



Import Instructions

Contents

(click on the data vendor name for instructions)

[ABC-CLIO](#)

[ACM Digital Library](#)

[ACM Online Guide to Computing Literature](#)

[ACS \(American Chemical Society\)](#)

[Agricola \(USDA National Agricultural Library\)](#)

[Blackwell Synergy](#)

[BMJ.com \(British Medical Journal Online\)](#)

[Cambridge Journals Online](#)

[Chadwyck Healey](#)

[CQ Press](#)

[EBSCOhost](#)

[EBSCOhost EJS \(Electronic Journals Service\)](#)

[Emerald](#)

[ERIC \(Education Resources Information Center\)](#)

[GALE InfoTrac Web](#)

[Google Scholar](#)

[Highwire Press](#)

[IEEE/Xplore](#)

[Ingenta](#)

[JSTOR](#)

[Lexis/Nexis](#)

[Live Search Academic](#)

[MathSciNet \(AMS\)](#)

[Nature](#)

[OCLC FirstSearch](#)

[Project Muse](#)

[PsycINFO Direct \(APA Website\)](#)

[PubMed](#)

[ScienceDirect](#)

[SciFinder Scholar](#)

[Scirus](#)

ABC-CLIO

For Direct Export:

1. Conduct a search and mark the records you want by clicking the **Tagged** box.
2. Click on the **Output Options** button.
3. Select **Short Entry** if you just want the citation or **Full Entry** if you want the abstract to be included with the citation information.
4. In the **Output Type** area, select **RefWorks Export** and click Submit to initiate a direct export.
5. Click on the link to log into your **RefWorks** account
6. Log into RefWorks and your records should automatically appear in the **Last Imported** folder.

To Manually Save and Export Records:

1. Mark the records you wish to save by clicking the **Tagged** box.
2. Click on the **Output Options** button.
3. Choose **Entry Format Full Records** and **Request Entry Tagged**.
4. Choose **Output Type ASCII Display** and click Submit.
5. Using your browser's **Save As** function, navigate to the local drive and directory where you want to save the file.
6. Select **Text** as the file type.
7. Click **Save**.
8. Log in to **RefWorks**.
9. Select **References/Import** from the toolbar.
10. Select **ABC-CLIO** as the data source and select the appropriate database.
11. **Browse** to find the text file you saved to your computer.
12. Click **Import**.
13. Your records should appear in the **Last Imported Folder**.

ACM Digital Library

1. View a citation you wish to save in **full format**.
2. Click the link to **Display in BibTeX** format.
3. If you have multiple records you want to import, copy and paste the results into a Document and **Save As** a plain text .txt file.
4. Log in to **RefWorks**.
5. Select **References/Import** from the toolbar.
6. Select **BibTeX** as the data source and **ACM Digital Library** as the database.
7. **Browse** to find the text file you saved to your computer.
8. Click **Import**.
9. Your records should appear in the **Last Imported Folder**.

ACM Online Guide to Computing Literature

1. View the full citation.
2. Click on **Display in BibTeX** format.
3. Copy and paste the results into a document and **Save As** a plain text .txt file.
4. Log in to **RefWorks**.
5. Select **References/Import** from the toolbar.
6. Select **BibTeX** as the data source and **ACM Digital Library** as the database.
7. **Browse** to find the text file you saved to your computer.
8. Click **Import**.
9. Your records should appear in the **Last Imported Folder**.

ACS (American Chemical Society)

Note: You can only export one record at a time from the the ACS website.

For Direct Export:

1. Conduct your search.
2. Select the records you want to export and click **Download to Citation Manager**.
3. Select **RefWorks** in the **Choose a Citation Manager Format** drop-down and click the **Download** button.
4. Click the **Export to RefWorks** button.
5. Your records should appear in the **Last Imported Folder**.

