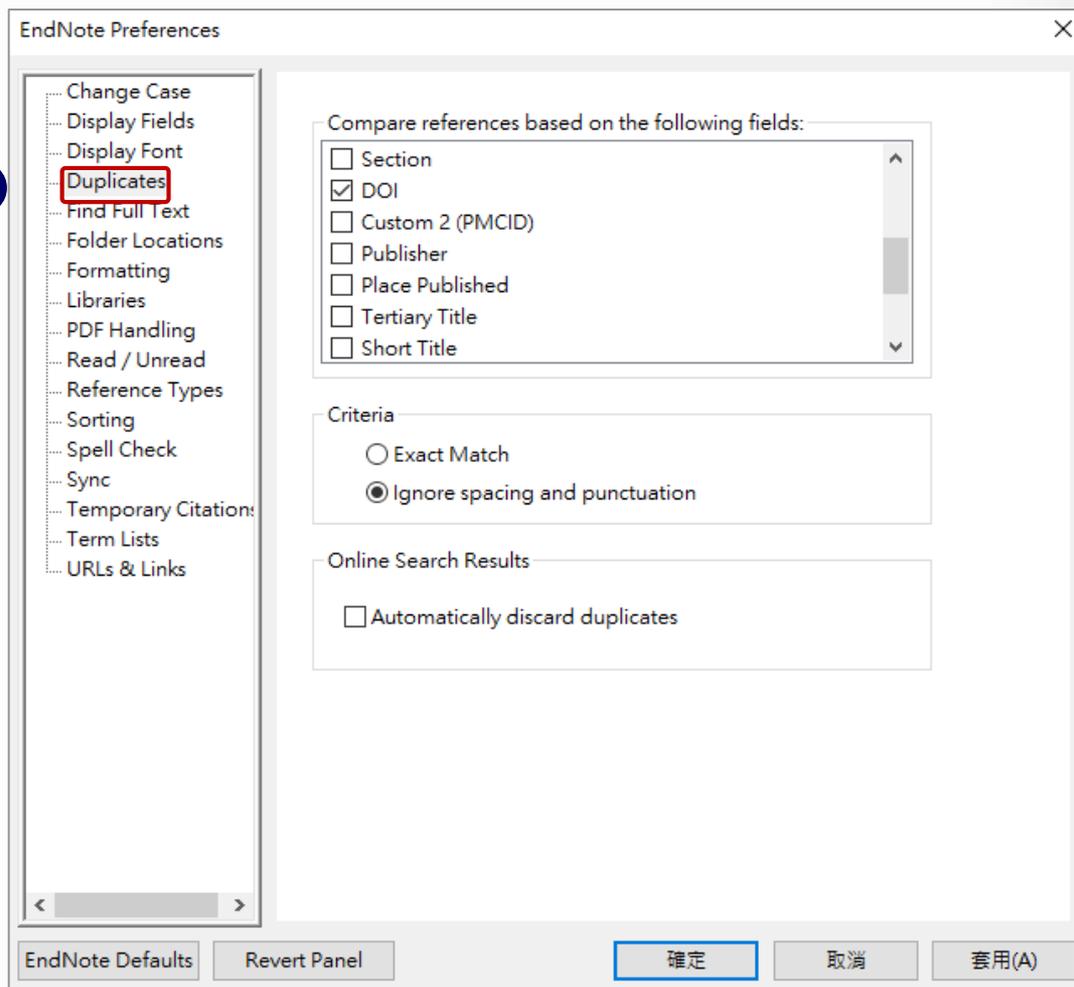
Change/Move/Copy Fields...



