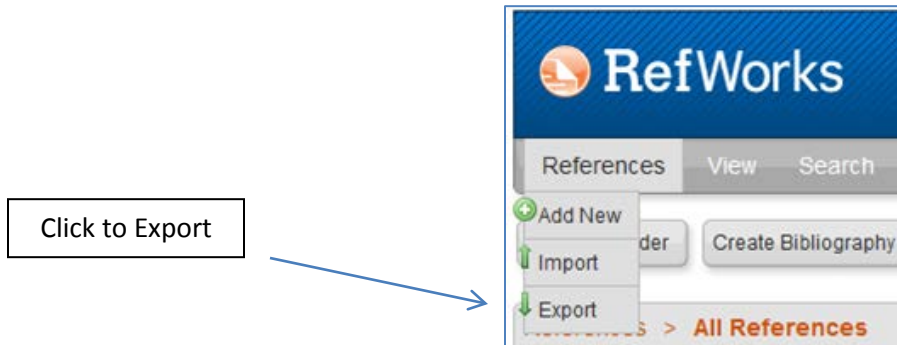


## Quick Guide: Exporting from RefWorks

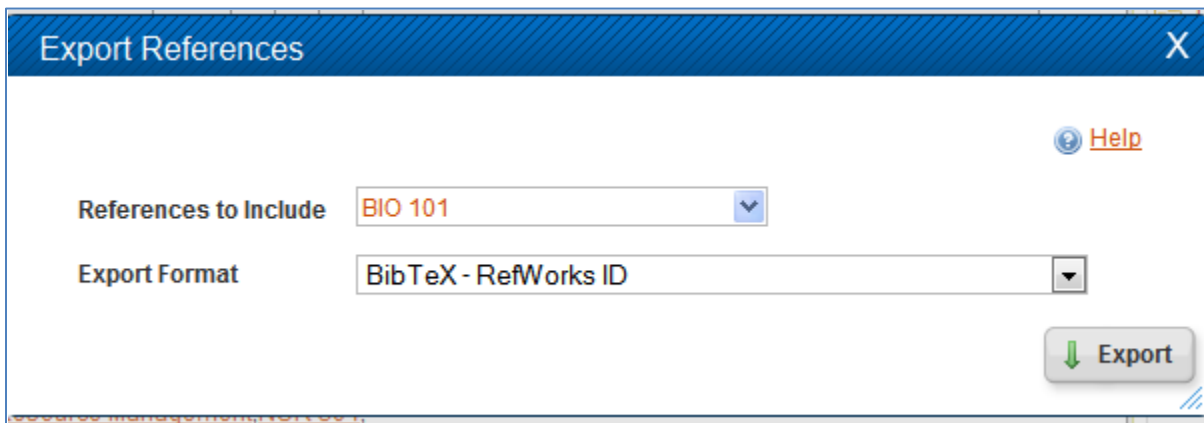
### Folke Bernadotte Memorial Library, Gustavus Adolphus College

To export a copy of all or part of your RefWorks database to your computer:

1. From the **References** menu select **Export**. Select either **All References**, **My List** or a specific **Folder**.



2. Under **Export Format** select the format you want to create.
  - Bibliographic Software (use for EndNote, Reference Manager, ProCite)
  - BibTeX – Ref ID (use for Zotero)
  - Citation List
  - RefWorks Tagged Format
  - RefWorks XML Format
  - Tab Delimited
  - XML



3. Click the **Export** button. Your references will be exported as a .txt file.
4. Follow your browser's instructions for viewing the file and be sure to save the file before closing.

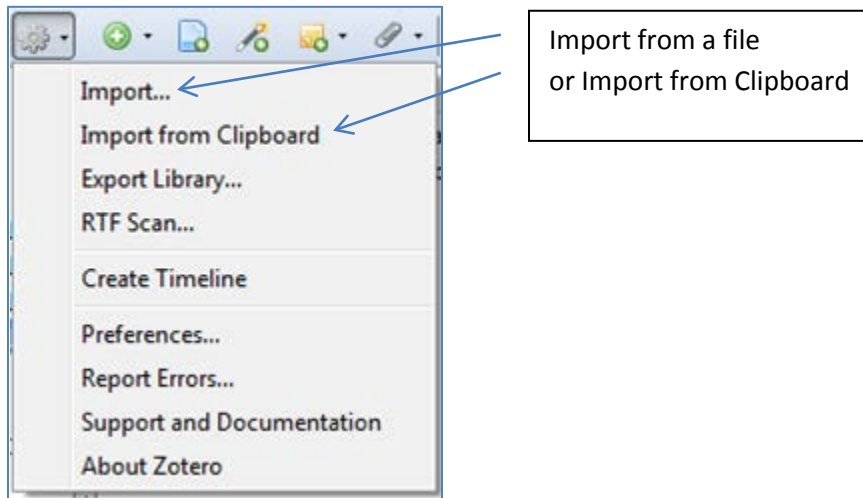
**For instructions on importing your RefWorks file into Zotero or EndNote Web, see below.**

## Quick Guide: Importing a RefWorks file into Zotero

### Folke Bernadotte Memorial Library, Gustavus Adolphus College

Once you've exported your references from RefWorks, you can import them into Zotero. Remember to select the BibTeX – Ref ID format when you export from RefWorks.

