From Databases to RefWorks

This handout will provide some basic information about how to export references from some of the most common of the library databases to your RefWorks account.

**Ebscohost Databases (Academic Search Premier, Business Source Premier, Medline with MESH, etc)**

1. Search as normal in the database.
2. When you find articles that you are interested in adding to RefWorks, then click on the Add to Folder button.
3. When you are ready to export the items, click on the Folder View on the right hand side of the screen.
4. In Folder View, select the Export link on the right hand side of the screen.
5. Then select Direct Export to RefWorks and then click the Save button.
6. You will be prompted to log into RefWorks (if you are not already logged in).
7. It will then import the items into your RefWorks account.

**ProQuest Databases (Criminal Justice Periodicals, Newspaper Databases)**

1. Search as normal in the database.
2. When you find articles that you are interested in adding to RefWorks, then place a check mark in the box next to the item.
3. When you are ready to export the items, click on Export found above the results.
4. Select the link to Export Directly to RefWorks.
5. You will be prompted to log into RefWorks (if you are not already logged in).
6. It will then import the items into your RefWorks account.

**Watch a RefWorks online tutorial**

To learn how to use RefWorks, you can watch tutorials available at [http://www.refworks.com/tutorial/](http://www.refworks.com/tutorial/)

**Need more help?** Stop by the Reference desk, email refuser@umes.edu, or call us at 410-651-7937.