How do I send a copy of an EndNote output style I have to a colleague who doesn’t have the style?

1. Open EndNote -> Edit -> Preferences -> Folder locations
2. At the “Style Folder” line highlight the pathname which looks like this “C:\Documents and Settings\[your name] \Desktop\ EndNote files” then copy this by using the keystrokes CTRL + C (i.e. hold down the Control key and type C)
3. Open your browser (Internet Explorer) and highlight the existing URL
4. Key CTRL + V to paste the pathname -> press the “ENTER” key
5. From the displayed list select the output style to be copied, right-click and select “Copy”
6. Paste the output style into an email and it will be inserted as an attachment.