

Abbreviated Journal Names

Journal Names in Full or Abbreviated

In some disciplines, it is usual to give journal names in abbreviated form. An output style, such as for example Vancouver, can substitute the abbreviation in the citation and bibliography.

On the other hand, the references in your library may contain a mixture of full journal names and abbreviations, depending on the data downloaded from various online databases. If full journal names are needed, the output style may substitute them.

Output Style for Managing Abbreviated Journal Names

The **Journal Names** category of the output style specifies whether the journal name should appear in full, or abbreviated, or whether the saved data should be used without replacing.

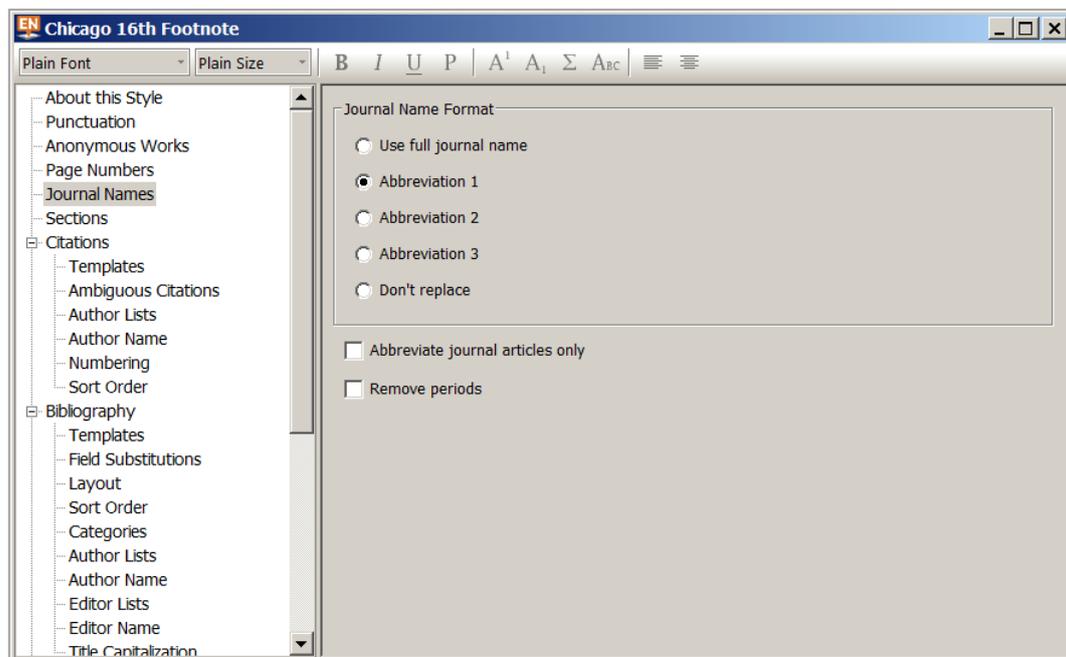


Figure 1 Output Style Specifies the Journal Name Format

Abbreviations Available with *EndNote*

The *EndNote* software includes lists of the full names and various customary abbreviations of many well-known academic journals, and these can be substituted as appropriate.