Agricola (USDA National Agricultural Library)

1. Conduct your search and mark the records you want to import.
2. Under **Select Records** (at the bottom of the page), make your selection.
3. From the **Select Format** drop-down, select **Full Record**.
4. Click on **Format for Print or Save** button.
5. Using your browser's **Save As** function, navigate to the local drive and directory where you want to save the file.
6. Select **Text** as the file type.
7. Click **Save**.
8. Log in to **RefWorks**.
9. Select **References/Import** from the toolbar.
10. Select **Endeavor Voyager** as the data source and **Agricola** as the database.
11. **Browse** to find the text file you saved to your computer.
12. Click **Import**.
13. Your records should appear in the **Last Imported Folder**.

Blackwell Synergy

For Direct Export:

1. Conduct your search and select (**Highlight**) the records you wish to save.
2. Select **Download all highlighted abstracts to Citation Manager**.
3. Select **Citation for this article** or **Citation and abstract for this article**.
4. Select **RefWorks** format (make sure the **Direct Import** option is selected).
5. Click the **Download references** button.
6. Your records should appear in the **Last Imported Folder**.

To Manually Save and Export Records:

1. Conduct your search and select (**Highlight**) the records you wish to save.
2. Select **Download all highlighted abstracts to Citation Manager**.
3. Select **Citation for this article** or **Citation and abstract for this article**.
4. Select **Medlars** format and deselect **Direct Import**.
5. Click the **Download references** button.
6. Select the location where you want to save the file, type the name you want and select **Text** as the **Save As Type**.
7. Click **Save**.
8. Log in to **RefWorks**.
9. Select **References/Import** from the toolbar.
10. Select **NLM PubMed** as the data source and **PubMed** as the database.
11. **Browse** to find the text file you saved to your computer.
12. Click **Import**.
13. Your records should appear in the **Last Imported Folder**.

BMJ.com (British Medical Journal Online)

For Direct Export:

1. Select the item you wish to save.
2. Select **Download to Citation Manager** and the **Go** button.
3. Click **Download all selected citations to Citation Manager**.
4. Choose **RefWorks** format.
5. Save the file to disk.
6. Log in to **RefWorks**.
7. Your records should appear in the **Last Imported Folder**.

To Manually Save and Export Records:

1. Select the item you wish to save.
2. Select **Download to Citation Manager** and the **Go** button.
3. Click **Download all selected citations to Citation Manager**.
4. Select the **Reference Manager** format
5. Save the file to disk.
7. Log in to **RefWorks**.
8. Select **References/Import** from the toolbar.
9. Select **RIS Format** as the data source and **RIS Format** as the database.
10. **Browse** to find the text file you saved to your computer.
11. Click **Import**.
12. Your records should appear in the **Last Imported Folder**.

Cambridge Journals Online

1. Select the item you wish to save.
2. Select **Save/Export/View Citation**.
3. Click **Export Citation**.
4. Choose **File Format: RIS**.
5. Click **Download**.
6. Save the file to disk.
7. Log in to **RefWorks**.
8. Select **References/Import** from the toolbar.
9. Select **RIS Format** as the data source and **RIS Format** as the database.
10. **Browse** to find the text file you saved to your computer.
11. Click **Import**.
12. Your records should appear in the **Last Imported Folder**.

Chadwyck Healey

Note: Some Chadwyck Healey databases have a direct export option (PCI for example) and others have only a save to text file option or an e-mail option.

For Direct Export:

1. Conduct a search and select your records to export.
2. Click on **Selected Records**.
3. Click on the link that says **Export Directly to RefWorks**.
4. Log into **RefWorks** and your records should automatically appear in the **Last Imported** folder.

To Manually Save and Export Records:

1. Conduct a search and select your records to export by clicking on **Add Selected Records to Marked List**.
2. Click on **Marked List**.
3. Select **Download**.
4. In the **Select Download Format** area, select **RefWorks (RIS)**.
5. Click the **download button** and select the location where you want to save the file, type the name you want and select **Text** as the Save As Type
6. Click **Save**.
7. Log in to **RefWorks**.
8. Select **References/Import** from the toolbar.
9. Select **RIS Format** as the data source and **RIS Format** as the database.
10. **Browse** to find the text file you saved to your computer.
11. Click **Import**.
12. Your records should appear in the **Last Imported Folder**.

