

Importing/Exporting Citations from Databases into ProQuest RefWorks

These instructions are for **ProQuest RefWorks** version of RefWorks. The process may be slightly different for the classic or legacy versions of RefWorks.

There are three ways to insert database citations into RefWorks:

1. **Direct Export:** The database provides a link for exporting citations into RefWorks.
2. **Import as Text File:** The database allows you to save citations as a text file. You then insert the file into the RefWorks Import page.
3. **Create New Reference:** Manually enter a citation into your RefWorks database.

Note: Always check citations for completeness and accuracy after they are downloaded into RefWorks, and in your bibliography.

You may need to **unblock pop-ups** on your browser in order to successfully export citations to RefWorks.

Database (Interface)	Export/Import Instructions
ABI/INFORM (ProQuest)	<p>Can also refer to the instructions for importing references from ProQuest Databases.</p> <p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Mark the records you want to export or • View the record you want to export • Click either the “cite” icon  or the ellipses  icon at the top of the page • Select the RefWorks icon  • Make desired adjustments • Click “continue”
Abstracts in Anthropology (SAGE)	<p>Can also refer to the instructions for importing references from SAGE Journals.</p> <p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Click “Cite” on left side of the page. • Select “RefWorks” from format on the bottom. • Select “Download citation” <p>Click “Submit data to RefWorks”</p>
Academic Search Premier (EBSCO)	<p><u>Direct Export of multiple citations</u></p> <ul style="list-style-type: none"> • Click on the blue folder icon  or “Add to folder” • Click on the yellow “Folder” icon  at the top right of the screen • Click the “Export” icon  on the right side of the screen • Select “Direct Export to RefWorks” and click “Save” <p><u>Direct Export of a single citation</u></p> <ul style="list-style-type: none"> • Click on a title or the preview icon to view a single record • Click the “Export” icon on the right side of the screen • Select “Direct Export to RefWorks” and click “Save”

Database (Interface)	Export/Import Instructions
Access Engineering	<p><u>Import as a RIS File</u></p> <ul style="list-style-type: none"> Choose the item you would like to export Click on the “Cite” button  From the “Download as..” choose RIS Save the .RIS file to your computer <ul style="list-style-type: none"> In RefWorks, click on the  “Add” icon and select “Import References” Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file <p>Select “RIS Format” from the dropdown menu for the file format type · Click “Import”</p>
Access Science	<p><u>Import as a RIS File</u></p> <ul style="list-style-type: none"> Choose the item you would like to export Click on the “Cite” button  Click “Export citation as RIS” Save the .RIS file to your computer <ul style="list-style-type: none"> In RefWorks, click on the  “Add” icon and select “Import References” Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file Select “RIS Format” from the dropdown menu for the file format type · Click “Import”
ACM Digital Library	<p><u>Import as a Bib TeX File</u></p> <ul style="list-style-type: none"> Choose the record you would like to export Click on the “Export Citations” icon  and choose “BibTeX” from the drop-down. Click on the “download” button at the bottom to save as a .BIB file. In RefWorks, click “Add” and select “Import References” Drag and drop the .BIB file to the RefWorks window or click “select a file from your computer” to upload the .BIB file Use the “Search by database or format” to search for “BibTeX” and select it from the dropdown menu Select “ACM Digital Library (BibTeX format)” for the file format type Click “Import”
Adam Matthew Digital Collections	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> Many documents within these collections are exportable to RefWorks Click “Citation/Export” near the top right side Click the  RefWorks icon near the bottom of the new window
America: History and Life (EBSCO)	<p>Refer to the instructions for importing references from EBSCO databases.</p>
American Antiquarian Society Collections (Gale)	<p>Can also refer to the instructions for importing references from Gale databases. Also referred to as American Historical Periodicals.</p> <p></p> <ul style="list-style-type: none"> Click on the “Cite” icon  on the top menu bar Choose RefWorks as the Export To option. <p>Sign into RefWorks when prompted.</p>

