

This table explains how to export/import references from individual databases to RefWorks. It is best to open RefWorks before you start to export/import.

Note: for some databases you may need to ensure pop-ups are allowed.

Database	Exporting references	Importing to RefWorks
ACM Digital Library	Open the reference you want to export and select from the Tools and Resources box. A new window will appear, click Download. Save as .bib file.	Select 'Add' then 'Import References'. Choose 'Select file from your computer'. Then type ACM into the search box and choose BiBTeX [ACM Digital Library (BiBTeX format)] and click Import.
Art Full Text	See CINAHL Complete.	See CINAHL Complete.
ASSIA (or any other ProQuest databases)	Select references you want by clicking the check boxes. From the Save menu choose RefWorks. Click 'Continue'.	In RefWorks, check the references have been imported successfully.
British Education Index	See CINAHL Complete.	See CINAHL Complete.
British Nursing Index	See ASSIA.	See ASSIA.
British Periodicals	See ASSIA.	See ASSIA.
Business Source Premier	See CINAHL Complete.	See CINAHL Complete.
CINAHL Complete (or any other EBSCO databases)	Select records by clicking on the blue folder icon. Click on 'Folder' at the top of page Select references. Select the 'Export' icon. Select 'Direct Export to RefWorks'. Click 'Save'.	In RefWorks, check the references have been imported successfully.
Cochrane Library	Select references by clicking the check boxes. Select 'Export selected citation(s)'. On the popup screen, select RefWorks. Then tick to include the abstract/s if wanted and Download the RIS format file.	In RefWorks, click on + (Add). Choose Import references and follow the instructions to Import from a file the downloaded RIS format file. In the pop-up window, ensure it shows the file as being RIS format, and choose RIS format again from the drop-down menu. Click Import.
COPAC (National, Academic and Specialist Library Catalogue)	To export items one at a time... On the individual reference screen, click on Export as link, Choose: EndNote, Zotero and click on Export Save the file as a RIS format file.	In RefWorks, click on + (Add). Choose Import references and follow the instructions to Import from a file the downloaded RIS format file. In the pop-up window, ensure it shows the file as being RIS format, and choose RIS format

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		again from the drop-down menu. Click Import.
Emerald Management e-Journals	Select references by clicking the check boxes. From drop-down menu beside For selected items [Please select], choose Download Citation On the next screen, choose format: RefWorks, ensure the Direct import box is ticked, and click on Download article citation data. When the screen reformats, click on Submit data to RefWorks.	In RefWorks, check the references have been imported successfully.
Film Index International	See ASSIA.	See ASSIA.
Google Scholar	Click Settings. At Bibliography Manager, tick "Show links to import citations into" and choose RefWorks from the drop-down menu. Click on 'Save'. When next you run a search, click "Import into RefWorks" below any reference you want.	In RefWorks, check the references have been imported successfully.
Humanities Index	See ASSIA.	See ASSIA.
IEEE Xplore/IEL	Select articles by clicking the check boxes. Choose Export, then Citations and use RIS format. Click on Export.	Open RefWorks and choose +Add, then Import references. Upload the RIS file and choose IEEE/IEE Electronic Library (IEL) as the RIS Format, then select Import.
IngentaConnect	Select articles by Adding to Favourites. Under Tools, select 'Export options' and choose EndNote to allow them to be saved in RIS format.	In RefWorks, click on + (Add). Choose Import references and follow the instructions to Import from a file the downloaded RIS format file. In the pop-up window, ensure it shows the file as being RIS format, and choose RIS format again from the drop-down menu. Click Import.
International Bibliography of Theatre and Dance	See CINAHL Complete.	See CINAHL Complete.
JSTOR	Select references by clicking the check boxes. Near the top of the screen, click on Export	In RefWorks, check the references have been imported successfully NB You can register

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	Selected Citations and select Export to RefWorks.	for a MyJSTOR account for extra features.
LexisLibrary and LexisLibrary Newspapers	This only lets you export items one at a time ... on the Journals or News tab, run your search. Click on the title of an article you want to export. Look for the Export Bibliographic References icon near the top of the webpage (it is not always available). Check that it shows RefWorks Direct Export as the format and click on Export.	In RefWorks, check the references have been imported successfully. You may need to edit the record as information may appear in the wrong field, e.g. the journal details may be in the title field. Use the details in the title field to fill in the correct boxes.
Maternity and Infant Care (or any other OVID databases)	Select references by clicking the check boxes. Click on Export. On the Export Citation(s) popup screen, select RefWorks under Format, select any other export options required, and click on Export.	In RefWorks, check the references have been imported successfully.
MEDLINE	See Maternity and Infant Care.	See Maternity and Infant Care.
Oxford Journals	To export items one at a time... On the item reference screen, choose Cite. On the pop-up Citation window, click on RefWorks.	In RefWorks, check the references have been imported successfully.
Periodicals Archive Online	See ASSIA.	See ASSIA.
Project Muse	Mark the record/s you want by clicking Save beneath the relevant record/s, to save them to MyMUSE Library. Click on the link to MyMUSE Library, choose Cite Library Items, select the items as appropriate and click on Export to RefWorks.	In RefWorks, check the references have been imported successfully.
PsycINFO	See Maternity and Infant Care.	See Maternity and Infant Care.
RILM (Abstracts of Music Literature)	See CINAHL Complete.	See CINAHL Complete.
ScienceDirect	Select references by clicking the check boxes. Click on Export. On the popup Export window, choose Save to RefWorks.	In RefWorks, check the references have been imported successfully
Social Policy and Practice	See Maternity and Infant Care.	See Maternity and Infant Care.
SPORTDiscus	See CINAHL Complete.	See CINAHL Complete.

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Taylor and Francis Online Journals	To export items one at a time... On the individual reference screen, click on Download citation link. Choose format: RefWorks Direct Export, amend other export options as required and click on Download citations.	In RefWorks, check the references have been imported successfully.
Web of Science	Select multiple references as you move through the pages of results. Remember to Add to Marked List before you move on to the next page. Click on Marked List. At Step 3, Select destination choose: Save to RefWorks. For references from a single page, choose Save to RefWorks at the top or bottom of the page and on the popup, choose the appropriate Record Content and click Send.	In RefWorks, check the references have been imported successfully