![RefWorks]

RefWorks is a web-based bibliographic manager available to students and faculty, courtesy of the CU Libraries. Create a free RefWorks account to collect, share, and format references in your preferred bibliographic style. Records 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 steps. Note that you must set your browser to allow pop-ups. Need help? 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.

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.

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1. Conduct your search and ☑ **Select** the items you want to export.
2. Select the items to be exported and click on ⏹ **Export citation** (top center).
3. Click on **RefWorks**.
4. RefWorks will open automatically and items will appear in the Last Imported Folder.

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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.

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1. Conduct your search and ☑ check the records you want to export.
2. Click on **Send to:** ☑ (middle right of screen).
3. Select **Citation Manager** from the resulting **Choose Destination** menu.
4. Click on the `Create File` button as prompted.
5. **Save** the file. It will automatically be saved in a format called **nbib**.
6. Next, log in to your RefWorks account.
7. Mouse over **References** on the RefWorks toolbar and click ⬆**Import**.
8. Select **NLM PubMed** as *Import Filer/Data Source* and PubMed as *Database*.
9. **Browse** to find your **nbib** file. Double-click on it to open and click ⬆ **Import**.
10. RefWorks will open automatically and items will appear in the Last Imported Folder.

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1. Conduct your search and ☑ check the records you want to export.
2. Click **Add to Marked List** for each page of records, or your selections won't stick.
3. Click on the `Marked List` to open it (upper right).
4. Three steps are presented. In step 1, ⊙ **All records in this list** is the default.
5. In step 2, you can add ☑ **Abstract** to the content as you like.
6. In step 3, choose `Save to RefWorks ⌄`
7. RefWorks will open automatically and items will appear in the Last Imported Folder.

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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.