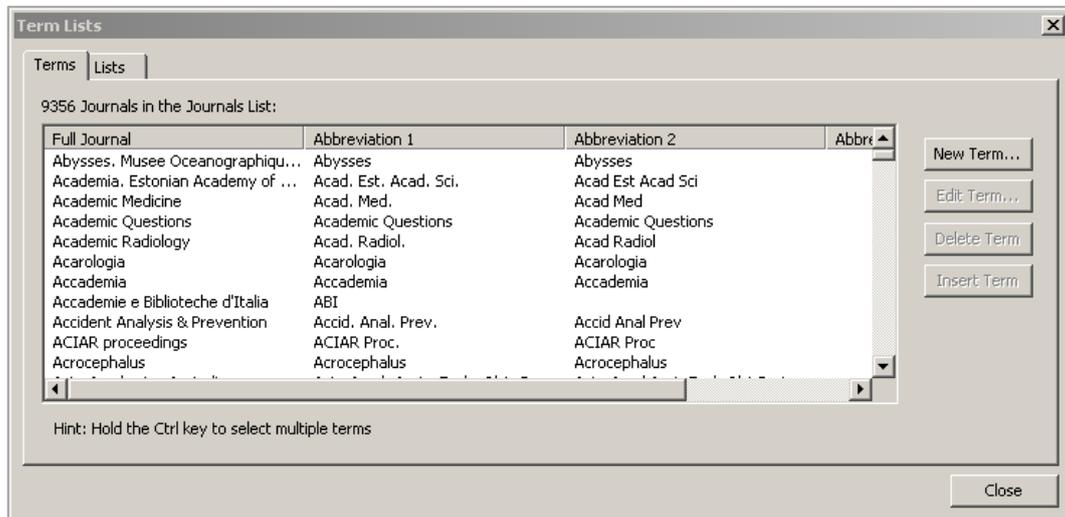


Figure 2 Journals with Their Abbreviated Forms

Managing the Term List of Journal Names

The list of journal names is stored as one of *EndNote*'s term lists. They can be individually edited, added to and corrected. The list is found using **Tools|Open Term Lists|Journals Term List**.

If you suspect that your term list contains a mixture of incorrect and incomplete journal names and abbreviations, it may make sense to delete the present list and import a fresh set.

Some lists are provided with the *EndNote* software at a location similar to **C:\Program Files\EndNote\Term Lists**, with a separate file for each field of work. So the appropriate list (such as Economics, Humanities or Medical) can be imported.

