


EBSCOhost

For Direct Export:

1. Conduct a search.
2. Click on the **Add to folder** icon (below the item's abstract) for each of the results you want to export.
3. Click on the folder icon at the top of the screen or click on **Folder view** to the right of the search results.
4. Re-select the references to export.
5. Click on the **Export** icon (above the selected references). 
6. Click the radio button in front of **Direct Export to RefWorks** (right-hand side of screen) to initiate a direct export.

Note: Uncheck the **Remove these items from folder after saving** option if you want items to remain in the folder after performing the export function.

7. Click the **Save** button (left-hand side of screen) to begin the direct export.
8. If you are not logged into RefWorks, the **RefWorks Login screen** will appear – **login to your RefWorks account.**
9. The **RefWorks import screen** should appear – your records are in the **Last Imported Folder.**