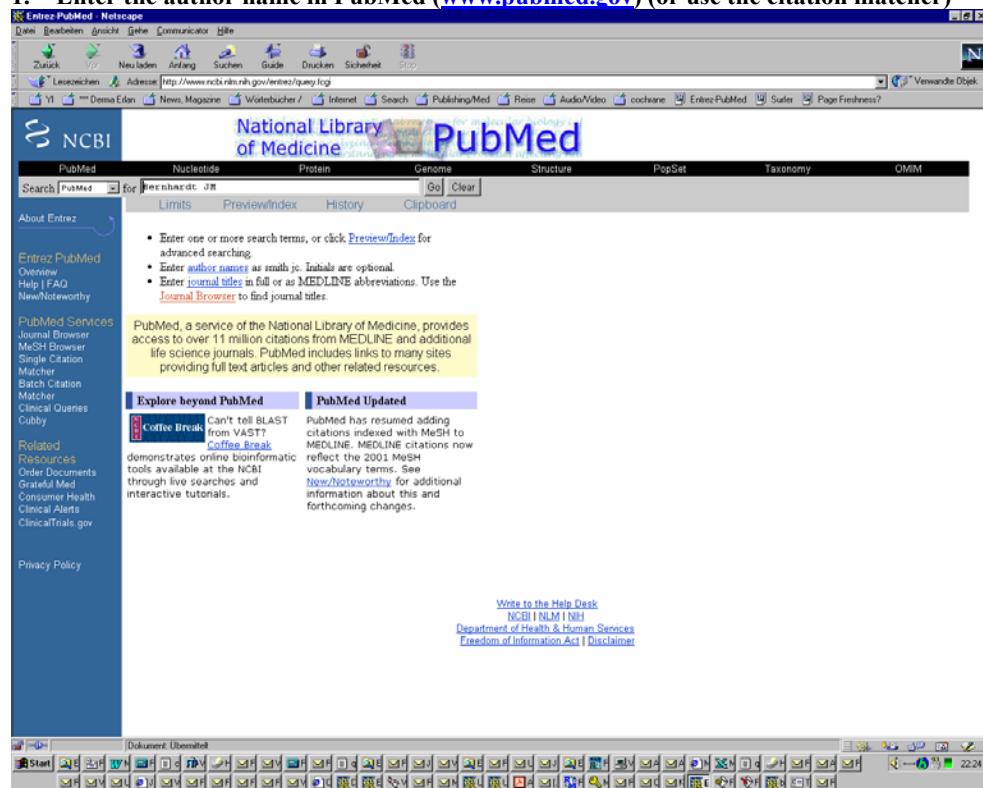


# How to insert a Medline-Link or PMID

Adding a Medline link or PMID to your references enables us to automatically check and correct the references, and speeds up the copyediting and typesetting process..

## 1. Enter the author name in PubMed ([www.ncbi.nlm.nih.gov/entrez/query.fcgi](http://www.ncbi.nlm.nih.gov/entrez/query.fcgi)) (or use the citation matcher)