Database (Interface)	Export/Import Instructions
American Chemical Society	<p><u>Import as a RIS File</u></p> <ul style="list-style-type: none"> Mark the records you want to export, or visit the specific record Click on the Export RIS icon  and then click on “More options” Under “Format:” select “RIS” Under “Include:” select “Citation for the content below” Click “Download Citation(s)” Save the .RIS file to your computer In RefWorks, click “Add” and select “Import References” Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file Select “RIS Format” from the dropdown menu for the file format type Click “Import”
Annual Reviews	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> Click “Download citation” just below author information Under “Format:” select “RefWorks” Make sure “Direct import” is checked Click “Download article citation data” Click “Submit data to RefWorks”
Anthropological Index Online	<p><u>Import as a RIS File</u></p> <ul style="list-style-type: none"> Mark the records you want to export Scroll to the top of the page Select the Reference Manager/RIS icon  Save the file to your computer In RefWorks, click “Add” and select “Import references” Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file Select “RIS Format” from the dropdown menu for the file format type Click “Import”
ATLA Religion (EBSCO)	<p>Refer to the instructions for importing references from EBSCO databases.</p>
Book Review Index (Gale)	<p>Refer to the instructions for importing references from Gale databases.</p>
Business Source Premier (EBSCO)	<p>Refer to the instructions for importing references from EBSCO databases.</p>
BrowZine Library	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> Click on the  ‘Export citation’ icon below the article. Choose RefWorks from the drop-down menu. Make sure pop-ups are enabled/allowed for the website. <p>Sign into RefWorks when prompted.</p>
Cairn.info	<p><u>Import as a Text File</u></p> <ul style="list-style-type: none"> On a single item, look for “Citer ou exporter” or “Cite Article” on the right side of the page Choose RefWorks under ‘Download citation’. RefWorks sign-in page will open in a new tab/window.

Database (Interface)	Export/Import Instructions
Canadiana / Héritage	<p><u>Create a New Reference</u></p> <ul style="list-style-type: none"> • Lexis/Nexis citations must be manually entered into RefWorks • To create a reference in RefWorks, click “Add” and select “Create new reference” from the dropdown menu • Fill out the form • Click “Save”
CBCA: Canadian Business and Current Affairs (ProQuest)	Refer to the instructions for importing references from ProQuest Databases .
CINAHL (EBSCO)	Refer to the instructions for importing references from EBSCO databases .
Cochrane Library	<p><u>Exporting Single Citation:</u></p> <ul style="list-style-type: none"> • On a single item, click on the “Cite this Review” icon  on the right-hand menu
Conference Board of Canada e-library	<p><u>Create a New Reference</u></p> <ul style="list-style-type: none"> • Conference Board of Canada e-library citations must be manually entered into RefWorks • To create a reference in RefWorks, click “Add” and select “Create new reference” from the dropdown menu • Fill out the form <p>Click “Save”</p>
CPA Canadian Standards and Guidance Collection (Knotia)	<p><u>Create a new reference</u></p> <ul style="list-style-type: none"> • Knotia citations must be manually entered into RefWorks • To create a reference in RefWorks, click “Add” and select “Create new reference” from the dropdown menu • Fill out the form • Click “Save” • Refer to http://www.bcit.ca/files/library/pdf/bcit-apabusinessstyle.pdf for formatting help
CPA (Knotia)	Refer to the instructions for importing references from CPA Canadian Standards.
CPI.Q – Canadian Periodicals (Gale)	Refer to the instructions for importing references from Gale databases .
Curio.ca by CBC	<p><u>Import as a Text File</u></p> <ul style="list-style-type: none"> • When viewing an item, scroll to the bottom • Under “MARC Record” click “View” • Save the resulting page to your computer as a text file (.TXT) • In RefWorks, click “Add” and select “Import References” • Drag and drop the .TXT file to the RefWorks window, or click “select a file from your computer” to upload the .TXT file • Use the “Search by database or format” to search for “MARC Format” and select it from the dropdown menu • Select “All MARC Formats” for the file format type <p>Click “Import”</p>