# 搜尋重複文獻



2



- 可協助尋找重複文獻

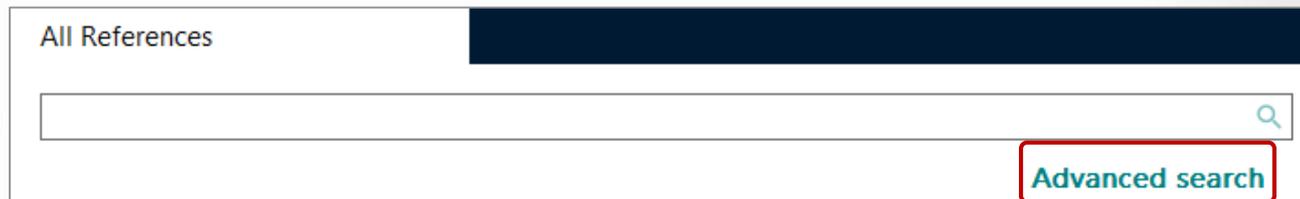
- 步驟：

① 上方選單 **Library > Find Duplicates**

② 若要設定更嚴謹的去重重複文獻的條件，可以到 **Edit > Preferences > Duplicates**，增加勾選 **DOI** 後再按確定

# 尋找書目

1

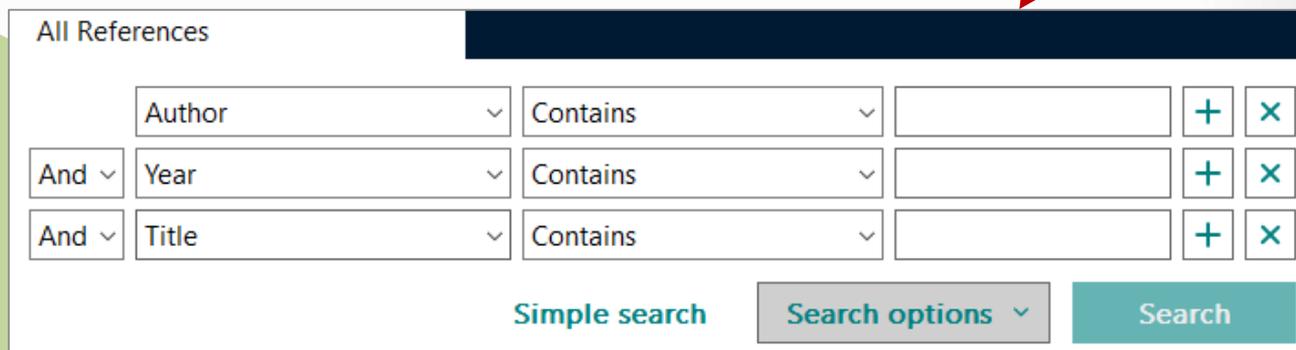


All References

Advanced search

This screenshot shows the top part of the search interface. It features a search bar with a magnifying glass icon on the right. Below the search bar, there is a link labeled 'Advanced search' which is highlighted with a red box. A red dashed arrow points from this link down to the second screenshot.

2



All References

	Author	Contains		+	×
And	Year	Contains		+	×
And	Title	Contains		+	×

Simple search Search options Search

