RefWorks is a web-based bibliographic manager available to Creighton students and faculty, courtesy of the CU Libraries. You can create a free RefWorks account to collect, share, and format references in your preferred bibliographic style. References stored in RefWorks include a 360 Link to Full Text .

To get started, go to https://cuhsl.creighton.edu/login?url=http://www.refworks.com/refworks. Click on Sign Up for a New Account and follow the step-by step instructions given. Note that RefWorks functions best in Firefox, and you must set your browser to allow pop-ups.

For support, please contact a member of the Reference team at askus@creighton.edu or 402-280-2227.

How to Export Bibliographic Records to RefWorks

1. Conduct your search in Summon.
2. To select a record, mouse over and click on the save this item icon to the right of each entry.
3. Scroll to the bottom of the screen and click on the Saved Items folder.
4. Choose the RefWorks tab in the pop-up window that appears.
5. RefWorks will open automatically and items will appear in the Last Imported Folder.

Library Catalog

1. First log in to your RefWorks account.
2. Mouse over **Search** (gray bar at top) and select **Online Catalog or Database**.
3. Use the drop-down box to find **Creighton University**, if not already selected.
4. Conduct your search using the Quick or Advanced option.
5. From the resulting Search Results screen, select the items you want to keep.
6. Click the **Import** button in the lower right.
7. RefWorks will open automatically and items will appear in the Last Imported Folder.

1. Conduct your search and click **Add to folder** for each item you want to save.
2. Click on the **Folder** icon in the upper right-hand corner.
3. Re-select the items to be exported and click on **Export** (at right).
4. Click the radio button for ⊙ **Direct Export to RefWorks**.
5. Click the **Save** button to begin the export.
6. RefWorks will open automatically and items will appear in the Last Imported Folder.

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Google Scholar

1. In Google Scholar, click on the ⚙ **Settings** icon (upper right).
2. Under **Bibliography manager**, select ⊙ **Show links to import into …** RefWorks
3. Click the Save button.
4. Conduct your search in Google Scholar.
5. Click on Import into RefWorks for each record you want to save.
6. RefWorks will open automatically and items will appear in the Last Imported Folder.

JSTOR

1. Conduct your search and ☑ **Select** the items you want to export.
2. Click 💾 **Save Citation**.
3. Follow the instructions to **Register for MyJSTOR** as prompted.
4. Click on **Manage citations** in MyJSTOR.
5. Re-select the items to be exported and click on 🔽 **Export citation**.
6. Click on **RefWorks**.
7. RefWorks will open automatically and items will appear in the Last Imported Folder.

ProQuest

1. Conduct your search and ☑ **Select** the items you want to export.
2. Mouse over **Export/Save** (light blue bar) and choose **RefWorks**.
3. Click the Continue button.
4. RefWorks will open automatically and items will appear in the Last Imported Folder.

PubMed

1. Conduct your search and ☑ check the records you want to export.
2. Click on **Display Settings**.
3. Select ⊙ MEDLINE and click Apply . Your results will change to a tagged format.
4. Use **File > Save As…** to save results as a text file (.txt) to your computer.
5. Log in to your RefWorks account.
6. Mouse over **References** on the toolbar, and click ⇧**Import**.
7. For the *Import Filter/Data Source*, select **NLM PubMed**.
8. For the *Database*, select **PubMed**.
9. **Browse** to find the text file that you saved in step 4 and click the ⇧ **Import** button.
10. RefWorks will open automatically and items will appear in the Last Imported Folder.

FirstSearch WorldCat

1. Conduct your search and ☑ mark the references you want.
2. Click 🖥 **Export**.
3. Select ⊙ **RefWorks** and click the Export button.
4. RefWorks will open automatically and items will appear in the Last Imported Folder.