Database (Interface)	Export/Import Instructions
Deslibris Canadian Books & Public Documents	<p><u>Create a new reference</u></p> <ul style="list-style-type: none"> • Citations must be manually entered into RefWorks • To create a reference in RefWorks, click “Add” and select “Create new reference” from the dropdown menu • Fill out the form • Click “Save”
Dictionary of Irish Biography	<p><u>Import as a RIS File</u></p> <ul style="list-style-type: none"> • When viewing a biography, hover over the “Biography Services” menu • Click on “Export RIS” • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type • Click “Import”
Directory of Open Access Books (DOAB)	<p><u>Import as a RIS File</u></p> <ul style="list-style-type: none"> • Choose title to view • Click on the assigned DOI to view the book • Under the cover image, click on “Cite this” • Choose the desired citation style and click on RIS download icon. • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type • Click “Import”
Dissertations & Theses @ SMU (ProQuest)	<p>Refer to the instructions for importing references from ProQuest Databases.</p>
EBSCO Databases	<p><u>Direct Export of multiple citations</u></p> <ul style="list-style-type: none"> • Click on the blue folder icon  or “Add to folder” • Click on the yellow “Folder” icon  at the top right of the screen • Click the “Export” icon  on the right side of the screen • Select “Direct Export to RefWorks” and click “Save” <p><u>Direct Export of a single citation</u></p> <ul style="list-style-type: none"> • Click on a title or the preview icon to view a single record • Click the “Export” icon on the right side of the screen • Select “Direct Export to RefWorks” and click “Save”
EBSCO E-books	<p>Refer to the instructions for importing references from EBSCO databases.</p>
Economist Magazine Historical Archives 1844- 2016 (Gale)	<p>Refer to the instructions for importing references from Gale databases.</p>

Database (Interface)	Export/Import Instructions
Elgaronline	<p><u>Import as RIS File</u></p> <ul style="list-style-type: none"> • When viewing an entry, select the  at the top right of the screen • Select “.RIS” export citation option • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type • Click “Import”
Elsevier Scholarly & Reference Ebooks (including Encyclopaedias)	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Click on the  “Cite” icon. • Choose RefWorks from the drop-down menu. Make sure pop-ups are enabled/allowed for the website. • Sign into RefWorks when prompted.
Emerald Insight	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Click on the  “OpenURL” icon, which will redirect to the SMU SFX page • Under “Reference”, click on the “Download Record into RefWorks Direct Export Tool.” Make sure pop-ups are enabled/allowed for the website. • Sign into RefWorks when prompted.
ERIC	<p><u>Create a New Reference</u></p> <ul style="list-style-type: none"> • ERIC citations must be manually entered into RefWorks • To create a reference in RefWorks, click “Add” and select “Create new reference” from the dropdown menu • Fill out the form • Click “Save”
Érudit	<p><u>Import as a RIS File</u></p> <ul style="list-style-type: none"> • Find the article or record you want to cite • Click on the  “Cite this article” icon on the right side • “Citation Tools” will appear • Select .RIS file and save to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type • Click “Import”
Eureka	<p><u>Create a New Reference</u></p> <ul style="list-style-type: none"> • Eureka citations must be manually entered into RefWorks • To create a reference in RefWorks, click “Add” and select “Create new reference” from the dropdown menu • Fill out the form • Click “Save”
FIAF International Index to Film Periodicals (ProQuest)	<p>Refer to the instructions for importing references from ProQuest Databases.</p>

Database (Interface)	Export/Import Instructions
Gale Databases	<p><u>Direct Export</u></p>  <ul style="list-style-type: none"> • Click on the  icon on the top menu bar • Choose RefWorks as the Export To option. • Sign into RefWorks when prompted.
GEOBASE (Engineering Village)	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Mark the records you want to export • Click on the  “Download Record(s)” dropdown icon • Under “Location”, select “RefWorks” and click “Download record(s)” • Make sure pop-ups are enabled/allowed for the website. • Sign into RefWorks when prompted.
GeoRef (ProQuest)	<p>Refer to the instructions for importing references from ProQuest Databases.</p>
Globe and Mail (ProQuest)	<p>Refer to the instructions for importing references from ProQuest Databases.</p>
GreenFILE (EBSCO)	<p>Refer to the instructions for importing references from EBSCO databases.</p>
Handbooks in Operations Research and Management Science (Elsevier Science Direct)	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Click on the  “Cite” icon. • Choose RefWorks from the drop-down menu. Make sure pop-ups are enabled/allowed for the website. • Sign into RefWorks when prompted.
Historical Abstracts (EBSCO)	<p>Refer to the instructions for importing references from EBSCO databases.</p>
Institute of Physics	<p><u>Import as a RIS File</u></p> <ul style="list-style-type: none"> • Choose the record you want to export by clicking on the title • Underneath the abstract find and click “RIS” • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type • Click “Import”