This screenshot shows the advanced search options. It features a table with three rows, each representing a search criterion. The first row has 'Author' in the field dropdown, 'Contains' in the operator dropdown, and an empty text input. The second row has 'Year' in the field dropdown, 'Contains' in the operator dropdown, and an empty text input. The third row has 'Title' in the field dropdown, 'Contains' in the operator dropdown, and an empty text input. Each row has a '+' button to add more criteria and an 'X' button to remove the current one. Below the table, there are three buttons: 'Simple search', 'Search options' (with a dropdown arrow), and 'Search'.

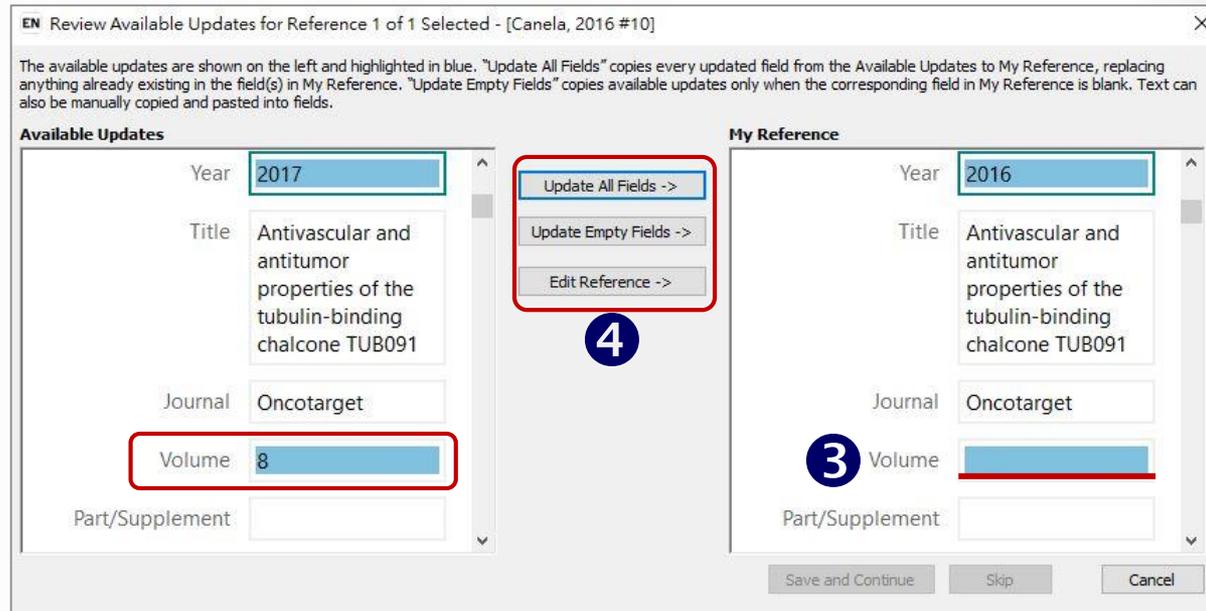
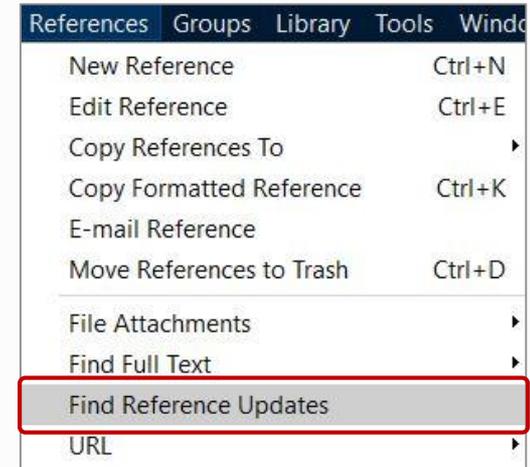
① **Simple search:**  
直接上方空白欄輸入想要尋找的書目資訊

