RefWorks: Online bibliography and research tool

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Aims of this session

To enable you to:

- Understand the main features of reference management software and where you can find out more about different options
- Sign up for a RefWorks account
- Import references from different sources
- Manage your database of references
- Insert citations into documents
- Create a bibliography/reference list.
Reference management software - Benefits

Staying organised
- Stores information about books and papers you may want to cite

Saving time
- Formats your in-text citations, footnotes and bibliographies
- Allows you to switch citation styles easily
What does it do...

Collects & Stores your references

Insert references into documents & create bibliographies

Most databases allow you to send information directly to your reference manager (…no need for manual data entry)

You can also:
- store full text articles and your own notes
- share references with others.

Formats your references using your chosen citation style (and allows you to switch style easily)
Software options…

RefWorks

EndNote

Mendeley

colwiz

zotero
## Which one is best?

http://libguides.bodleian.ox.ac.uk/reference-management

### Managing your references

**Last Update:** Sep 25, 2013  
**URL:** http://ox.libguides.com/reference-management  
**Status:** Published

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<th>Comments (0)</th>
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<th>Search:</th>
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### RefWorks

- Pros:
  - Large number of citation styles
  - RefMobile
  - Easy to edit citation styles
  - Bodleian Libraries subscription provides free access for University members including alumni
  - Access your library from any computer with an internet connection

- Cons:
  - Cannot extract metadata from pdfs
  - Word processor plug-in not compatible with MS Word
  - Very limited offline access

### EndNote

- Pros:
  - Copes well with very large library
  - Large number of citation styles
  - Journal abbreviation recognition
  - Word Processor plug-in compatible with MS Word, Open Office and Pages

- Cons:
  - Not compatible with Linux
  - Desktop only (but references can be transferred to EndNote Web)

### EndNote Web

- Pros:
  - Works very well with Web of Science / Web of Knowledge

- Cons:
  - Word processor plug-in not compatible with Linux

### Zotero

- Pros:
  - Phone/Android apps
  - Nested folders
  - Access still available if you leave Oxford

- Cons:
  - Limited free storage space (300 MB)

### Mendeley

- Pros:
  - Collaborative pdf annotation / notes
  - iPhone/iPad interface
  - Social Network
  - Access still available if you leave Oxford

- Cons:
  - Desktop application required for direct export of references
  - Costs $79

### ColWiz

- Pros:
  - Nested folders
  - iPhone/iPad and Android apps
  - Collaborative research management tools
  - Social Network
  - Access still available if you leave Oxford

- Cons:
  - Currently not able to sync across several computers

### Papers

- Pros:
  - PDF annotation
  - Social network
  - iPad/Phone apps
  - Large number of citation styles

- Cons:
  - Currently not able to sync across several computers
RefWorks

Pros
Web based: RefWorks stores your references “in the cloud” and can be accessed from any computer connected to the web.

Free access for Oxford University members, and Alumni.

Cons
Web based = does not work offline

Works well with MS Word (for Windows and Mac) but does not work with other word processors.
Getting started: setting up an account

1. Go to www.refworks.com/refworks

2. Click on Sign up for a New Account

Note: Alternatively you can log in using your Oxford SSO by clicking “My Institutions’s Credentials”. However, this option will not work for you once you have left Oxford.
Options for adding references

Enter references manually

Export data from “Direct Export Partners”
- e.g. SOLO, Web of Science, Scopus, ProQuest, Google Scholar and others

Import data from databases using saved files
- e.g. PubMed and MathSciNet

Search for data from within RefWorks
- e.g. COPAC
Direct export from SOLO

1. Login to SOLO using your Single Sign On

2. Search SOLO and mark some results by clicking the star next to the item

3. Access your E-shelf for a list all of the records you have marked
4. **Select** the ones you want to use

5. From the drop-down menu, choose **Push to RefWorks** and click **Go**
WARNING!

- Records exported from SOLO to RefWorks require editing

- If you do not edit your records this may lead to errors in your bibliographies and citations
1. Click edit.
2. Amend the form as appropriate.
Editing SOLO records 1: Authors

- **Authors**: additional information such as birth/death dates, author should be deleted.

- **Works by multiple authors**: Authors may be missing. If so, add authors manually.
  - Add as: surname, first names (or initials).
  - Insert ; between each author
  - e.g. Smith, M.F.; Jones, B.W.;
**Edition:** SOLO exports the abbreviation ed (e.g. 3rd ed) or spells out the edition statement (e.g. fourth edition). You should delete the word Ed or Edition because RefWorks automatically inserts it into your bibliographies. If you leave it in, ed will be repeated in your bibliography e.g. 3rd ed ed or fourth edition ed.

Remove abbreviation ed.
Editing SOLO records 3: Place of publication

**Place of publication:** SOLO exports the place of publication to the “place of publication” and “publisher” fields. It should be deleted from the publisher field so that it is not duplicated in your bibliography.