Database (Interface)	Export/Import Instructions
InteLex Past Masters	<p><u>Import as a Text File</u></p> <ul style="list-style-type: none"> • Find the record you want to cite • Click “Export a citation” at the top left (in small, yellow-on-red font!) • Using the dropdown menu select “RefWorks” • Click “Export Citation” • Save the .TXT file to your computer • In RefWorks, click “Add” and select “Import references” • Drag and drop the .TXT file to the RefWorks window, or click “select a file from your computer” to upload the .TXT file • RefWorks will automatically read the file as a “RefWorks Tagged Format” • Click “Import”
International Bibliography of the Social Sciences (IBSS) (ProQuest)	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Either: • Mark the records you want to export <i>or</i> • View the record you want to export • Click either the  (cite) or  (ellipses) button at the top of the page • Select the RefWorks icon  • Make desired adjustments <p>Click “continue”</p>
JSTOR	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Mark the records you want to export • Click on “Cite” • Click “Export to RefWorks”
Knovel Library Essentials	<p><i>Note: Only some content is exportable to RefWorks</i></p> <p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Choose the record you want to export • Click on “Citations” • Under “Export as...” select “RefWorks”
Learning and Memory: A Comprehensive Reference (Elsevier/Science Direct)	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Click on the  “Cite” icon. • Choose RefWorks from the drop-down menu. Make sure pop-ups are enabled/allowed for the website. • Sign into RefWorks when prompted.
Library, Information Science & Technology Abstracts - LISTA (EBSCO)	<p>Refer to the instructions for importing references from EBSCO databases.</p>
Listener Historical Digital Archive (Gale)	<p>Refer to the instructions for importing references from Gale databases.</p>

Database (Interface)	Export/Import Instructions
Literature Online – LION (ProQuest)	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Either: • Mark the records you want to export or • View the record you want to export • Click either the  (cite) or  (ellipses) button at the top of the page •  Select the RefWorks icon • Make desired adjustments • Click “continue” <p>*For linked full text, click on  (Access full text) button on the right-side of the page. Refer to the instructions for importing references from host site.</p>
Literature Resource Center & Dictionary of Literary Biography – LRC (Gale)	<p>Refer to the instructions for importing references from Gale databases.</p>
Market Share Reporter (Gale)	<p>Refer to the instructions for importing references from Gale databases.</p>
MathSciNet	<p><u>Import as a Text File</u></p> <ul style="list-style-type: none"> • Mark the records you wish to export or click on the desired record to expand. • Select “Clipboard” beneath the record and wait a few seconds • Select “Clipboard” from the tabs at the top of the page • Mark the records to export • Select your format: “Citations (BibTeX)” from drop-down menu • Select “SaveClip” ○ For a single record, select it, then “Select alternative format” as “BibTeX” • In your browser, copy the displayed text in full, from @ to } • Open NotePad or another word processor and paste the text into a note • Save the note as a .TXT file • In RefWorks, click “Add” and select “Import References” • Drag and drop the .TXT file to the RefWorks window, or click “select a file from your computer” to upload the .TXT file • Use the “Search by database or format” to search for “BibTeX” and select it from the dropdown menu • Select “MathSciNet (AMS) [BibTeX Format]” for the file type format • Click “Import”
MLA – Modern Language Association (EBSCO)	<p>Refer to the instructions for importing references from EBSCO databases.</p>
National Film Board	<p><u>Create a new reference</u></p> <ul style="list-style-type: none"> • National Film Board citations must be manually entered into RefWorks • To create a reference in RefWorks, click “Add” and select “Create new reference” from the dropdown menu • Fill out the form • Click “Save”