② **Advanced search:**  
可進行特定欄位之搜尋，包含指定 Any Fields、Author、Year、Title、PDF(內文)、PDF with Notes(內文與筆記)等

# 更新書目

運用時機：可針對早前未有正式卷期文獻或匯入已久的書目，可更新以確認是否已正式出版

- ① 先點選要確認更新的書目，點選 **Reference > Find Reference Updates**
- ② 呈現比對 **Available Updates** 和 **My Reference** 之差異欄位為藍底
- ③ 可在 **My Reference** 逐欄手動更新特定欄位
- ④ 或選擇 **Update All Fields** (更新所有欄位) 或 **Update Empty Fields** (更新空白欄位)





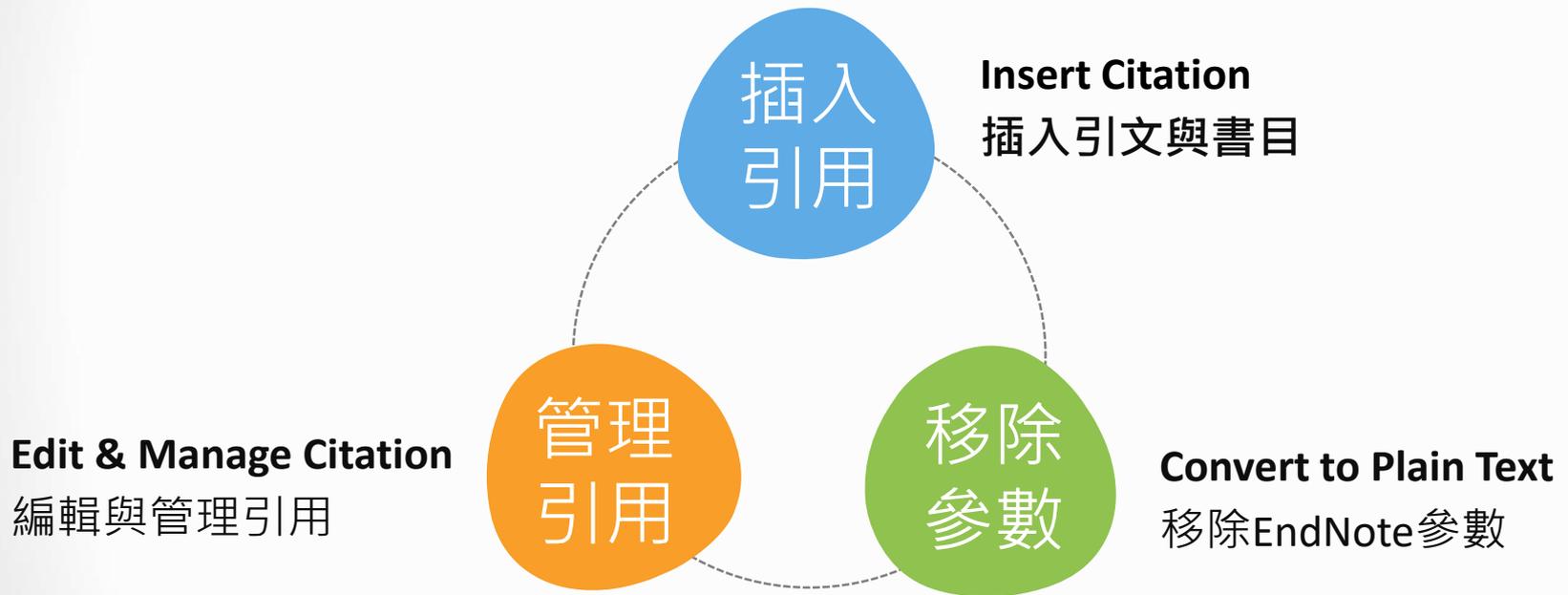
4

**Part 4.**  
**輔助論文撰寫**



5

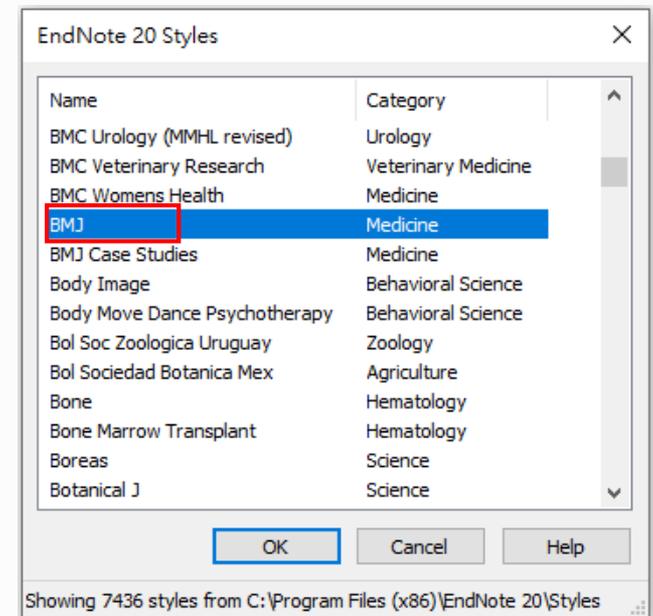
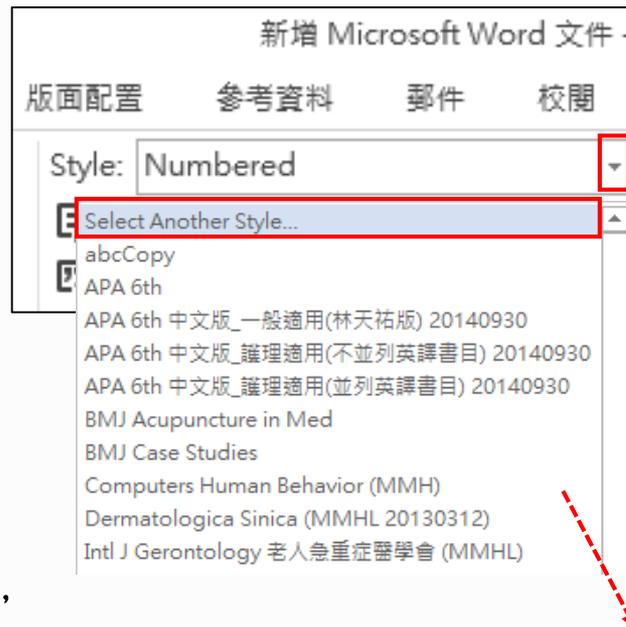
# 論文撰寫