1. In your Zotero account, click on the gear icon and select "Import."
2. Browse to your file, select it, and click open.

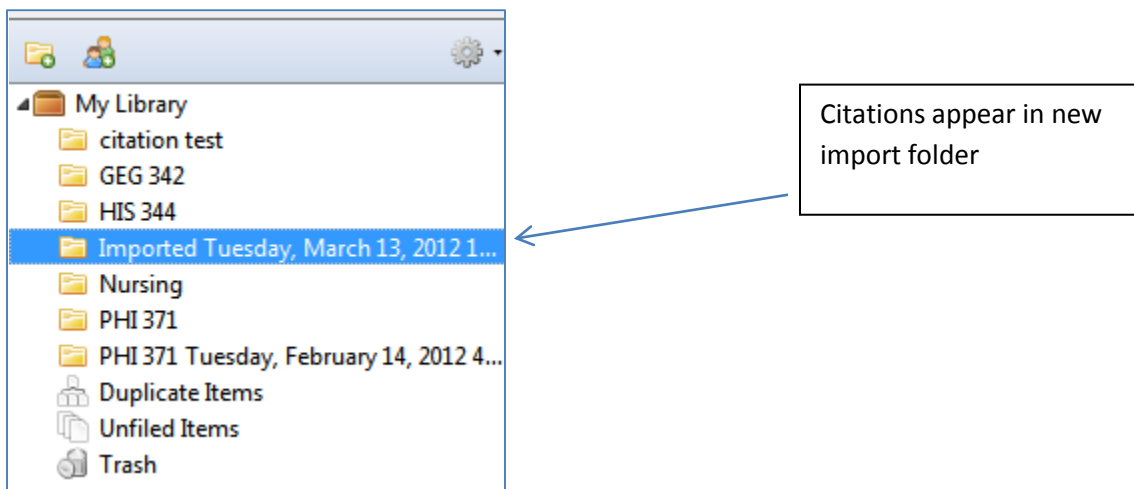


The collection should now appear in your Zotero library in a uniquely named import folder.

If importing from a file does not work, follow these instructions:

1. Open your RefWorks export file (.txt file), Select all, and Copy.
2. Open Zotero, click the gear icon, and select "Import from Clipboard."

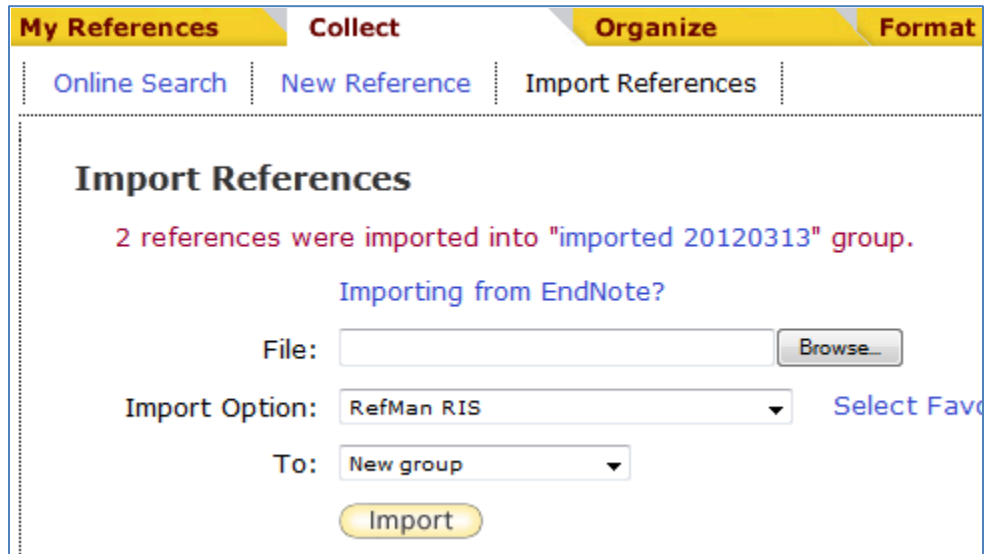
The collection should now appear in your Zotero library in a uniquely named import folder.



## Quick Guide: Importing a RefWorks file into EndNote Web Folke Bernadotte Memorial Library, Gustavus Adolphus College

Once you've exported your references from RefWorks, you can import them into Zotero. Remember to select the BibTeX – Ref ID format when you export from RefWorks.

1. In your EndNote Web account, go to the Collect tab and select the Import References link.
2. Select your RefWorks export file.
3. Select Import Option: RefMan RIS.
4. Select the group in which you want to save your imported citations.
5. Click Import.



The screenshot shows the 'Import References' page in the EndNote Web interface. At the top, there are four tabs: 'My References', 'Collect', 'Organize', and 'Format'. Below these, there are three sub-tabs: 'Online Search', 'New Reference', and 'Import References'. The 'Import References' sub-tab is active. The main heading is 'Import References'. Below this, a message states: '2 references were imported into "imported 20120313" group.' followed by the text 'Importing from EndNote?'. There are three input fields: 'File:' with a 'Browse...' button, 'Import Option:' with a dropdown menu set to 'RefMan RIS', and 'To:' with a dropdown menu set to 'New group'. An 'Import' button is at the bottom. A partially visible link 'Select Favo' is on the right.

Your imported references should now appear in the group in which you saved them.