REFWORKS BASICS

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902-494-2483
What is RefWorks?

• RefWorks is a bibliographic management product

• It can

  • Store references to journal articles and books
  • Insert references into your papers and create bibliographies
  • Connect to full text held by Dalhousie Libraries
Finding RefWorks

• You can find RefWorks on the Library home page

• Look for the tab marked Research Tools

• RefWorks is linked on the right-hand side of the page, in the frame
Research Tools

Make the best use of your research time

Start and finish your academic research with a Dalhousie library. We have all the tools and support you need to plan, work on or tune up any project you have in mind.

Make a work plan

Assignment Calculator: Our calculator will create a timeline for researching and writing your paper to help you meet that important deadline.

Start your research

RefWorks
RefWorks

The best way to organize your sources and citations

RefWorks is a web-based citation manager that allows you to compile, edit and format bibliographies by importing references directly from online databases or by entering them manually and inserting them into your finished paper in the citation style of your choice (e.g., APA, MLA).

Get started

- To create an account, look for "Sign Up For A New Account" on the login page.

Log in

- On campus or via the VPN service
- Off campus
  - Group Code is RWDalhousieU
  - Click on Go to Login to login to your account.

Guides and Help

- Hands-on workshops
- Webinars from RefWorks - one-hour online training sessions
- RefWorks YouTube channel (video tutorials)
- Importing references from Dai databases [PDF, 139 kB]

What RefWorks can do:

- Import references from databases using Import Filters or text files.
- Interact with MS Word to create formatted citations and bibliography in your paper.
  (Use One Line/Cite View for very portable papers, or Write-N-Cite 4 if you always write on the same computer.)
Signing up for RefWorks

• You will need to provide your Dalhousie email address to sign up.

• Your username and password can be anything you want.

• There is a code, called the “Group Code,” you currently need to log in from off-campus. You will find it on the main RefWorks information page.

• As long as you keep using your RefWorks account regularly, it will remain active, even after you graduate from Dalhousie.
RefWorks

Login to Your RefWorks Account

New to RefWorks?
Sign Up for a New Account

Login using RefWorks Credentials
Dalhousie University (not my institution)

Login Name
Password

[] Keep my session open for 14 days

Login
Forgot Your Login Information?

RefWorks at Dalhousie

If you do not have an account, sign up here.

NOTICE: Access your RefWorks account from your mobile device with RefMobile

Log in to your account here. If you do not see “Dalhousie University,” click on “not my institution” to enter your Group Code.

Tools to help you make the most of RefWorks:

- A quick guide to getting started with RefWorks.
- A guide to importing references from databases.
- A Flash tutorial outlining the basics of RefWorks.
- A schedule of hands-on workshops offered by the Libraries.

RefWorks Terms and Conditions
Create an account at Dalhousie University (not my institution)

Email Address: @dal.ca address only!

Re-enter Email Address:
jimими@yourdomain.com

Login Name:
jsmilb

Password:
at least 4 characters long.

Re-enter Password:

Keep my session open for 14 days

Forgot Your Login Information

RefWorks Terms and Conditions
Create Account

Step 1: Account Information

Your Name: [Field]

John Smith

Step 2: User Information

Area of Focus: [Field]

Select your focus area

Type of User: [Field]

Select your user type

Finished

Enjoy RefWorks!

Detect the second word:

detewsp second,
Using RefWorks--Folders

• You can organize your references using *Folders*, which allow you to create groups of references for different projects.

• A single reference can be added to as many folders as you wish, without duplicating the reference.

• Folders are solely for your convenience, so you can create as many or as few as you find useful.

• RefWorks uses an internal numbering system to keep track of the references in your account, which is never affected by putting references in folders. So you don’t need to worry that putting a reference in multiple folders will create confusion in your account.
Create a new folder here.

Folders are shown on the right side of the page.
Create New Folder

New Folder Name (Create Subfolder):

Name of folder

Create Cancel
Adding References to a Folder

• From your list of references, you can choose either a few references to add to your new folder, or all of them.