Database (Interface)	Export/Import Instructions
Nexis Uni (LexisNexis)	<p><u>Import as RIS File</u></p> <ul style="list-style-type: none"> • Mark the records to export • Select the three book icon  for “Export Citations” • Under “What kind of citations do you need?” choose “RIS file for 3rd party citation tool” and click “Download” • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type · Click “Import”
Oxford Dictionary of National Biography [UK]	<p><u>Import as RIS File</u></p> <ul style="list-style-type: none"> • When viewing an entry, select the “cite” icon  at the top right of the screen • Select “.RIS” export citation option • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type · Click “Import”
Oxford English Dictionary	<p><u>Import as a Text File</u></p> <ul style="list-style-type: none"> • Navigate to the word/page you want to cite • “Cite” is in small text at the top right • Select “Format: RefWorks” • Click “Export” • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type • Click “Import”
Oxford University Press Journals	<p><u>Import as a Text File</u></p> <ul style="list-style-type: none"> • Select the article you want to cite • Select “Cite” • Select “RefWorks” to export the record as a text file (.TXT) • Save the file • In RefWorks, click “Add” and select “Import References” • Drag and drop the .TXT file to the RefWorks window, or click “select a file from your computer” to upload the .TXT file • RefWorks will automatically read the file as a “RefWorks Tagged Format” • Click “Import”
Oxford Research Encyclopedia of International Studies	<p><u>Import as RIS File</u></p> <ul style="list-style-type: none"> • When viewing an entry, select the “cite” icon  at the top right of the screen • Select “.RIS” export citation option • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type · Click “Import”

Database (Interface)	Export/Import Instructions
PAIS International – Public Affairs Information Service (ProQuest)	Refer to the instructions for importing references from ProQuest Databases .
Periodical Archives Online (PAO) (ProQuest)	Refer to the instructions for importing references from ProQuest Databases .
Philosopher’s Index (ProQuest)	Refer to the instructions for importing references from ProQuest Databases .
PhilPapers	<u>Direct Export</u> <ul style="list-style-type: none"> • Select the record you want to export • Click on “Export citation” under the title, in the “options” group • Select “RefWorks”
PLoS: Public Library of Science	<u>Create a new reference</u> <ul style="list-style-type: none"> • National Film Board citations must be manually entered into RefWorks • To create a reference in RefWorks, click “Add” and select “Create new reference” from the dropdown menu • Fill out the form Click “Save”
Project Euclid	<u>Import as RIS File</u> <ul style="list-style-type: none"> • When viewing an entry, select “GET CITATION” on the right of the screen • Select RefWorks as the format • Click on the download citation button • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type · Click “Import”
Project Muse	<u>Direct Export</u> <ul style="list-style-type: none"> • Click Save to save the record(s) to “MyMUSE library” • Click on “MyMuse library” under the title of the record. • Click “Cite Library Items” under My Account menus • Select the items that you want to export. • Click export to RefWorks
ProQuest Databases	<u>Direct Export</u> <ul style="list-style-type: none"> • Mark the records you want to export <i>or</i> • View the record you want to export • Click either the “cite” icon  or the ellipses  icon at the top of the page • ·Select the RefWorks icon  • Make desired adjustments Click “continue”
ProQuest Ebook Central	Refer to the instructions for importing references from ProQuest Databases .

Database (Interface)	Export/Import Instructions
PsycINFO/ PsycARTICLES (EBSCO)	Refer to the instructions for importing references from EBSCO databases .
PubMed	<p><u>Import as a Text File</u> For multiple selected records:</p> <ul style="list-style-type: none"> • Mark the records you want to export • Under “Send to”, select “Citation manager”, then “Create File” <p>For a single record:</p> <ul style="list-style-type: none"> • Click on “Cite” under “Actions” group on right side of screen • Select “Download .nbib” <ul style="list-style-type: none"> • Save the .NBIB file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .NBIB file to the RefWorks window, or click “select a file from your computer” to upload the file • RefWorks will automatically read the file as a “NLM Pub Med” format • Click “Import”
Royal Society of Chemistry (RSC)	<p><u>Import as a Text File</u></p> <ul style="list-style-type: none"> • Mark the records you want to export • Under “Citation:” choose “RefWorks” from the drop-down options, then click “Go” • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type • Click “Import”
SAGE Journals	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Click “Cite” on left side of the page. • Select “RefWorks” from format on the bottom. • Select “Download citation” • Click “Submit data to RefWorks”
Saint Mary’s University Institutional Repository	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Click on the “SFX”  icon under the description section of the record • Under reference, select “Download Record into RefWorks Direct Export Tool”
ScienceDirect	<p><i>Note: You may need to disable any pop-up blockers</i></p> <p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Click on the  “Cite” icon. • Choose RefWorks from the drop-down menu. Make sure pop-ups are enabled/allowed for the website. <p>Sign into RefWorks when prompted.</p>

