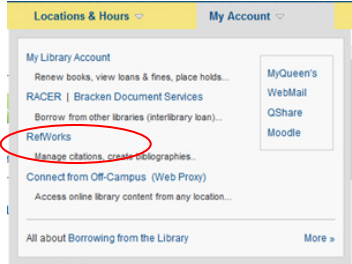


RefWorks: For Citation Management and Bibliography Creation

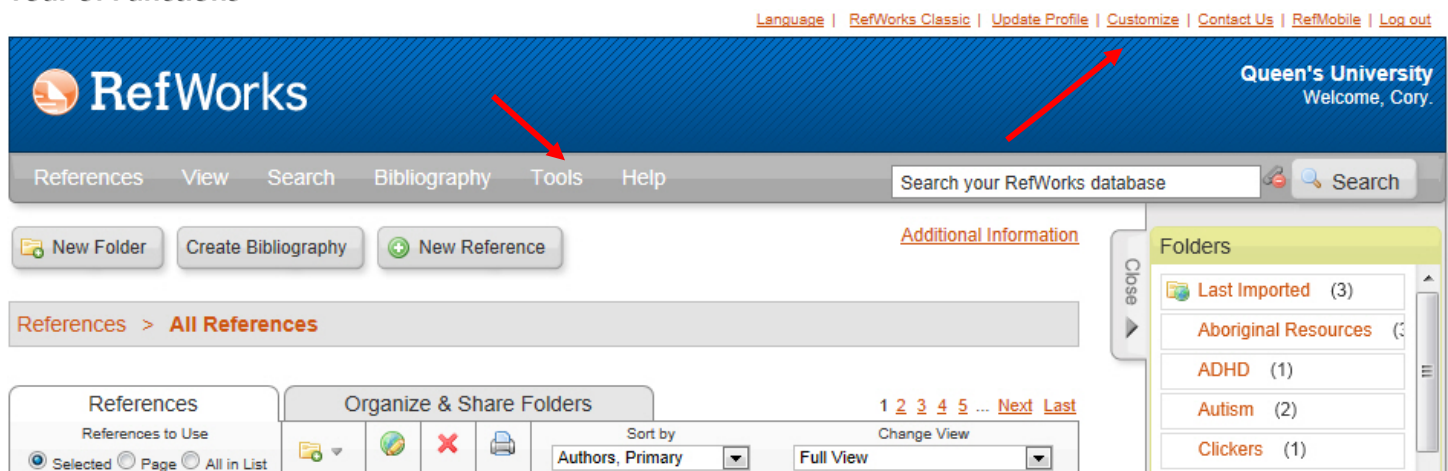
RefWorks is an online citation management tool that will store citations to books, articles, and websites as well as the full text /notes on these if you choose to upload files or edit the record. Using your folder of citations, you can create bibliographies in APA format and also write a paper/thesis and add references as you go directly from your folders. To help with APA, see the guides on the Education Library pages: <http://library.queensu.ca/webedu/grad/index.html>

Get Started

Use **RefWorks** to put bibliographic citations into folders. You can edit the information, add notes, and attach the file itself to each record. Login at <http://library.queensu.ca> >> My Account >> RefWorks

<p>Log onto library computer with your NetID. Open Home Page: http://library.queensu.ca</p> 	<p>Login to RefWorks</p> <p>On this page:</p> <ul style="list-style-type: none"> • What is RefWorks? • Queen's RefWorks Account • RefWorks Tools and Add-ons • Help Using RefWorks <p>For Export/Import Guides</p>	<p>Login using your Group Code</p> <p>New to RefWorks? Sign up for a New Account</p> <p>Login to your Queen's University RefWorks account.</p> <p>Login Name <input type="text"/></p> <p>Password <input type="password"/></p> <p>Not your institution?</p> <p>Forgot your password?</p> <p><input type="button" value="Login"/></p> <p>Sign up for a New Account</p> <p>Group code: RWQueensU (case sensitive)</p>	<p>Getting Started</p> <p>Step 1:</p> <ul style="list-style-type: none"> • Importing data directly from Create Your Personal Database • Importing data from saved management programs. • Adding references manually <p>Step 2:</p> <ul style="list-style-type: none"> • Using Write-N-Cite Write Your Paper Using References From Your Database • Using One Line/Cite View <p>Step 3:</p> <ul style="list-style-type: none"> • From your reference list Create Your Bibliography • From your paper
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Tour of Functions



Language | RefWorks Classic | Update Profile | Customize | Contact Us | RefMobile | Log out

Queen's University
Welcome, Cory.

References View Search Bibliography Tools Help

Search your RefWorks database Search

New Folder Create Bibliography New Reference

Additional Information

References > All References

References Organize & Share Folders

Sort by Authors, Primary Change View Full View

1 2 3 4 5 ... Next Last

Folders

- Last Imported (3)
- Aboriginal Resources (3)
- ADHD (1)
- Autism (2)
- Clickers (1)

Customize: Open to set preferences to APA 6th edition.

