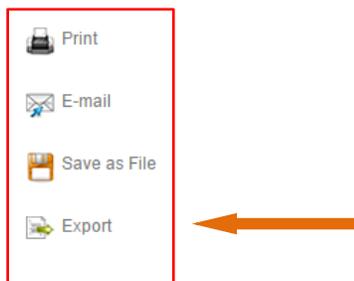


## Getting citations into Refworks from various sources

**\*\*NOTE\*\* To import webpage info (not for PDFs from the web), try installing the RefGrab-It tool from RefWorks (from the Tool tab), just click and drag it to your Favorites Toolbar**

### CINAHL:

1. Save your citations into your Folder.
2. Open your Folder and select the citations you want to send (or Select All).
3. Click the Export icon.



4. Select the Radio Button for Direct Export to Refworks
5. Click Save.
6. Log into Refworks when you see the prompt.



### PubMed: One Citation at a time:

1. Click on the title for an item you want to import to Refworks.
2. Click the GetIt@Dal icon 
3. Look for the Export tool under Citation
4. Click GO 
5. Log into Refworks as requested.

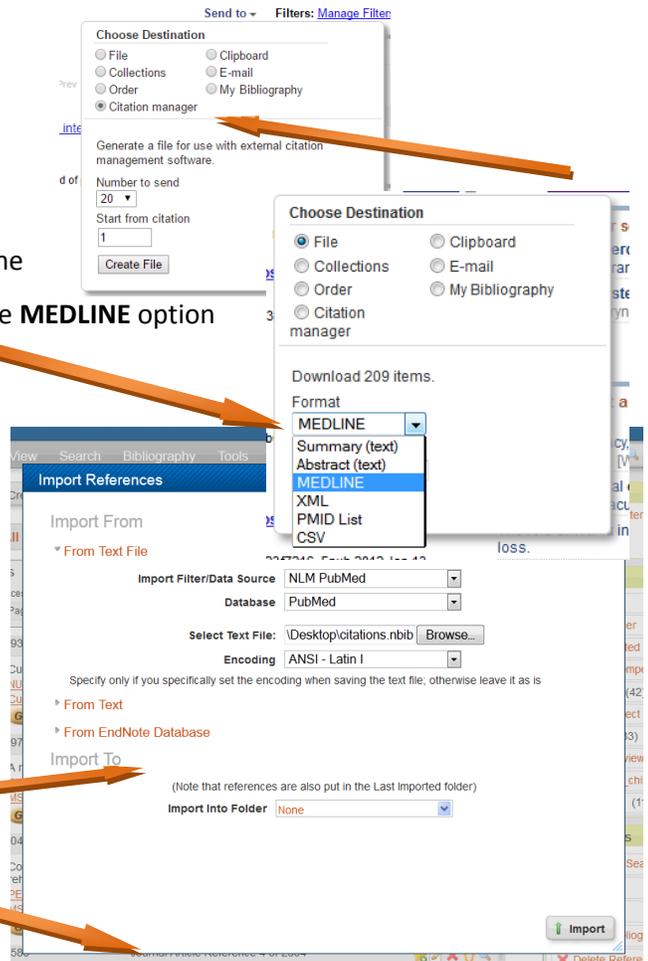


**Note:** RefGrab-it will also work and is available in RefWorks under Tools. Just click and drag it to your Favourites Toolbar

### A group of citations all at once:

1. Click the radio buttons beside the desired articles.
2. From the **Send To** menu, choose **Citation manager**,
3. Click **Create File** then click **OK**
4. The records will be saved to the location of your choice in a file called **citations.nbib**

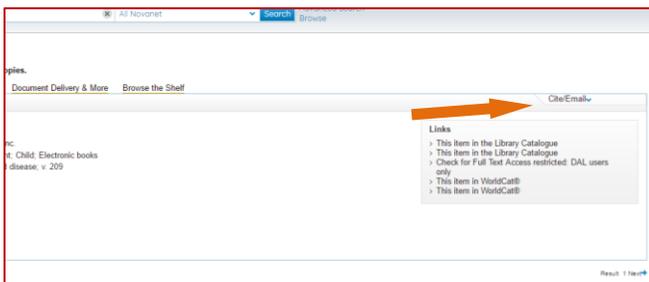
**Note:** If you have more than 200 citations in a set, or need to open the file to check it, choose **File** as the destination. Make sure to select the **MEDLINE** option for the format



5. Login to Refworks at this point.
6. Under **References** select **Import**.
7. Select **NLM PubMed** from the dropdown list for Import Filter/Data Source.
8. Browse to find your **.nbib** or **.txt** file
9. Select the Folder you want the citation to go into.
10. Click **Import**.