To Email records for import:

1. Conduct your search.
2. Select your records to export and click on the **Add Selected Records to Marked List**.
3. Close the window that pops up telling you the records have been added.
4. Click on **Marked List**. **Note:** You will need to open the list for each area and export each area separately
5. Select **Email Records**.
6. Under **Citation Format**, select **RefWorks** and select **Plain Text** as the email option.
7. Click **Send**.

8. Open your email and either **Select all** text or select and **copy** the two letter tagged information.
9. Log into **RefWorks**.
10. Select **References/Import** from the toolbar.
11. Select **RIS Format** as your data source and **RIS Format** as your database
12. Paste the information copied from the email into the text box in the **Import Data from the Following Text** area.
13. Click **Import**.
14. Your records should appear in the **Last Imported Folder**.

CQ Press

For Direct Export:

1. Conduct your search.
2. Click the **Cite Now!** button at the top of the record you would like to export. Note: you can only export one record at a time.
3. A separate window will pop up.
4. Choose **Export citation to: RefWorks**.
5. The reference is automatically exported to **RefWorks**.
6. Your records should appear in the **Last Imported Folder**.

CSA Illumina

For Direct Export:

1. Conduct your search.
2. Select the records you want to export and click the **RefWorks**
Note: if you do not see a **RefWorks** link, click on the **Save, Print, Email** link
3. Click the **Export to RefWorks** button and the references are automatically exported to RefWorks.
4. Your records should appear in the **Last Imported Folder**.

To Manually Save and Export Records:

1. After you perform your search and are at the results window, click **Save/Print/E-mail** link.
2. Select either **Marked References** or **Use Records from the Current Search**.
3. Select **Full Format**.
4. Scroll down the page and select the file type you want and click **Save**.
5. You will be prompted to either **Open** or **Save** the file (which is already named and is a text file).

If you select open, then the references appear in your browser window and from the **File** menu select **Save As**.

6. Select the location where you want to save the file, type the name you want and select **Text** as the **Save As Type**.
7. Log in to **RefWorks**.
8. Select **References/Import** from the toolbar.
9. Select **CSA** as the data source and the appropriate database as the database.
10. **Browse** to find the text file you saved to your computer.
11. Click **Import**.
12. Your records should appear in the **Last Imported Folder**.

EBSCOhost

For Direct Export:

1. Conduct a search.
2. Click on the **Add** folder icon to the right of any results you want to save.
3. Click on the **Folder has items** link, above the **Results List** on the right side of the screen.
4. Click on **Export**.
5. Click the radio button in front of **Direct Export to RefWorks** to initiate a direct export.

Note: Uncheck the **Remove these items from folder after saving option**, if you want items to remain in the folder after performing the export function.

7. Click the **Save** button to begin the direct export.
8. Your records should appear in the **Last Imported Folder**.

To Manually Save and Export Records:

1. Click on the **Add folder** icon to the right of any results.
2. Click on the **Folder has items link**, above the **Results List** on the right side of the screen.
3. Click on **Export**.
4. Click the radio button in front of **Generic bibliographic management software**.

Note: Uncheck the **Remove these items from folder after saving option**, if you want items to remain in the folder after performing the export function.

6. Click **Save**.
7. From the **File** menu select **Save As**.
8. Select the location where you want to save the file, type the name you want and select **Text** as the **Save As Type**.
9. Log in to **RefWorks**.
10. Select **References/Import** from the toolbar.
11. Select **EBSCOhost** as the data source and the appropriate database you searched from.
12. **Browse** to find the text file you saved to your computer.
13. Click **Import**.
14. Your records should appear in the **Last Imported Folder**.