Database (Interface)	Export/Import Instructions
SciFinder	<p><u>Import as a Text File</u></p> <ul style="list-style-type: none"> • Mark the records you want to export • Select “Export” at the top right • Choose “Export: Selected” and “For: Citation Manager: Citation export format (*.RIS)” • Click “Export” to save the file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type • Click “Import”
Sociological Abstracts (ProQuest)	<p>Refer to the instructions for importing references from ProQuest Databases.</p>
SpringerLink	<p><u>Import as Text File</u></p> <ul style="list-style-type: none"> • Select the record you want to export • Click on “Cite Article” • Choose “RIS (RefWorks)” • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type <p>Click “Import”</p>
Taylor & Francis	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Select the document you want to cite • Select “Download Citation” from just below the article title • On the new page under “Choose format”, select “RefWorks Direct Export” • Click “Download citations” • A new screen will open to continue to RefWorks
Theatre in Video (Alexander Street)	<p><u>Import as Text File</u></p> <ul style="list-style-type: none"> • Choose the video you want to export. • Below the video, click on “Cite this video” and select “Export RIS Format” • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type • Click “Import”
Times Literary Supplement (TLS) Historical Archive 1902-2019 (Gale)	<p>Refer to the instructions for importing references from Gale databases.</p>
Toronto Star (ProQuest)	<p>Refer to the instructions for importing references from ProQuest Databases.</p>

Database (Interface)	Export/Import Instructions
Web of Science	<p><u>Import as Text File</u></p> <ul style="list-style-type: none"> • Choose the records you want to export • From the “Export” dropdown menu, select “RIS (other reference software)” • Save the .RIS file to your computer • In RefWorks, click “Add” and select “Import References” • Drag and drop the .RIS file to the RefWorks window, or click “select a file from your computer” to upload the .RIS file • Select “RIS Format” from the dropdown menu for the file format type Click “Import”
Wiley E-Books	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Choose the records you would like to export • Select the “Export Citation(s)” option from below the “About this book” section • Tick off the records to export and click on Next • Select “RefWorks” for the Format and click on Export • Click “Download”, then “Submit Data to RefWorks”
Wiley Online Library	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Choose the records you would like to export • Click “Export Citation” under  Tools • Choose “RefWorks” from the Format and “Direct Import” from Type of import • Click “Download”, then “Submit Data to RefWorks”
Women’s Studies International (EBSCO)	Refer to the instructions for importing references from EBSCO databases .
Worldcat	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Select the record(s) you want to cite • Click Cite on the top of the page • Choose “Export to RefWorks” under “Export a citation”

You can also insert citations from Novanet (library catalogue) and Google Scholar:

Novanet <i>single item</i>	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Click on the citation icon  to the right of the record • Choose the RefWorks option from the menu that appears below the record. <p>To select from within the record:</p> <ul style="list-style-type: none"> • Select the record you want to see • Choose the RefWorks icon from below the “Send to” section
Novanet <i>multiple items</i>	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Tick the records you want to export • Scroll to the top of the results, click on the ellipses icon  and choose the RefWorks option
Novanet Classic (<i>green interface</i>)	<p><u>Direct Export</u></p> <ul style="list-style-type: none"> • Mark the records you want to export • Click “Email/Save/Export” tab • Under “Record Format”, choose “Full View” and click “Go” • Click the green “RefWorks” button to complete the export

<p>Google Scholar</p>	<p><u>Direct Export</u></p> <ul style="list-style-type: none">• Click  (Cite) for the record you want to save to RefWorks• Select “RefWorks” on the bottom of the popup page <p><u>Note:</u> You can also set up direct links to RefWorks in your results by going to Settings>Bibliography Manager>Show links to import citations into RefWorks</p>
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