How to — Sync EndNote Online with EndNote Desktop

If you purchase an EndNote Desktop license, you can connect the desktop version with your EndNote Online account, and sync your saved references, so your personal library of references is always up-to-date and accessible.

First, open the EndNote Desktop program on your computer. Select Edit ➔ Preferences, then select Sync from the EndNote Preferences menu (on the left). From the Sync menu, select Enable Sync.

Enter your EndNote Online E-mail address and Password in the EndNote Credentials box and select OK.
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After selecting OK, you will be returned to the EndNote Preferences Sync window. Your E-mail Address and Password will appear in the EndNote Account Credentials. If you would like to have your EndNote Desktop and EndNote online Sync automatically when you open EndNote Desktop, select the Sync Automatically box. Select Apply and OK. Your EndNote Sync setup is complete.

About EndNote Sync

The Sync process is always initiated from EndNote Desktop. The data in EndNote and EndNote online are synchronized in both applications when you run Sync. You will have identical groups and references when Sync completes processing. This means if you add, change or delete references in EndNote online or EndNote desktop, those references will be added, changed or deleted in both.