EBSCOhost EJS (Electronic Journals Service)

1. Conduct your search and mark the items wish to import.
2. When you are ready to export, click on the **Marked Items** link.
3. Click on **Export to Citation Manager**.
4. Using your browser's **Save As** function, navigate to the local drive and directory where you want to save the file.
5. Select **Text** as the file type.
6. Click **Save**.
7. Log in to **RefWorks**.
8. Select **References/Import** from the toolbar.
9. Select **RIS Format** as the data source and database.
10. **Browse** to find the text file you saved to your computer.
11. Click **Import**.
12. Your records should appear in the **Last Imported Folder**.

Emerald

1. Conduct your search and add the records you want to import to your marked list.
2. Click on **Marked List** on the left-hand side of the screen.
3. Click on **Display for Download (ASCII)**.
4. Using your browser's **Save As** function, navigate to the local drive and directory where you want to save the file.
5. Select **Text** as the file type.
6. Click **Save**.
7. Log in to **RefWorks**.
8. Select **References/Import** from the toolbar.
9. Select **Emerald** as the data source and **All databases** as the database.

10. **Browse** to find the text file you saved to your computer.
11. Click **Import**.
12. Your records should appear in the **Last Imported Folder**.

ERIC (Education Resources Information Center)

1. Conduct your search and add the records to **My Clipboard**.
2. When you are ready to export, click on **My Clipboard**.
3. Click on **Export Citations**.
4. Select **Citation Manager File** as the file type to export.
5. You will be prompted to save your **.ris** file. Choose a location, give the file a name and click save.
6. Log in to **RefWorks**.
7. Select **References/Import** from the toolbar.
8. Select **ERIC** as the data source and database.
9. **Browse** to find the text file you saved to your computer.
10. Click **Import**.
11. Your records should appear in the **Last Imported Folder**.

GALE InfoTrac Web

1. Conduct your search and mark the records you want to import.
2. Click on **view your marked list**.
3. In the **e-mail delivery options**, select **full article** and email the list to yourself. You will get a single e-mail for each record in your marked list.
4. When you get the e-mails, open the message.
5. Open your **word processor** and **copy and paste** the information from each email into the blank document.
6. After copying and pasting, save the document using the **Save As** feature and save the file type as **.txt** (not .doc)

7. Log in to **RefWorks**.
8. Select **References/Import** from the toolbar.
9. Select **GALE InfoTrac Web** as the data source and **<Multiple Databases>** as the database.
10. **Browse** to find the text file you saved to your computer.
11. Click **Import**.
12. Your records should appear in the **Last Imported Folder**.

Google Scholar

For Direct Export:

Note: To configure the direct export to RefWorks, you must configure Google Scholar by clicking on the Scholars Preferences link and selecting RefWorks as your default in the Bibliography Manager area.

1. Conduct your search in Google Scholar.
2. Each record displayed will have an **Import into RefWorks** link. Clicking on the link will launch the RefWorks login page.
3. Once you log in, you are brought automatically to the **Edit** view of the reference. If you do not wish to edit the record, you can navigate to any other area of RefWorks.
4. Your record is stored in your **Last Imported Folder**.

To Manually Save and Export Records:

Note: You will need to change your **Scholars Preferences** and select **Reference Manager** as your default bibliography manager in order to save a text file of your export to your computer. If you have an ISI ResearchSoft product (Reference Manager, EndNote or ProCite) installed on your computer the following directions may not work.

1. Conduct your search in Google Scholar.
2. Each record displayed will have an **Import into Reference Manager** link. Click on the link.
3. You will be prompted to either Open or Save the file (which is already named and is a .ris file). Choose **Save**.
4. Select the location where you want to save the file.

5. Click **Save**.
6. Log in to **RefWorks**.
7. Select **References/Import** from the toolbar.
8. Select **RIS Format** as the data source and the database.
9. **Browse** to find the text file you saved to your computer.
10. Click **Import**.
11. Your records should appear in the **Last Imported Folder**.