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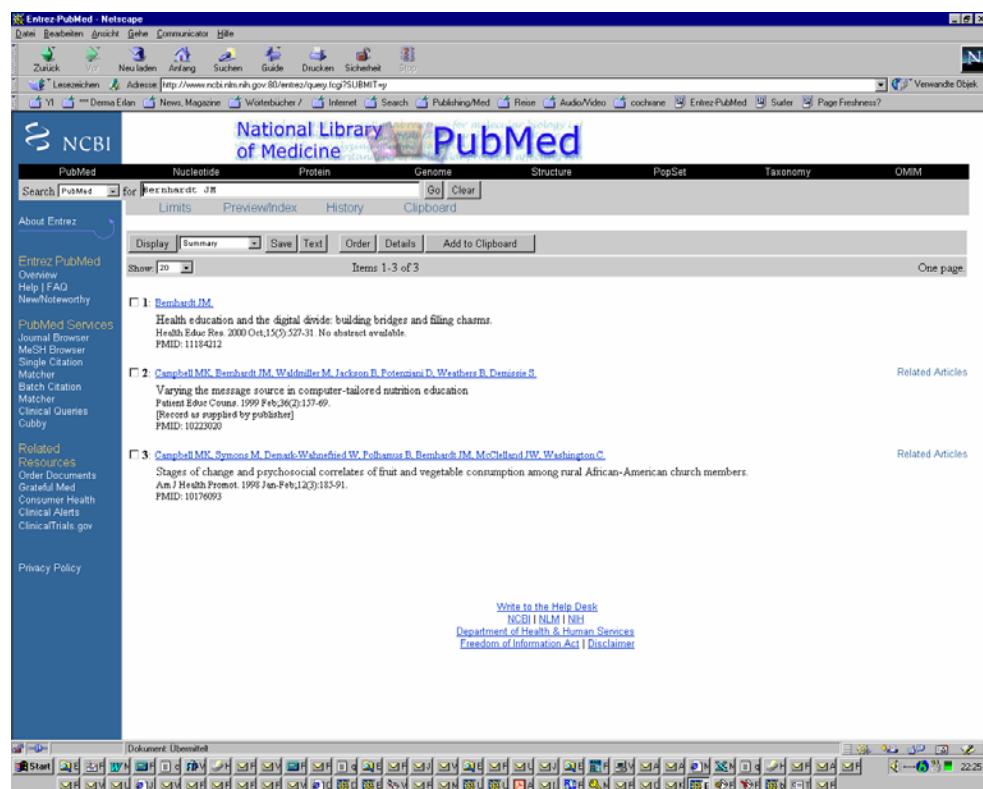
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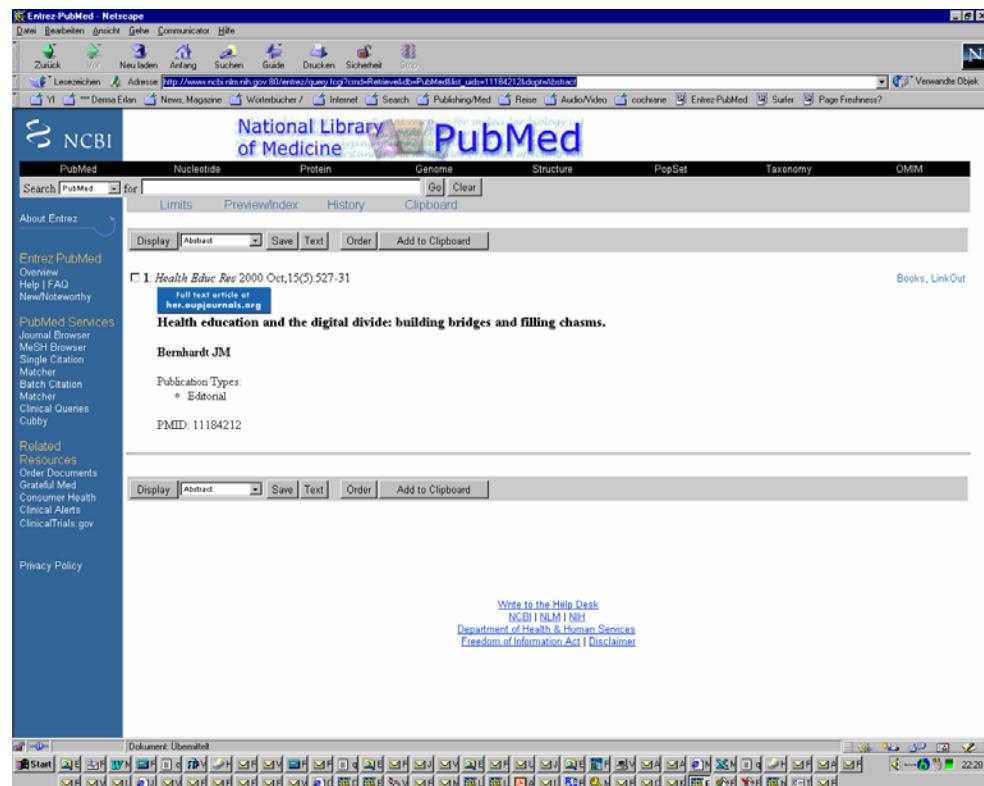
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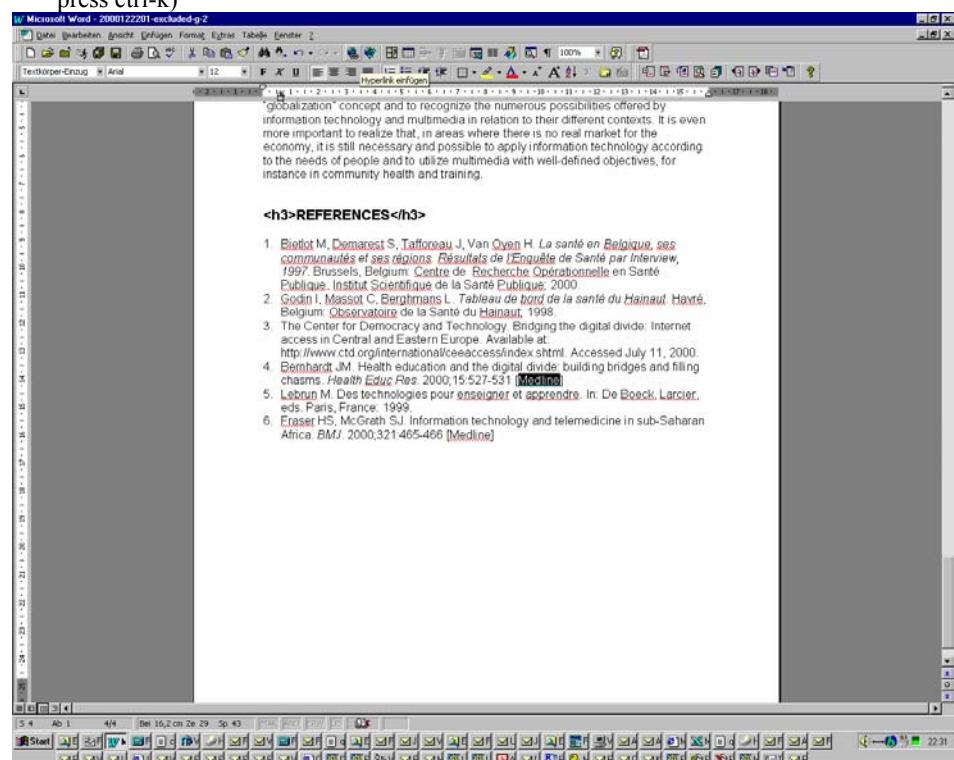
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2. Click the Citation you are looking for. The abstract appears. Mark the URL in the browser window and press **ctrl-c** to copy the URL into the clipboard