## NovaNet: Exporting a single record

1. Click on the title for an item you want to import to Refworks.

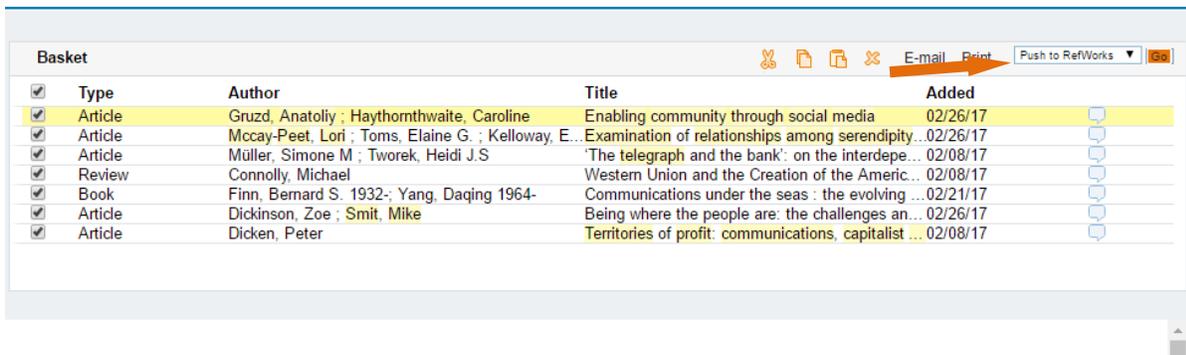


2. Click on the Cite/Export menu.
3. Select "RefWorks" in the menu.
4. Login to your Refworks account and records are automatically imported.

## Exporting your e-shelf

1. Sign into your account.
2. Perform search and mark records you wish to export by clicking the star between the image and the title or by going into the record, clicking the cite/email menu and choosing add to e-shelf.

3. On the results page click on the "e-shelf".
4. Select the articles that you wish to export or select the entirety of your e-list.
5. Select "Push to RefWorks" from the drop-down menu and click Go.



6. Login to your Refworks account.
7. Records are automatically imported into the Last Imported Folder.

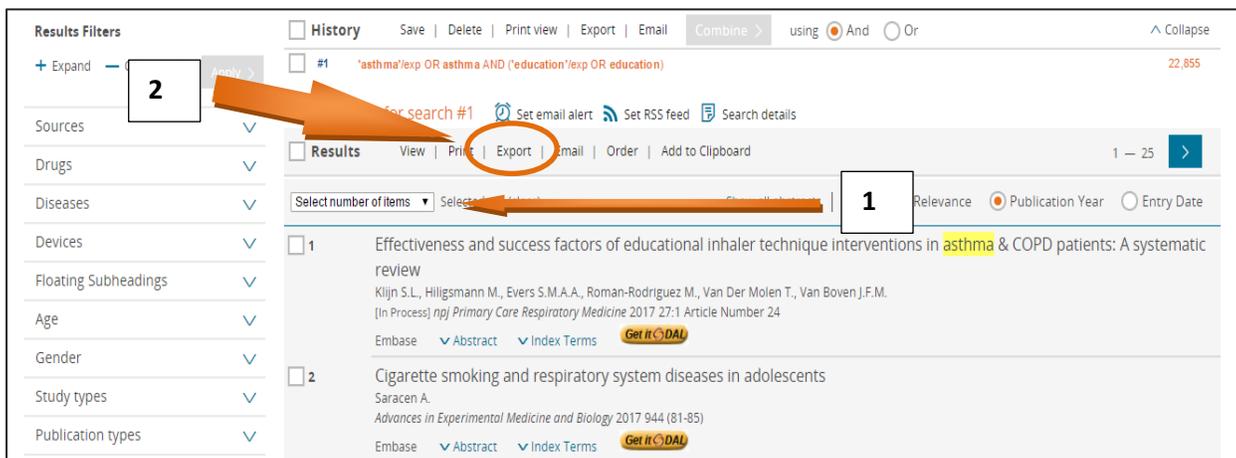
### Google Scholar – setting it up for Full Text @ Dalhousie Libraries

1. Go to Google Scholar <http://scholar.google.ca/>
2. Go to **Settings** and select "**Library links**"
3. Enter **Dalhousie** in the search box
4. Click the box in front of *Dalhousie University – Full Text @Dal Libraries*
5. Click **Save**

### Google Scholar – setting it up for Refworks

1. Go to **Settings** and select **Search results**
2. Under **Bibliography Manager** select **Refworks** from the list
3. Click **Save**

### EMBASE – Direct export



Embase®

3

Export Data

Export format:

- RIS format (Mendley, EndNote)
- RIS format (Mendley, EndNote)**
- RefWorks Direct Export
- CSV - Fields by Row
- CSV - Fields by Column
- Plain Text
- AD: Correspondence address
- C1: Drug trade names
- C2: Drug manufacturers
- C3: Device trade names
- C4: Device manufacturers
- DB: Name of Database
- DO: Digital Object Identifier (DOI)
- EP: End page
- ER: End of record
- IS: Issue
- JF: Journal Title (full)
- JO: Journal Title
- KW: Keyword
- 1 ? - Full text link

Cancel > Export >

4

Cigarette smoking and respiratory system diseases in adolescents  
Saracen A.  
Advances in Experimental Medicine and Biology 2017 944 (81-85)

embase  
BIOMEDICAL ANSWERS

Ready for Export

Successful exporting to Refworks can be prevented by an active popup blocker. Please check your browser settings to enable pop-ups.