Highwire Press

For Direct Export:

1. Select the items you wish to save.
2. Click on the prompt **Download ALL Selected Citations to Citation Manager**.
3. Click on **RefWorks** (do not click on the link below the word RefWorks, otherwise you will be saving a file to your computer).
4. The export will open **RefWorks** if it is not already open and automatically import the references.
5. Your records should appear in the **Last Imported Folder**.

IEEE/Xplore

1. When viewing a citation you wish to save, click **Abstract**.
2. Click on **Download this Citation** at the top of the screen.
3. Select **Citation and Abstract** from the **Choose** drop-down menu.
4. Select **EndNote, ProCite and Reference Manager** from the **Download** drop-down menu.
5. Click the **Download** button.
3. Your citation will be saved as a file with a **.jsp** extension.
4. Log in to **RefWorks**.
5. Select **References/Import** from the toolbar.

6. Select **RIS Format** as the data source and **IEEE/IEL** as the database.
7. **Browse** to find the text file you saved to your computer.
8. Click **Import**.

Ingenta

1. Conduct your search and add the records you want to import to your marked list.
2. Click on **Marked List**.
3. Click on **Export**.
4. Using your **Browser's Save As** function, navigate to the local drive and directory where you want to save the file.
5. Select **Text** as the file type.
6. Click **Save**.
7. Log in to **RefWorks**.
8. Select **References/Import** from the toolbar.
9. Select **Ingenta** as the data source and **select the appropriate database**.
10. **Browse** to find the text file you saved to your computer.
11. Click **Import**.
12. Your records should appear in the **Last Imported Folder**.

JSTOR

For Direct Export:

1. Conduct your search and save the citations you want to import.
2. Click on the **View Saved Citations** link to retrieve your records.
3. Under the **Export Options**, select **Directly export citations into RefWorks**.
4. Your records should appear in the **Last Imported Folder**.

To Manually Save and Export Records:

1. Conduct your search and save the citations you want to import.
2. Click on the **View Saved Citations** link to retrieve your records.
3. Under the **Export Options**, select **citation manager** from the **View and Save Citations** drop-down.
4. Click **View**.
5. Using your browser's **Save As** function, navigate to the local drive and directory where you want to save the file.
6. Select **Text** as the file type.
7. Click **Save**.
8. Log in to **RefWorks**.
9. Select **References/Import** from the toolbar.
10. Select **JSTOR** as the data source and as the database.
11. **Browse** to find the text file you saved to your computer.
12. Click **Import**.
13. Your records should appear in the **Last Imported folder**.

Lexis/Nexis

1. Information from Lexis/Nexis must be entered into RefWorks manually.
2. After logging in to **RefWorks**, click on **References/Add New Reference**.
3. Choose the appropriate **Ref Type** (for example newspaper article). Note the fields available.
4. **Copy** the information from Lexis/Nexis field by field, paste to appropriate field in RefWorks.

Live Search Academic

Note: You can only export one record at a time from Academic Live.

For Direct Export:

1. Conduct your search.
2. **Mouseover** the record you want to export (do not click on the record title) and click on the **RefWorks** link at the top of the right-hand panel.
3. Click on the **Export to RefWorks** link.
4. Your records should appear in the **Last Imported Folder**.

To Manually Save and Export Records:

1. Conduct your search.
2. **Mouseover** the record you want to export (do not click on the record title) and click on the **RefWorks** link at the top of the right-hand panel.
3. **Highlight** the tagged data in the right-hand panel and use your Browser's **copy** function to copy the data.
4. Log in to **RefWorks**.
5. Select **References/Import** from the toolbar.
6. Select **RefWorks Tagged Format** as the data source and database.
7. Paste your data in the **Import Data from the Following Text** area.
8. Click **Import**.
9. Your record should appear in the **Last Imported Folder**.

MathSciNet (AMS)

1. Save citations by clicking the **Add to Clipboard** button.
2. Review your marked citations by clicking the **View Clipboard** button.
3. Select format **Citations (BibTeX)** and click **Text**.
4. Using your browser's **Save As** function, navigate to the local drive and directory where you want to save the file and save the file in the text (**.txt**) format.