Process of Using RefWorks

When you first start an account it is empty – it needs references!

Search Google Scholar

From the Google Scholar search screen click on Scholar Preferences.

At the bottom of the screen, in Show links to import citations into, select RefWorks. Save your preference.

Search results will now display an Import into RefWorks link.

Note: Make sure cookies are enabled to allow setting of preferences in Google Scholar

[Teaching information literacy skills to prepare teachers who can bridge the research-to-practice gap](#) [\[PDF\] from unm.edu](#)

M Emmons, EB Keefe, VM Moore, RM Sánchez... - 2009 - repository.unm.edu

... These **standards** clearly address the competencies needed by teachers to thoughtfully and critically ... One of the library's programs is **Information Literacy** and Instruction Services, whose role is to ... License **students graduate** with a dual major in **Special Education** and Elementary ...

[Cited by 4](#) - [Related articles](#) - [All 5 versions](#) - [Import into RefWorks](#)

Search Summon

Using ACRL Standards to Assess the Information Literacy of Graduate Students in an Education Program
by Amy Jo Catalano
Evidence Based Library and Information Practice, ISSN 1715-720X, 12/2010, Volume 5, Issue 4, pp. 21 - 38
Objective - This study investigates the information literacy of graduate education students, including those in doctoral cohorts. The Association for Research...
Journal Article: Full Text Online

Information Literacy
by Lyman, Peter
Liberal Education, ISSN 0024-1822, 2001, Volume 87, Issue 1, pp. 28 - 37
Examines what college students should learn about digital information, whether information literacy should be taught by the liberal arts or computer science... Information Literacy, Liberal Arts, Role of Education
Journal Article: Full Text Online

Information literacy and faculty
by Badke, W

Perform a search and filter. Click on the folder within a single citation to move it to the Saved folder at the foot of the page. Select APA. Export to Refworks.

Refworks always moves citations into the "Last imported Folder". Click on this to open the citations.

[View Last Imported Folder](#)

Create a folder for your citations and move them.

Saved Items (loading)

Export: **RefWorks** | EndNote | BibTex

Email | Print

Search Results Format	
APA (American Psychological Assoc.)	
AMA (American Medical Assoc.)	
MLA (Modern Language Association)	
Uniform	
Chicago/Turabian: Author-Date	
Harvard	




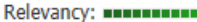
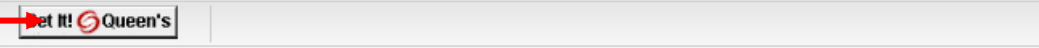



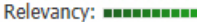
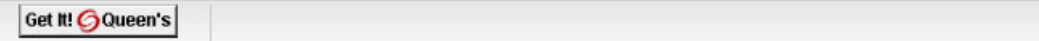
1. [Link](#) | [x](#)

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Journal Article

Search Education Research Complete or ERIC










Perform a search. Click on a single title of interest. Each database has a different method of marking and moving citations into RefWorks. The export/import guide is on the RefWorks login page. In ERC, you can move records by adding them to a folder (one or a whole page) and sending them all to RefWorks or you can click on the title of an article and click on an icon to move an individual record one at a time.

- Move a group of citations by clicking on Add to folder in your citation list:

-  **The Design and Assessment of a Proposed Library Training Unit for Education Graduate Students.** 
By: Blummer, Barbara; Kenton, Jeffrey M.; Liyan Song. Internet Reference Services Quarterly, Oct-Dec2010, Vol. 15 Issue p227-242, 16p, 1 Black and White Photograph, 2 Charts; DOI: 10.1080/10875301.2010.526491
Subjects: ACADEMIC libraries; COLLEGE students; EDUCATIONAL tests & measurements; FOCUS groups; GRADUATE stud INFORMATION retrieval; LIBRARY orientation; SCHOOL environment; INFORMATION literacy; TEACHING methods; LEARN theories in education; UNITED States; SOCIETIES, etc.; DATABASES
Database: Education Research Complete
 Add to folder | Relevancy:  | Cited References: (38)

-  **Information Source Preferences of Education Graduate Students.** 
By: Earp, Vanessa J.. Behavioral & Social Sciences Librarian, 2008, Vol. 27 Issue 2, p73-91, 19p, 4 Charts; DOI: 10.1080/01639260802194974
Subjects: GRADUATE students; INFORMATION resources; INFORMATION literacy; LIBRARY research; LIBRARY users; INFORMATION science
Database: Education Research Complete
 Add to folder | Relevancy:  | Cited References: (24)


>>



Tools




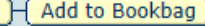


-  Add to folder
-  Print
-  E-mail
-  Save
-  Cite
-  Export
-  Create Note
-  Permalink
-  Bookmark

- Once you are ready, click on Export, select all, and Export.
- RefWorks will automatically open. The Last Imported folder always appears.
- Create a folder for your records.
- Click on Bibliography and make your reference list.