• Just use the check boxes next to the references to choose a few, or the “All In List” option at the top of the page to choose all.
### RefWorks Web Based Bibliographic Management Software - Mozilla Firefox

#### References > All References

<table>
<thead>
<tr>
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<th>Source</th>
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#### Additional Information

- **New Folder**: Create new folder
- **Create Bibliography**: Create bibliography
- **New Reference**: Add new reference

#### Search your RefWorks database

- **Search**: Search for references

#### Resources

- **Support Center**: Support Center
- **Webinars**: Webinars

#### Folders

- **My List**: My List
- **Not In Folder**: Not In Folder (11)
- **Last Imported**: Last Imported (491)
- **Anessth class**: Anessth class (12)
- **IWK folder**: IWK folder (8)
- **Miscellaneous**: Miscellaneous (7)
- **Pharm Class**: Pharm Class (8)
- **Practice**: Practice (42)
- **Shelley**: Shelley (10)
- **Standards for Nursing Ed**: Standards for Nursing Ed (47)
Adding References to RefWorks

- Many databases have an *Export/Download* function

- You search the database, mark desired records, and send them to RefWorks

- Other databases, such as PubMed, require that you save for references in a specially formatted text file

- You then log in to RefWorks to import the formatted file
Results: 15 Selected: 5

1. Total knee arthroplasty after former knee fusion in a patient with Ehlers-Danlos syndrome.
   Cormie K, Ballion B, Tsepelidis D, Vancabeke M.
   PMID: 23562740 [PubMed - indexed for MEDLINE]
   Related citations

2. Opinions among Danish knee surgeons about indications to perform total knee replacement: considerable variation.
   Troelsen A, Schroder H, Husted H.
   PMID: 22645863 [PubMed - indexed for MEDLINE]
   Free Article
   Related citations

3. Does preoperative patellofemoral joint state affect medial unicompartmental arthroplasty survival?
   PMID: 21502142 [PubMed - indexed for MEDLINE]
   Related citations

   PMID: 21511927 [PubMed - indexed for MEDLINE]
   Related citations

5. Causes and patterns of aborting a robot-assisted arthroplasty.
   Chun YS, Kim KJ, Cho YJ, Kim YH, Yoo MC, Ryu KH.
   PMID: 20647164 [PubMed - indexed for MEDLINE]
   Related citations

6. Is obesity a contraindication for minimal invasive total knee replacement? A prospective randomized control trial.
   Chalidis BE, Petsatos G, Christodoulou AG, Christoforidis J, Papadopoulos PP, Pournaras J.
   PMID: 19756688 [PubMed - indexed for MEDLINE]
Results: 15 Selected: 5

1. Total knee arthroplasty after former knee fusion in a patient with Ehlers Danlos syndrome.
   Cermaik K, Baiillon B, Tsepeleidis D, Vancabeke M.
   PMID: 23927040 [PubMed - indexed for MEDLINE]
   Related citations

2. Opinions among Danish knee surgeons about indications to perform total knee replacement showed considerable variation.
   Troedsson A, Schnede H, Husted H.
   PMID: 22849893 [PubMed - indexed for MEDLINE]
   Free Article
   Related citations

3. Does preoperative patellofemoral joint state affect medial unicompartmental arthroplasty survival?
   Berend KR, Lombardi AV Jr, Morris MJ, Hurst JM, Kavoussi JJ.
   PMID: 21902142 [PubMed - indexed for MEDLINE]
   Related citations

   PMID: 21510927 [PubMed - indexed for MEDLINE]
   Related citations

5. Causes and patterns of aborting a robot-assisted arthroplasty.
   Chun YS, Kim KJ, Cho YJ, Kim YH, Yoo MC, Ryu KH.
   PMID: 20947164 [PubMed - indexed for MEDLINE]
   Related citations