![Publisher: Philadelphia ; London : Lippincott Williams & Wilkins](Image)

Delete place(s) of publication from “publisher” field
Editing SOLO records 4: Edited works

- If the item is edited rather than authored, change the reference type from “Book, Whole” to “Book, Edited”

- If you do not do this RefWorks may erroneously give the editor as an author or list the book as anonymous
Editing SOLO records 5: Edited collections

- **Citing a chapter in an edited collection:** Change the reference type to “Book, Section”
- “Author” & “section title” must be entered manually
- You can avoid manually entering “Editor” & “Book title” by cutting and pasting the information
Attaching documents

You can attach documents to the RefWorks records (for example full text article or your notes)

1. Save the document to your computer
2. Click **Browse** & navigate to find the document (i.e. this is like attaching a document to an email)
Adding personal notes

To add personal notes click on **additional fields** and scroll down to **personal notes** field.

Click on **save reference** or **save & add new** before exiting.
1. Select **New Folder** & give your folder a name

2. Tick items that you wish to add to the folder.

3. Click 💾 and choose a folder
Practice

Try the following tasks:

1, 2, 3 & 4
Direct exports

Export from:

- Web of Science
- SCOPUS
- Google Scholar
1. Enzymatic degradation of phytate, polyphenols and dietary fibers in Ethiopian injera flours: Effect on iron bioaccessibility
   By: Baye, Kaleab; Guyot, Jean-Pierre; Icard-Verniere, Christele; et al.
   FOOD CHEMISTRY Volume: 174 Pages: 60-67 Published: MAY 1 2015
   Find it | View Abstract
   Times Cited: 0

2. Blue lighting decreases the amount of food consumed in men, but not in women
   By: Cho, Sungeun; Han, Ashley; Taylor, Michael H.; et al.
   APPETITE Volume: 85 Pages: 111-117 Published: FEB 1 2015
   Find it | View Abstract
   Times Cited: 0

3. Observations on the Van Earthquake and Structural Failures
   By: Korkmaz, Serra Zerrin
   JOURNAL OF PERFORMANCE OF CONSTRUCTED FACILITIES Volume: 29 Issue: 1 Pages: 14033-14033 Published: FEB 2015
   Find it | View Abstract
   Times Cited: 0
Marked List 5 records  | View Derwent Compounds Marked List: 0 compounds

Your Marked List contains records from 2 database(s).
For bibliographic data, you can output summary data for all records using the "total records" view, or output more product-specific data from each listed database. For chemistry data, you must output data from each list separately.

5 total records on the Marked List
Output author, title, source, abstract, and times cited for all records in the Marked List.

Output Records  [ - Hide Output Options ]

Step 1: Select records.
- All records in this list (up to 500)
- All records on page
- Records  to

Step 2: Select content.
Select from the fields below:
- Author(s) / Editor(s)
- Title
- Source
- Author Identifiers
- Abstract
- Times Cited
- ISSN / ISBN

*Selecting these items will increase the processing time.

Step 3: Select destination
[Learn about saving to bibliographic software]

Save to RefWorks
Import References

Import completed - 5 references imported

- Import Log
- Duplicate Checking Options

View Duplicates  View Last Imported Folder
Scopus

Search

3,898 document results

Export

Choose your default reference manager or file type:

- Save to Mendeley
- RefWorks direct export

Choose the information to export:
- Citation information only
- Citations and abstract information
- Citations, abstract and references
- All available information
- Specify fields to be exported

Export
Robotic roomates making pancakes—look into perception-manipulation loop
M Beetz, U Klank, A Maldonado, D Raisig, T Pyhr - IEEE International Conference ..., 2011
Cited by 2, Related articles, Import into RefWorks, Save, More
Indirect exports

- PubMed
- MathSciNet

To find out which databases export to RefWorks: References – Import – List of Filters and Databases
Results: 1 to 20 of 110  Selected: 3


Choose Destination
- File
- Clipboard
- Collections
- E-mail
- Order
- My Bibliography
- Citation manager

Generate a file for use with external citation management software.

Download 3 citations.

Create File

Opening citations.nbib
You have chosen to open:
- citations.nbib
  which is: nbib File

What should Firefox do with this file?
- Open with Notepad

Do this automatically for files like this from now on.

OK Cancel
Buckwheat is increasingly used in food and pillows in Europe and is a potent potential allergen when ingested or inhaled. A 74-year-old Danish woman experienced anaphylaxis after ingesting industrially manufactured pancakes. She was IgE-sensitized and was persistently asymptomatic after allergen elimination. A thorough medical history is pivotal to identify untraditional allergens that can evoke severe allergic reactions.