5. Log in to **RefWorks**.
6. Select **References/Import** from the toolbar.
7. Select **BibTeX** as the data source and **MathSciNet** as the database.
8. **Browse** to find the text file you saved to your computer.
9. Click **Import**.
10. Your records should appear in the **Last Imported Folder**.

Nature

Note: *You can only export one record at a time.*

1. Conduct your search.
2. Click on the **Abstract** or **Full Text** link for the record you want to export.
3. Click on the **Export Citation** link to the left of the abstract.
4. You will be prompted to save a .ris file to your computer. Click **Save** and navigate to the local drive and directory where you want to save the file.
5. Log in to **RefWorks**.
6. Select **References/Import** from the toolbar.
7. Select **RIS Format** as the data source and **RIS Format** as the database.
8. Browse to find the **.ris** file you saved to your computer.
9. Click **Import**.
10. Your records should appear in the **Last Imported Folder**.

OCLC FirstSearch

For Direct Export:

1. From your search results mark the references you want to import and click **Export**.
2. To do a direct export, select **RefWorks** in the **Export to:** section.
3. The export will open **RefWorks** if it is not already open and automatically import the references.

4. Your records should appear in the **Last Imported Folder**.

To Manually Save and Export Records:

1. To save to a text file, select **Text File** in the **Export to:** section.
2. Using your browser's **Save As** function, navigate to the local drive and directory where you want to save the file.
3. The page URL displays as the default name. Under **File name**, type the file name to be saved. Assign a name that helps you locate the file later on.
4. Select **Text** as the file type.
5. Click **Save**.
6. Log in to **RefWorks**.
7. Select **References/Import** from the toolbar.
8. Select **OCLC FirstSearch** as the data source and select the appropriate database.
9. **Browse** to find the text file you saved to your computer.
10. Click **Import**.
11. Your records should appear in the **Last Imported Folder**.

Project Muse

For Direct Export:

1. Select the references you want to export.
2. Click on the **Saved Marked Results** button.
3. Click **Email/Export Saved Results**.
4. Under **Export marked results to:** select **Refworks**.
5. Click the **Export** button.
6. The export will open **RefWorks** if it is not already open and automatically import the references.
7. Your records should appear in the **Last Imported Folder**.

ProQuest

For Direct Export:

1. Perform a search and mark the references you want to export.
2. You can choose to **export the items now** or add them to **My Research** and add additional records for exporting later. If you add the records to **My Research**, select that folder tab when you are ready to export. **If you choose to export only the selected records on that page, skip to #4 below.**
3. From **My Research**, select **Export Citations**.
4. Select **Export directly to RefWorks**.
5. The export will open **RefWorks** if it is not already open and automatically import the references.
6. Your records should appear in the **Last Imported Folder**.

To Manually Save and Export Records:

1. Perform a search and mark the references you want to export.
2. You can choose to **Export the items now** or add them to **My Research** and add additional records for exporting later. If you add the records to **My Research**, select that folder tab when you are ready to export. If you choose to **export only the selected records on that page, skip to #4 below.**
3. From **My Research**, select **Export Citations**.
4. Select **Download in a format compatible with ProCite, EndNote, Reference Manager and RefWorks**.
5. Select **Save As** from your browser and select **Text** as the Save As file type.
6. Log in to **RefWorks**.
7. Select **References/Import** from the toolbar.
8. Select **RIS Format** as the data source and database.
9. **Browse** to find the text file you saved to your computer.
10. Click **Import**.
11. Your records should appear in the **Last Imported Folder**.

PsycINFO Direct (APA Website)

For Direct Export:

1. Perform a search and mark the references you want to export.

Note: Selection marks are not carried forward on multiple pages. You must mark the records to export on a page of search results, export the records, then return to your search results to export additional records. Alternatively, you can modify the **Maximum results per screen** to the highest number for a better display of search results.