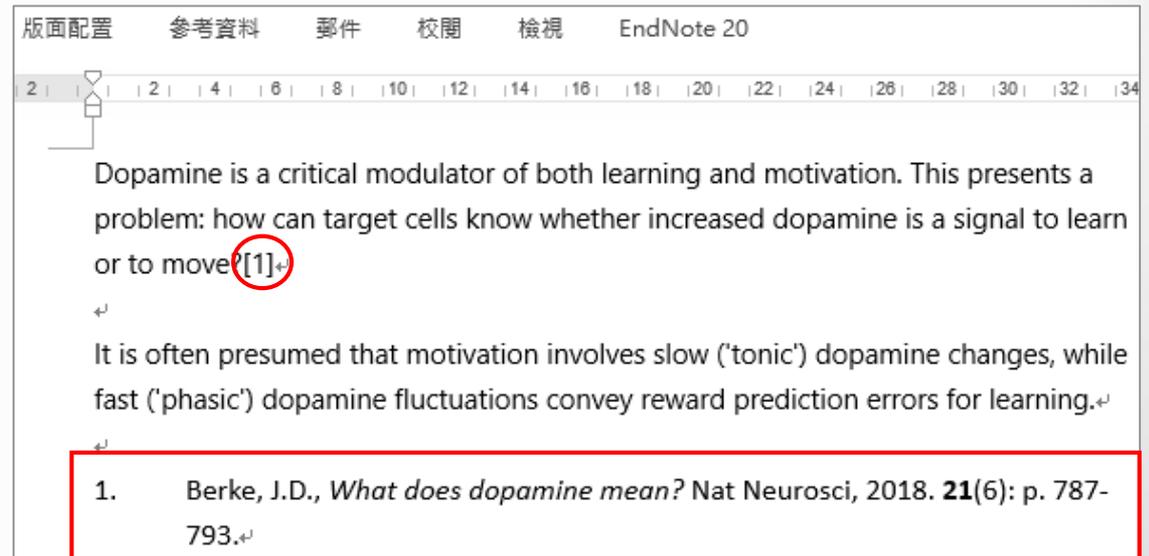
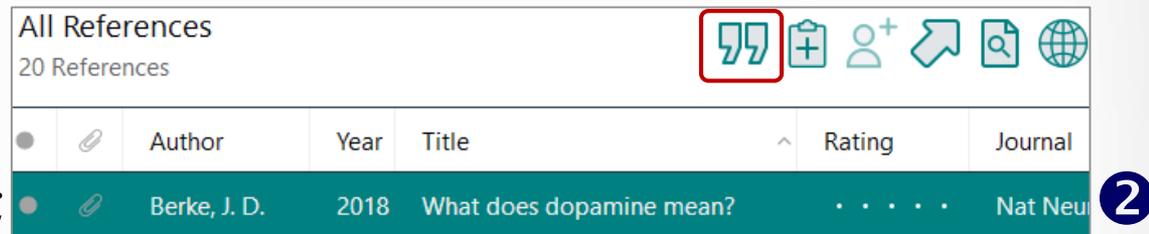
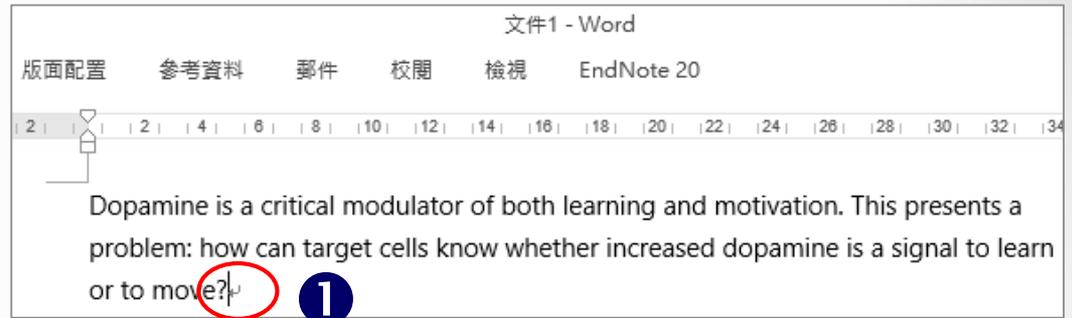
# 插入引用

## 先選好套用的書目格式

- 在 Word 的 EndNote 工具列 > Style > Select Another Style ，從選單中挑選適合的書目格式
- Style 通常為期刊名稱的縮寫，可以輸入英文字首快速尋找
- 若未尋找適合的 style ，建議至 [EndNote style 官網](#) 搜尋