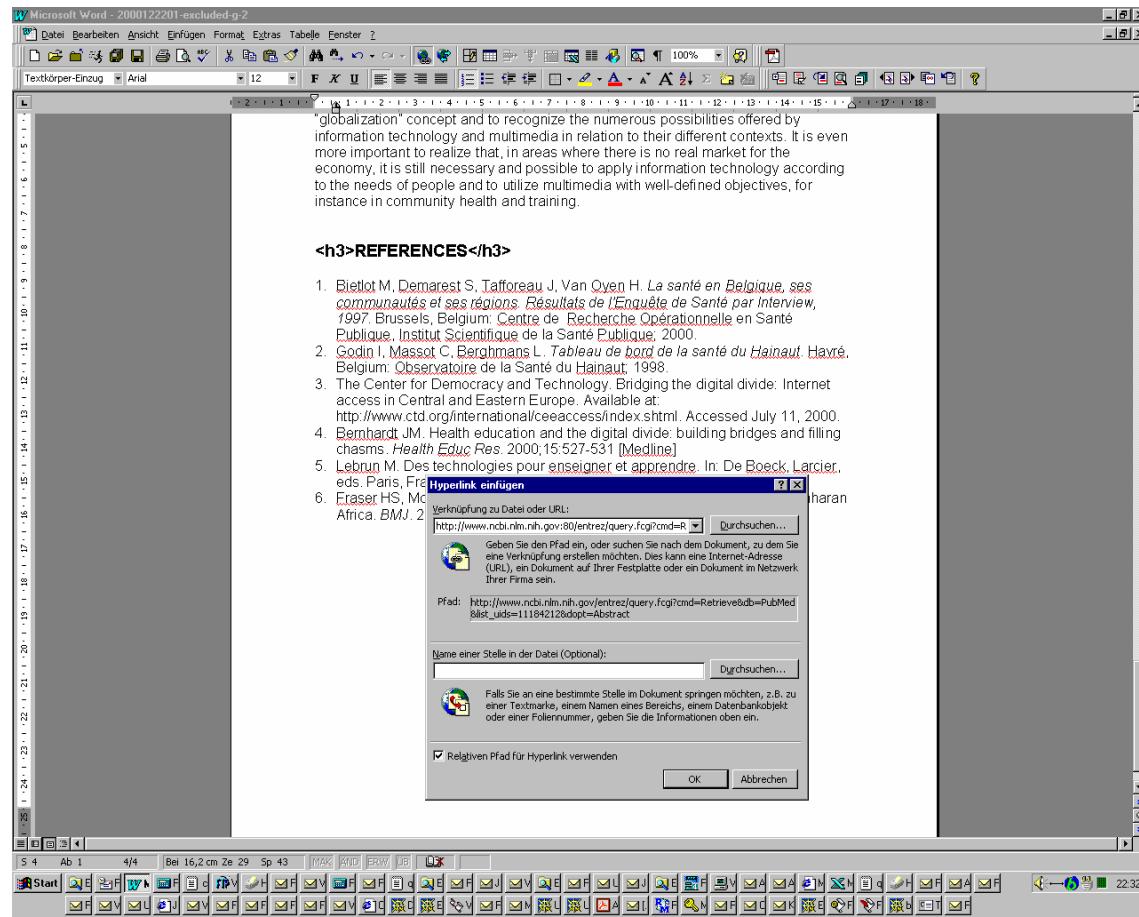
(Alternative: Copy the PMID [PubMed Identifier] shown at the footer of the abstract and continue with 5.)



3. Go back to winword. Mark the word Medline after the reference and click the icon "Insert Hyperlink" (or press **ctrl-k**)



4. Move the cursor into the “Link to file or URL” textbox and press ctrl-v to insert the URL from the clipboard. Then press ok and the hyperlink is inserted.



5. Alternatively, instead of adding a [Medline] link at the end of a reference, you can also just provide the PMID in the format “PMID:1234567” (no quotation marks, no blanks between PMID: and the pubmed identifier number).