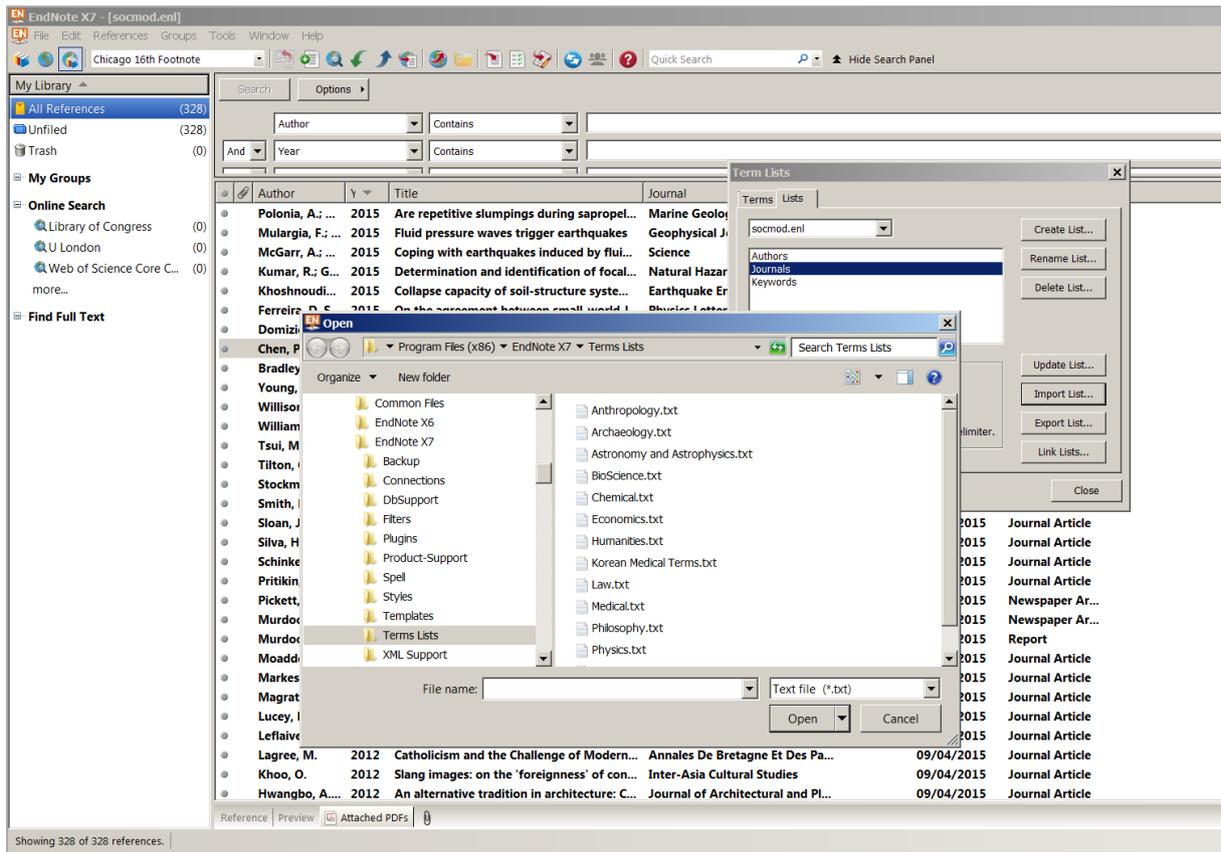


Figure 3 Importing a List of Journal Names With Abbreviations

Exercises

Note: You can download the files mentioned here in the course pack for the course “Referencing: EndNote - Designing citations and bibliographies”. Visit the ITLC Portfolio at <http://portfolio.it.ox.ac.uk> and search using terms such as “endnote designing citations course pack”.

<p>Exercise 1 Journal Name term list</p> <ul style="list-style-type: none"> • Find or edit a reference to contain an abbreviated journal name • Preview the reference • EndNote may display the full journal name • Explore how this is managed by the output style • Import a fresh set of journal names and abbreviations 	
<p>Task 1 Work in the labwork.enl library in <i>EndNote</i></p>	
<p>Task 2 Work on a copy of the APA 6th style</p>	<p>Step 1 In <i>EndNote</i>, ensure that the Style box is set to APA 6th</p>
	<p>Step 2 Choose Edit Output Styles Edit “APA 6th”</p>
	<p>Step 3 In the Style Editor, Save As “01 APA 6th Copy”</p>
<p>Task 3 Notice how some references contain an abbreviated name for the journal However, the journal name appears in full in the formatted bibliography</p>	<p>Step 1 View the reference for O’Donnell, 1989 in <i>EndNote</i>’s Preview panel</p>
	<p>Step 2 The Journal is given here in abbreviated form, as Clin Radiol</p>
	<p>Step 3 APA 6th is a style which requires journal names in full Check that the copy output style 01APA 6th Copy (or your equivalent) is applied in the <i>EndNote</i> Preview panel</p>
	<p>Step 4 View O’Donnell, 1989 in the Preview tab Notice that in the preview the journal name is shown in full (provided this journal is included in the term list: see below) The Preview illustrates the way this reference would appear in a formatted bibliography, given this output style</p>

<p>Task 4 Open the output style APA 6th (or your copy) and notice the setting for Journal Names</p>	<p>Step 1 Choose Edit Output Styles Edit “01APA 6th Copy” (or your choice of a style for editing)</p>
	<p>Step 2 Choose the Journal Names category</p>
	<p>Step 3 Notice the setting for the journal name format This setting controls the way that the journal name should appear (in full or abbreviated) in a citation and/or bibliography</p>
	<p>Step 4 Change this setting if preferred Close the Style Editor</p>
<p>Task 5 Change the journal names setting, and examine the effect on your document</p>	<p>Step 1 Confirm that your document has this copy of the style applied</p>
	<p>Step 2 Update the citations</p>
	<p>Step 3 Examine the citations and bibliography, and check how the journal names are presented</p>
<p>Task 6 Look at the Journals term list</p>	<p>Step 1 Choose Tools Open Term Lists Journals Term List</p>
	<p>Step 2 Look at the journal names included here You may need to stretch the dialog to make it wide enough to look at the alternative abbreviations</p>
<p>Task 7 Update the Journals term list with more journal names and their abbreviations</p>	<p>Step 1 Choose Tools Open Term Lists Journals Term List</p>
	<p>Step 2 Select all existing journal names in the white list box and delete them</p>
	<p>Step 3 On the Lists tab, click </p>
	<p>Step 4 Browse to the folder where the term lists are saved This may be a location similar to C:\Program Files\EndNote X7\Terms Lists</p>
	<p>Step 5 Select the Medical term list and import it</p>

	<p>Step 6 Import another term list that is related to your own work These journal names and abbreviations will be used to format your citations and bibliographies</p>
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