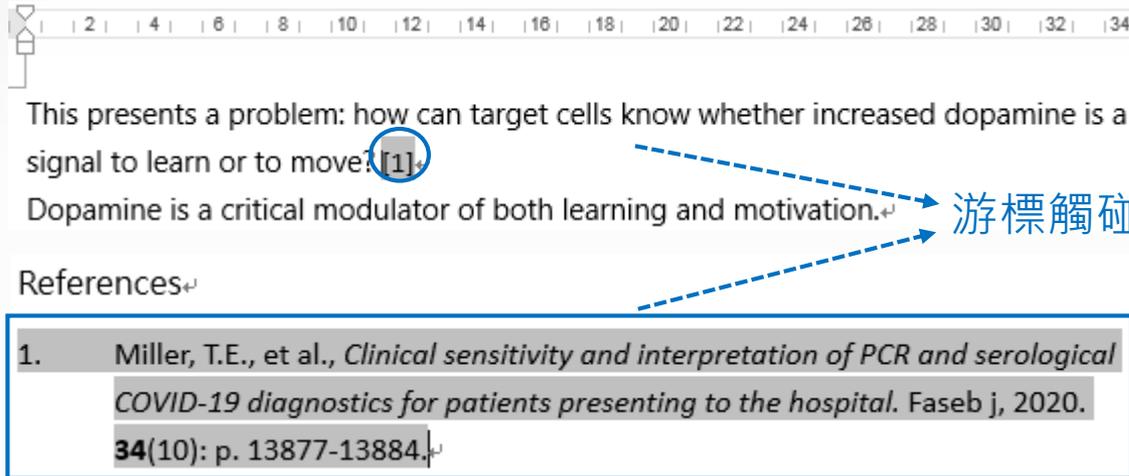


# 插入引用



- ① 先將滑鼠游標置於 Word 要插入的引文位置
  - ② 回到EN點選需要引用的書目；同時引用多筆，請按著 **Ctrl** 做選取
  - ③ 選好後按下  即完成
- 詳細的參考文獻總表會自動置底，新編寫的内文要寫在總表上方

# 特別提醒



游標觸碰後有灰底為有參數檔案

- 不要任意修改有EndNote參數的文內引用和文後參考書目總表  
→ 改完它會自動歸回原狀或有問題，徒勞無功!!
- 盡量都利用EN功能設定，不得已時請在完稿移除參數後，再手動修改

# 管理引用

- 刪除/新增/修改/更新書目
  - ① 點選Edit & Manage Citation
  - ② 進行刪除/新增/修改/更新引用內的書目
- 
- 若內文陳述提及某作者說，則可設定引用時將作者姓顯示於內文中：  
預設為 (Fang, 2011) 或 ..[2]  
套用後 Fang (2011) 或 ..Fang[2]

1

The screenshot shows the EndNote software interface. At the top, the 'Citations' menu is open, with 'Edit & Manage Citation(s)' highlighted by a red box and a circled '1'. Below this, a table titled '引用次數' (Citation Count) lists three citations: 'Fang, 2011 #10@@author-year' (Count: 1, Library: Traveling Library), 'Abiaka, 2001 #3349' (Count: 1, Library: EndNote Library), and 'Adhikari, 2005 #3238' (Count: 1, Library: EndNote Library). The counts '1' are circled in red. A circled '2' points to the 'Edit Reference' dropdown menu for the second citation, which is open, showing options: 'Edit Library Reference', 'Find Reference Updates...', 'Remove Citation', 'Insert Citation', and 'Update from My Library...'. The 'Remove Citation' and 'Insert Citation' options are highlighted with a red box. Red arrows point from these options to the text '刪除引用內的書目' (Delete citation from within) and '補插入書目到引用內' (Reinsert citation into citation). Below the table, the 'Edit Citation' dialog box is open, with the 'Reference' tab selected. The 'Formatting' dropdown is set to 'Display as: Author (Year)', and the 'Default' option is highlighted with a red box. A red dashed arrow points from the text '預設為 (Fang, 2011) 或 ..[2]' to the 'Default' option. The 'Tools' dropdown is set to 'Tools', and the 'OK', 'Cancel', and 'Help' buttons are visible at the bottom. The status bar at the bottom indicates 'Totals: 2 Citation Groups, 3 Citations, 3 References'.

Citation	Count	Library	
Fang, 2011 #10@@author-year	1	Traveling Library	Edit Reference
Abiaka, 2001 #3349	1	EndNote Library	Edit Reference
Adhikari, 2005 #3238	1	EndNote Library	

2

刪除引用內的書目  
補插入書目到引用內

Remove Citation  
Insert Citation  
Update from My Library...

Display as: Author (Year)  
Default  
Exclude author  
Exclude year  
Show Only in Bibliography