Your data is ready to be submitted to RefWorks.

Close Window Submit to Refworks

5

RefWorks

Import References

Import completed - 182 references imported

- Import Log
- Edit Imported References
- Duplicate Checking Options

6

References > All

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## Attaching PDFs or other documents to the record in RefWorks

Click on the edit icon to open the full record:



Ref ID 349 Journal Article Reference 4 of 7057

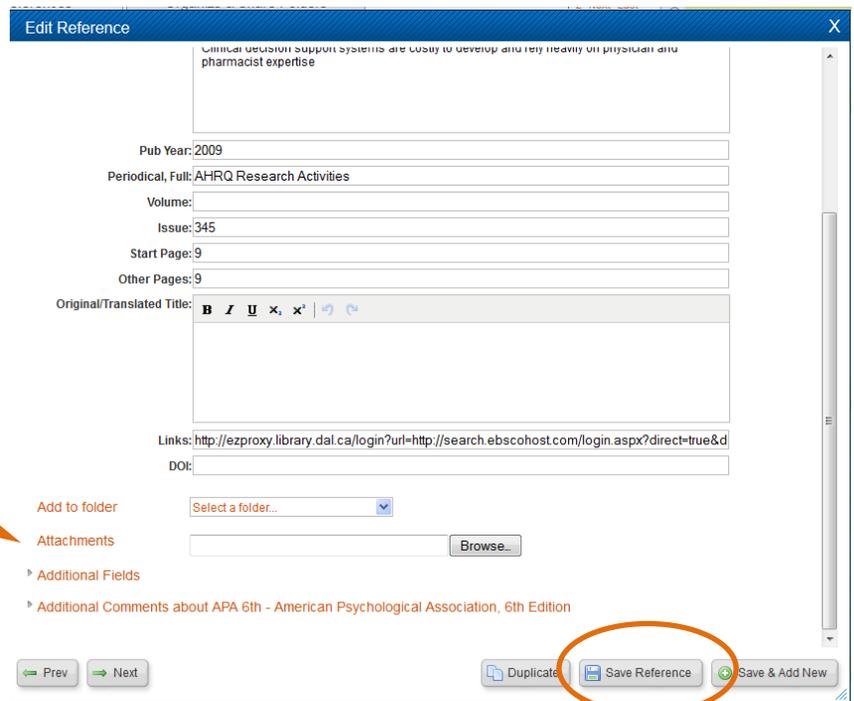
Title Clinical decision support systems are costly to develop and rely heavily on physician and pharmacist expertise

Source [RES ACTIVITIES](#), 2009, 345, 9-9

[Get it DAL](#)

A pop-up window will appear...

Scroll down to Attachments and click on Browse to locate the PDF of the article you have previously saved to a location on your computer



Original/Translated Title: **B I U x, x'**

Links: <http://ezproxy.library.dal.ca/login?url=http://search.ebscohost.com/login.aspx?direct=true&d>

DOI:

Add to folder: Select a folder...

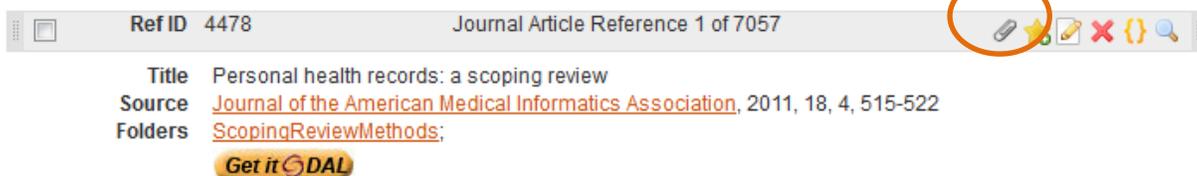
Attachments:

Additional Fields

Additional Comments about APA 6th - American Psychological Association, 6th Edition

Once the attachment has been added, remember to click Save Reference before closing the window.

Records with attachments will show a paperclip icon on the upper left side



Ref ID 4478 Journal Article Reference 1 of 7057

Title Personal health records: a scoping review

Source [Journal of the American Medical Informatics Association](#), 2011, 18, 4, 515-522

Folders [ScopingReviewMethods;](#)

[Get it DAL](#)