
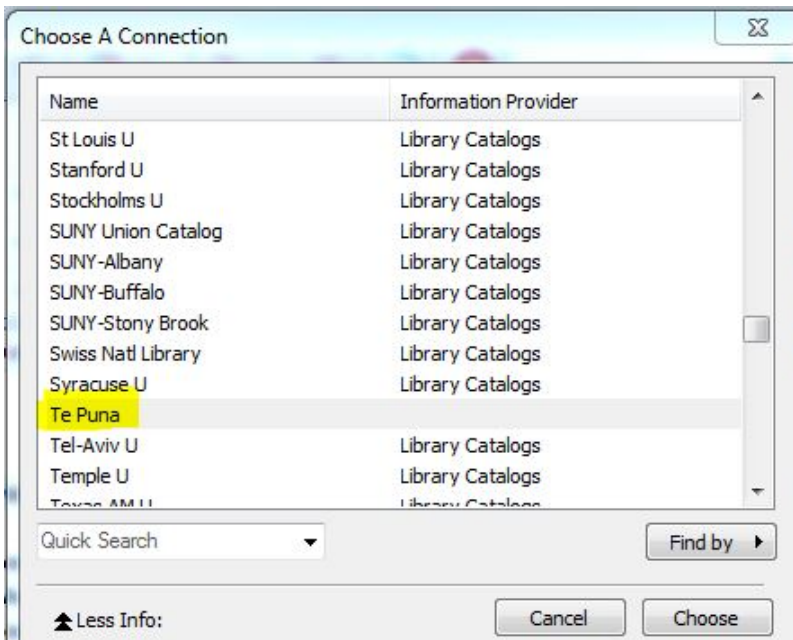



# Downloading records from Te Puna and Index New Zealand

You can connect to Te Puna from within EndNote and download references directly.

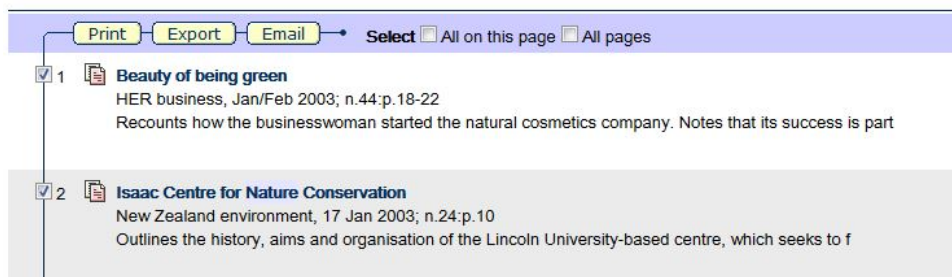
1. Start EndNote and go to **Tools -> Online Search**, or click on **Online Search** icon  in navigation bar.
2. Choose **Te Puna** in **Choose a Connection** window.



3. Conduct the search and then highlight the records you want to copy and click on **Copy to local library** icon  in navigation bar. Your selected records will be copied to your EndNote library.

**The method outlined below can be used to save records from TePuna/Index New Zealand as a txt file. This file is then imported into EndNote.**

1. Select the results you want to keep, and then click on **Export**.



2. Select the **Export Format** and click **Click to export**.



Export results

To export this result, choose the desired format and click Export

Export Format EndNote citation

Click to export

Title: The beauty of being green

Author:

Title: The Isaac Centre for Nature Conservation

Author:

3. Save the page as a **txt** file.
4. Open EndNote and import the txt file using the **Te Puna** or **Index New Zealand** filter.

Import File

Import File:  Choose...

Import Option: Te Puna

Duplicates: Import All

Text Translation: No Translation

Import Cancel

Import File

Import File:  Choose...

Import Option: Index New Zealand

Duplicates: Import All

Text Translation: No Translation

Import Cancel