Tools

OK Cancel Help

Totals: 2 Citation Groups, 3 Citations, 3 References

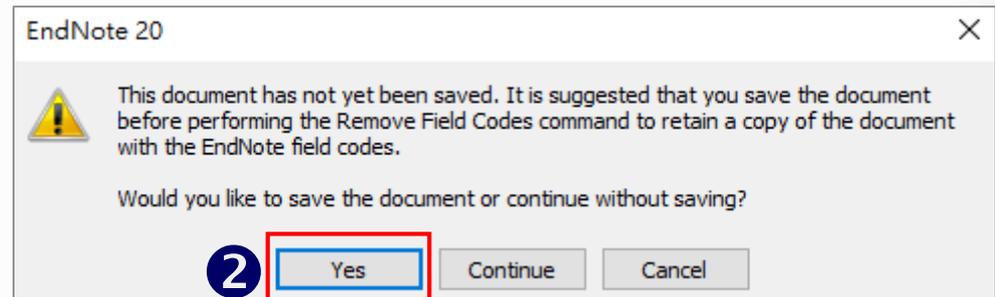
# 移除參數



- 文章完成後，須移除EN參數
- 含有EN參數文件，務必保留，以做為後續編修或改投用；不含EN參數之複本，可逕自遞交出

① 點選 **Convert Citations and Bibliography** > **Convert to Plain Text**

② 執行過程，則會跳出視窗提醒您它會另產生一複本(沒有EndNote參數的)Word檔，點選確定即可完成





Part 5.  
補充資訊

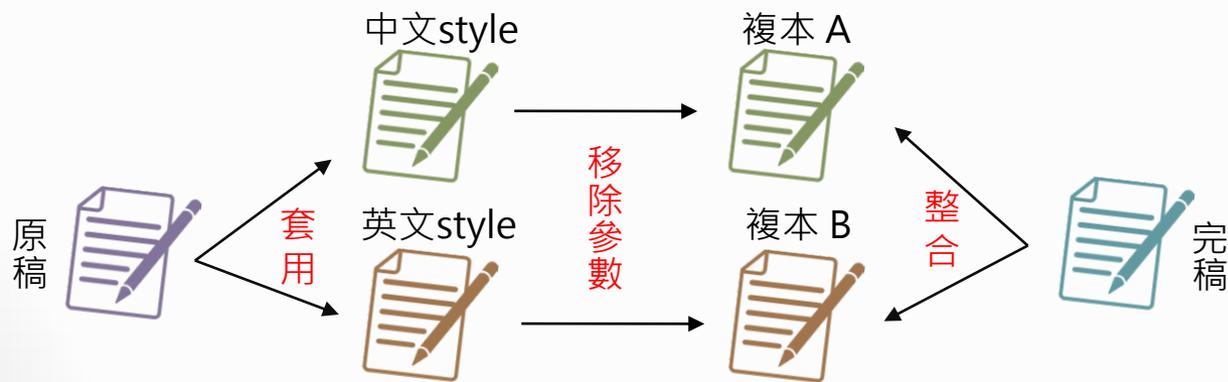


# 補充資訊

1

EN無法讓一份文件同時套用兩格式，如要讓兩格式並存(例中文版和英文版APA)，請在完稿後，進行以下步驟：

- ① 在原稿先套用中文格式(例APA 7th\_中文版)，並執行Convert to Plain Text (=Remove Field Codes)，將自動產生複本A
- ② 回到原稿改套用英文格式(APA 7th)，並執行Convert to Plain Text (=Remove Field Codes)，將自動產生複本B
- ③ 複製複本A的中文參考書目，貼到複本B的英文參考書目清單的前面
- ④ 逐筆手動修改複本B內文的引用，例(李詠瑞, et al., 2002)改成中文書寫語法和標點符號(李等, 2002)，則複本B為定稿



## APA 7th 作者注意事項

20位作者以內全數列出，若超過20位也就是有21位以上作者，則是列出前19位後，再以「, ...最後一位作者」來呈現

### 參考文獻↵

Miller, T. E., Garcia Beltran, W. F., Bard, A. Z., Gogakos, T., Anahtar, M. N., Astudillo, M. G., Yang, D., Thierauf, J., Fisch, A. S., Mahowald, G. K., Fitzpatrick, M. J., Nardi, V., Feldman, J., Hauser, B. M., Caradonna, T. M., Marble, H. D., Ritterhouse, L. L., Turbett, S. E., Batten, J., et al. (2020). Clinical sensitivity and interpretation of PCR and serological COVID-19 diagnostics for patients presenting to the hospital. *FASEB J*, 34(10), 13877-13884.  
<https://doi.org/10.1096/fj.202001700RR> ↵

請務必移除參數再手動修改：

1. 刪除 et al.
2. 加上 ... Jochen K Lennerz(最後一位作者)

# EN連線檢索書目資料庫後匯入

Sync Configuration

All References 125

Recently Added 0

Unfiled 20

Trash 35

MY GROUPS

PubMed 0

COVID-19

Embase 0

FIND FULL TEXT

GROUPS SHARED BY ...

ONLINE SEARCH

Library of Congress 0

LISTA (EBSCO) 0

PubMed (NLM) 50

Web of Science C... 0

more...