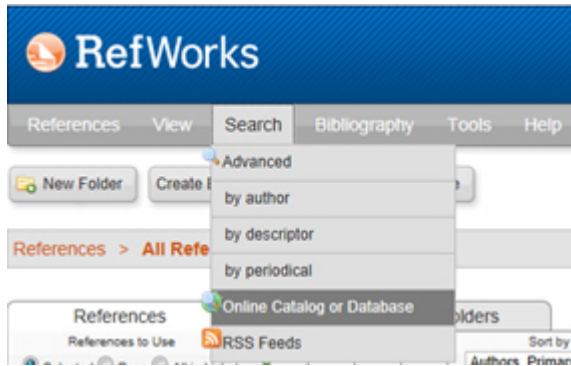
Search QCAT

There are two ways of doing this – from QCAT itself or from within RefWorks
Conduct a search. Select titles then select Export at foot of page:

25  **Literacy for children in an information age : teaching reading, writing, and thinking / Vicki L. Cohen, John E. Cowan.**
Cohen, Vicki L.
c2008.
Call number: LB1573 .C519 2008
 Available, Education Library -- Books

     Page 

Search QCAT from within RefWorks.



Search a catalog. Select references. Import.
Problem in search interface.

Add References Manually

- In RefWorks, choose References >> Add New Reference.
- Enter information in the boxes provided and click Save when finished.
- Use the Notes field to copy and paste information or add links.

Add Websites

- Download **RefGrab-It** under Tools to grab the citation information from web pages.
- Find a website.
- Click on RefGrab-It in the Favorites folder.
- Make sure pop-ups are allowed.
- A copy of the citation information will open in a new window.
- Click on Import to move this into RefWorks into the Last Imported Folder.

Information found at: Seeing Corporate Fingerprints in Wikipedia Edits - New York Times
<http://www.nytimes.com/2007/08/19/technology/19wikipedia.html?ei=5070&en=342f5ab0efab34fb&ex=1189310400&pagewanted=all>

Ref Type: Web Page
Source Type: Electronic
Output Language: Unknown
Title: Seeing Corporate Fingerprints in Wikipedia Edits - New York Times
Accessed, Year: 2008
Accessed, Month/Day: 10/20/2008
URL: <http://www.nytimes.com/2007/08/19/technology/19wikipedia.html?ei=5070&en=342f5ab0efab34fb&ex=1189310400&pagewanted=all>
Retrieved Date: 10/20/2008
Created: 10/20/2008 4:17:23 PM Local Timezone (GMT - 4hr)
Last Modified: 10/20/2008 4:17:23 PM Local Timezone (GMT - 4hr)

Steps for Other Databases

Education Full Text

- Mark records.
- Click **Exporting/Citing**
- Click **Export to RefWorks, Endnote software.**
- Under Download Record(s) select **RefWorks' Direct Export Tool.**

PsycInfo

- Conduct a search and mark citations.
- Click RefWorks at the top of the screen. Click Export to RefWorks.

CBCA Education


- Conduct a search and mark citations.
- Click **Marked List** tab.
- Click **Export** and choose **Export directly to RefWorks.**

- ❑ Choose **View Last Imported Folder** and move items to folders as above.

Download Supporting Software under Tools (on your own computer)

Use **Write-N-Cite** to run an abbreviated version of RefWorks in your word processor. This version of RefWorks displays Author, Title, and Year only, with a full view option available if needed.

Use Write-N-Cite

With Write-N-Cite,  you can cite references in a manuscript with the click of a button. The abbreviated version can be set to **Always on top** so that it stays in place as you are typing your manuscript and generating your bibliography.

The utility installs a Write-N-Cite button on your desktop as well as an Add-in to your Word toolbar (Windows users only) and a menu option in Word, under Tools for launching Write-N-Cite.

Write-N-Cite for Windows III also allows you to work on a paper and format a bibliography offline -- no internet connection needed.

- ❑ Use to insert parenthetical references in an MS Word document as you write.
- ❑ Automatically generates a bibliography of all sources cited within document.
- ❑ In RefWorks >> Under Tools >> Write-N-Cite >> download program.
- ❑ Launch Write-N-Cite in Word by clicking the toolbar button or under Tools.
- ❑ Open a folder and click Cite to insert a reference as you write.
- ❑ Save your file as usual: paper.doc.
- ❑ When the paper is finished, click on **Bibliography** in the Write-N-Cite window and select your output style.
- ❑ You can format the paper from within RefWorks by clicking on Bibliography. Choose **Format Paper and Bibliography**.

Write-N-Cite Tutorial from Stanford:

<http://www.stanford.edu/group/cubberley/refworks/RefWorks-WriteNCite.html>

Share References

Sharing offers:

- a stable URL accessible by anyone, even non-RefWorks users
- options to export, print, or create bibliographies from your shared references
- RSS feeds
- adding comments to a reference