6. Is obesity a contraindication for minimal invasive total knee replacement? A prospective randomized control trial.
   Chalidis BE, Peletasidis G, Christodoulou AG, Christoforidis J, Papadopoulos PP, Pouranaras J.
   Opev Surg. 2010 Dec;16(12):1363-41. doi: 10.1097/01.nos.0000387585.85688.6f
   PMID: 19755888 [PubMed - indexed for MEDLINE]
   Related citations
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<tr>
<td>Source</td>
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<tr>
<td>Title</td>
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File Upload

Organize → New folder

- Favorites
  - Downloads
  - Recent Places
  - Desktop

- Libraries
  - System Folder

- Computer
  - System Folder

- Network
  - System Folder

- BlackBerry Desktop Software
  - Shortcut
    2.17 KB

- Dell Mobile Broadband Manager

File name: citations.nbib

Open → Cancel

References

From

Text File

<table>
<thead>
<tr>
<th>Import Filter/Data Source</th>
<th>PubMed</th>
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</table>

Database: PubMed

Select Text File: Browse → No file selected

Encoding: ANSI - Latin 1

Specify only if you specifically set the encoding when saving the text file; otherwise leave it as is.

- From Text
- From EndNote Database

Import To

(Invoke that references are also put in the Last Imported folder)

Import Into Folder: None

Import

Ref ID 6226
Title: Journal of cross-cultural gerontology

Folders: 1 Physical Journal

Get it (DAD)
Import References

Import completed - 5 references imported

▶ Import Log
▶ Duplicate Checking Options
Writing with RefWorks

• RefWorks can insert citations into your papers, and generate formatted bibliographies

• Two methods are used: Write N Cite, and One-Line Citation

• The One-Line Citation method, because it involves no hidden codes, is a safer option for distance work
One-Line Citation Method

• In One-Line Citation, you generate a piece of code in RefWorks, then copy and paste it into your paper in the place where the citation will go.

• When your paper is complete, with the RefWorks codes in place, you can save it and create a second, formatted version.

• Whatever version of Word you have, you should always save your draft version as Word 97-2003, the “.doc” format.
Choose the references you want to use.

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<td>51908</td>
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<td>The use of CAM and conventional treatments among primary care consulters with chronic musculoskeletal pain</td>
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<td>51964</td>
<td>Banks Marian R.; Willoughby Lisa M.; Banks William A.</td>
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<td>Animal-assisted therapy and loneliness in nursing homes: Use of robotic versus living dogs</td>
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<td>Journal of the American Medical Directors Association, 2008, 9, 3, 173-177</td>
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<td>5172</td>
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<td>The effects of animal-assisted therapy on loneliness in an elderly population in long-term care facilities</td>
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<td>Journals of Gerontology Series A-Biological Sciences and Medical Sciences, 2002, 57, 7, M428-M432</td>
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<td>5123</td>
<td>Barker S.B.; Pandurangi A.K.; Best A.M.</td>
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<td></td>
<td>Effects of animal-assisted therapy on patients' anxiety, fear, and depression before ECT</td>
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<td>JECT, 2003, 19, 1, 38-44</td>
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<tr>
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<td>Pet Therapy Practice</td>
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</tbody>
</table>
Select and copy the text from the Citation Viewer.
This is a test. {{51972 Banks.MR 2002; 51923 Barker.S.B. 2003;}}

Paste the code into your paper.
Save your paper as a Word 97-2003 file, “doc.”
Use the drop-down to select your output style, and then select the file with the RefWorks coding in it.
Choose the file with the RefWorks coding in it. Click “Open.”
This is a test. (Banks & Banks, 2002; Barker, Pandurangi, & Best, 2003)

References

Tutorials from RefWorks

• For more advanced help with RefWorks, try the tutorials on the RefWorks YouTube channel:

• http://www.youtube.com/user/ProQuestRefWorks
• Other questions?

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• 494-2483