PubMed (NLM)

All Fields Contains COVID-19 + x

And All Fields Contains vaccine + x

And Year Contains 2021 + x

Clear search Search options Search

Searching PubMed (NLM)

Retrieve results: 25 50 75 100 ... 3,737 可選擇閱覽筆數

選取後加入至個人Library

<input type="checkbox"/>	<input type="radio"/>		Author	Year	Title	Rating	Journal	Referen
<input type="checkbox"/>	<input type="radio"/>		Best, J.	2021	How the JCVI sets who gets a co...		BMJ	Journal
<input type="checkbox"/>	<input type="radio"/>		Baraniuk, C.	2021	What do we know about China's ...		BMJ	Journal
<input type="checkbox"/>	<input type="radio"/>		Hotez, P.	2021	Covid-19: a disaster five years in ...		BMJ	Journal
<input checked="" type="checkbox"/>	<input type="radio"/>		Kampmann, ...	2021	Covid-19 vaccines save lives	. . . . .	BMJ	Journal
<input type="checkbox"/>	<input type="radio"/>		Kochhar, S.; ...	2021	COVID-19 vaccine safety questio...		Vaccine	Journal
<input type="checkbox"/>	<input type="radio"/>		Jackson, M. L....	2021	Effects of weather-related social ...		BMC Infect ...	Journal

特別提醒：此搜尋結果排序不依相關性而依時間

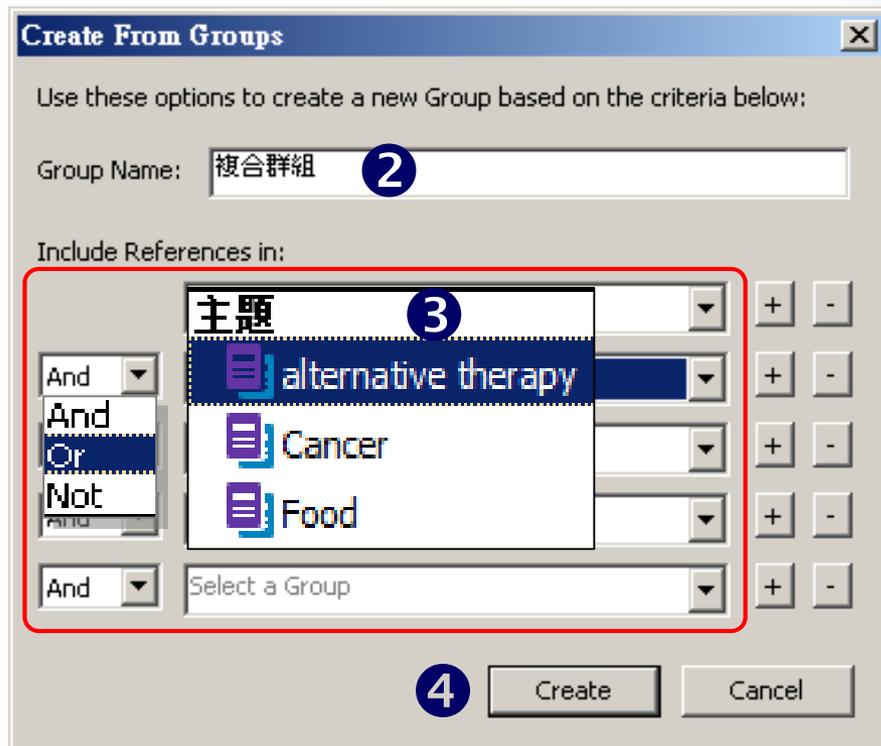
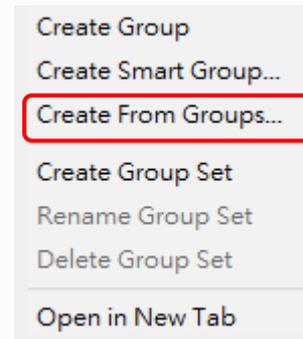
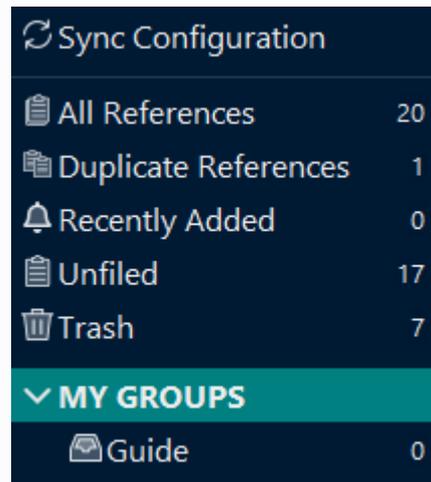
# 群組分類

## 複合群組 (From Groups)

- ① 在左側 **MY GROUPS** 按滑鼠右鍵，並點選 **Create From Group**
- ② 為此新群組命名，例「複合群組」
- ③ 下拉選單指定要納入此複合群組的已存在群組名稱，並指定各群組之間的布林邏輯關係(And/Or/Not)。例 PICO Or 檢索策略
- ④ 點選 **Create** 即完成

邏輯運算判斷：比對書目資訊

提醒：來自不同資料庫的同一篇文獻欄位內容有部分不同即被視為非同筆書目，不建議用此功能計算文獻筆數





Thanks!