To delete an EndNote citation in Word, first click on the in-text citation in the document to highlight it. Next, click the “Edit & Manage Citation(s)” button in the EndNote X8 menu tab. A dialog box will open listing the citations from the Word document. Select the citation you want to remove. Then click the dropdown arrow for the “Edit Reference” button to the right of the selected reference. Select the “Remove Citation” option, and then click the “OK” button.

The citation and associated reference is removed from the document. [Note: The reference will remain in the bibliography section if it is cited elsewhere within the Word document.]