2. In the **export to:** drop-down, select **RefWorks.com** and click the **Go** button.
3. Select **Click here to continue**.
4. Your records should appear in the **Last Imported Folder**.

To Manually Save and Export Records:

1. Perform your search and mark the references you want to export.

Note: Selection marks are not carried forward on multiple pages. You must mark the records to export on a page of search results, export the records, then return to your search results to export additional records. Alternatively, you can modify the **Maximum results per screen** to the highest number for a better display of search results.

2. In the **Display Checked Items** area, select **Full PsycINFO Record** and click **Display**.
3. Using your browser's **Save As** function, navigate to the local drive and directory where you want to save the file and save the file in the text (**.txt**) format.
4. Log in to **RefWorks**.
5. Select **References/Import** from the toolbar.
6. Select **PsycINFO Direct** as the data source and as the database.
7. **Browse** to find the text file you saved to your computer.
8. Click **Import**.
9. Your records should appear in the **Last Imported Folder**.

PubMed

1. Perform a search and mark the references you want to export.
2. Change the **Display option** from Summary to **MEDLINE**.
3. In the **Send To drop-down**, select **Text**. A window opens with just the references in MEDLINE format.
4. Select **Save As** from your browser and select **Text** as the Save As file type.
5. Log in to **RefWorks**.
6. Select **References/Import** from the toolbar.
7. Select **NLM PubMed** as the data source and as the database.
8. **Browse** to find the text file you saved to your computer.
9. Click **Import**.
10. Your records should appear in the **Last Imported Folder**.

ScienceDirect

For Direct Export:

1. Mark the records you want to import and click **Export Citations**.
2. Select either **All documents** or **Only these documents** for the Marked records.
3. Select **Citations + Abstracts** to export the record's abstracts.
4. Select the **RefWorks Direct Export** and click **Export**.
5. The export will open **RefWorks** if it is not already open and automatically import the references.
6. Your records should appear in the **Last Imported Folder**.

To Manually Save and Export Records:

1. Mark the records you want to import and click **Export Citations**.
2. Select either **All documents** or **Only these documents** for the Marked records.
3. Select **Citations + Abstracts** to export the record's abstracts.
4. Select the **RIS Format** and click **Export**.
5. Select the location where you want to save the file and type the file name.
6. Click **Save**.
7. Log in to **RefWorks**.
8. Select **References/Import** from the toolbar.
9. Select **Science Direct** as the data source and **select the appropriate database**.
10. **Browse** to find the text file you saved to your computer.
11. Click **Import**.
12. Your records should appear in the **Last Imported Folder**.

SciFinder Scholar

1. From the search results page select the references you want to import.
2. Click **Save As** from the top of the search screen.
3. Navigate to the local drive and directory where you want to save the file.
4. Select **Text** as the file type.
5. Click **Save**.
6. Log in to **RefWorks**.
7. Select **References/Import** from the toolbar.
8. Select **CAS Scifinder** as the data source and **CAPLUS** as the database.
9. **Browse** to find the text file you saved to your computer.
10. Click **Import**.

11. Your records should appear in the **Last Imported Folder**.

Scirus

1. Mark the records you wish to save by checking the box next to each record.
2. Select **Export Checked Results**.
3. In the **Export** area, select **Citations, abstracts and keywords**.
4. Select **RIS** as the **File Format**.
5. In the **Save or Display** area, select **Save File to Disk**. You will be prompted to save a **.ris** file to your computer. **Note:** If you have an ISI ResearchSoft product (Reference Manager, EndNote or ProCite) installed on your computer you will need to select the Display Documents in Browser option and then save the file to your computer.
- 6 Log in to **RefWorks**.
7. Select **References/Import** from the toolbar.
8. Select **RIS Format** as the data source and the database.
9. **Browse** to find the text file you saved to your computer.
10. Click **Import**.
11. Your records should appear in the **Last Imported Folder**.
9. Your records should appear in the **Last Imported Folder**.
9. Your records should appear in the **Last Imported Folder**.