AU - Willendrup, Fatim Salim
AU - Willendrup ES
AD - Medicinsk Afdeling, Naestved Sygehus, Ringstedgade 61, 4700 Naestved. Fatimwillendrup@yahoo.dk.
AU - Boudier, Uffe
AU - Boudier U
LA - DAN
PT - JOURNAL ARTICLE
TA - Ugeskr Laeger
JT - Ugeskrift for laeger
JID - 0141730
EDAT - 2015/01/24 06:00
MHDA - 2015/01/24 06:00
CRDT - 2015/01/24 06:00
AID - V03130158 [pii]
PTT - ppublish
SO - Ugeskr Laeger. 2015 Jan 26;177(2A). pii: V03130158.

Blue lighting decreases the amount of food consumed in men, but not in women.

AB - Previous research has demonstrated that colors of lighting can modulate participants' motivation to consume the food placed under the lighting. This study was designed to determine whether the colors of lighting can affect the


@article {MR3175064,
  AUTHOR = {Hu, Xiaolan and Liu, Huiqing and Pan, Xiang-Feng},
  TITLE = {Fault-free Hamilton cycles in burnt pancake graphs with conditional edge faults},
  JOURNAL = {Discrete Appl. Math.},
  VOLUME = {169},
  YEAR = {2014},
  PAGES = {152--161},
  ISSN = {0166-218X},
  MRCLASS = {68M15 (05C45)},
  MRNUMBER = {3175064},
  URL = {http://dx.doi.org/10.1016/j.dam.2013.12.025},
}

@article {MR3047622,
  AUTHOR = {Konstantinova, Elena and Medvedev, Alexey},
  TITLE = {Small cycles in the [P]ancake graph},
  JOURNAL = {Ars Math. Contemp.},
  FJOURNAL = {Ars Mathematica Contemporanea},
  VOLUME = {7},
  YEAR = {2014},
  NUMBER = {1},
  PAGES = {237--246},
  ISSN = {1855-396},
  MRCLASS = {05C25 (05C15 05C42)},
  MRNUMBER = {3047622},
  MRREVIEWER = {Aivar 1beas},
}
Practice

Try the following tasks:

5, 6, 7, 8 and 9
Formatting citations in your paper with Write-N-Cite

- Inserts references in papers
- Works with MS Word only
- Download the Write-N-Cite plug from RefWorks. (Tools – Write-N-Cite and follow the instructions)
Write-N-Cite

What could be easier than clicking a button to cite references while you write your paper?

Write-N-Cite allows you to cite references from your RefWorks account with just a few clicks. With Write-N-Cite you can choose from thousands of bibliography styles and watch as it instantly formats your in-text citations, footnotes and bibliography.

Do you have questions about the latest version of Write-N-Cite, Write-N-Cite 4? See our frequently asked questions.

How do I log into Write-N-Cite 4 using my institution credentials?

If you use your institution’s credentials (Athens, Shibboleth or Proxy) to log in to RefWorks, you MUST copy and use this code on the Write-N-Cite 4 login screen:

455c77475474451665f556e40142d1a35160417332f0b3507061322191a0753303327181d3b2c2c01258a50235210728022271d000-00209435

Downloads

Write-N-Cite 4 for 32 bit Word
Version: 4.4.1272 (2014-09-09)
For Windows XP, Windows Vista, Windows 7 and Windows 8

Write-N-Cite 4 for 64 bit Word
Version: 4.4.1272 (2014-09-09)
For Windows XP, Windows Vista, Windows 7 and Windows 8
Supports Word 2007, Word 2010 and
Formatting citations in your paper with Write-N-Cite

- Inserts references in papers
- Works with MS Word only
- Download the Write-N-Cite plug from RefWorks. (Tools – Write-N-Cite and follow the instructions)
- Add you favourite citation styles to Write-N-Cite from within RefWorks (Bibliography – Output Style Manager)
Formatting papers

- Adding citations with Write-N-Cite.
- Editing citations to add page numbers.
- Formatting your reference list.
- Creating a standalone bibliography.
Compatibility with other word processing packages

Open Office

- Write-N-Cite is not available in Open Office. Use the One Line/Cite View in RefWorks to add citations and create a bibliography.
  - How to do this? See Task 12 on the course handouts
  - RefWorks: go to Help–Tutorial-2.6 One Line/Cite View

LaTeX

- You can export references from RefWorks into BibTex, the bibliography manager in LaTeX.
Help with using RefWorks

- Use Help from the RefWorks menu
- Reporting RefWork problems go to Contact Us
- Requesting Import Filters or Output Styles go to Help - Requests
- RefWorks presenters:
  angela.carritt@bodleian.ox.ac.uk - General
  gigi.horsfield@bodleian.ox.ac.uk - Sciences
  oliver.bridle@bodleian.ox.ac.uk - Sciences
  nia.roberts@bodleian.ox.ac.uk - Medical Sciences
  catherine.scutt@bodleian.ox.ac.uk - Social Sciences
  bethan.jenkins@bodleian.ox.ac.uk – Humanities
  nora.khayi@st-hughs.ox.ac.uk - Humanities
Practice

Try the following tasks:
10, 11 and 13

Continue and try some of the optional exercises:
12, 14 – 22