RefWorks



RefWorks is an online tool for managing journal articles that you've downloaded from the library's scholarly databases. Think of it as an electronic filing cabinet for the journal articles that you're using for classes assignments or research.

How to Access RefWorks: Use the Refworks link on the library homepage (<u>https://library.oakland.edu</u>). There may also be a link on your library course guide. RefWorks is a cloud-based tool so you only need the internet to access it.

How to create a RefWorks account: Click "Create an account" under the ProQuest RefWorks blue icon. Make sure to use your OU email address when creating the account.

RefWorks	
RefWorks allows you to create a personal list of refe	rences and to format your bibliography in any citation style.
ProQuest* RefWorks	If you are new to RefWorks, feel free to get started with these tutorial videos: Introduction to RefWorks
Login to RefWorks	Basic Functionality Export citations to RefWorks Organize citations into folders

Add articles – Upload PDFs of articles from scholarly databases. After uploading the article, you need to check that the citation information (author, journal name, volume number, etc) was uploaded correctly. Click on the article title, then click the pencil in the upper right corner.

You can review and edit the information then.



RefWorks

Create folders – after creating a folder, you can drag and drop All References articles into them. Search Databases Share folders – Using RefWorks is a great way to share articles for Last Imported group projects. Sharing My Folders Read articles - If you've added the entire article to RefWorks, click Add folder Sort the title of an article then the blue READ button. You can highlight Not in folder (0) and make comments directly on the text of the article using the 2 AAU (21) buttons on the top toolbar. Acad library leaders (53) ProQuest* Untitled Projec Assessment of ref... (9) RefWorks Library assessment (11) Library Instruction... (4) A **MLIS & Academic librarians** Θ Θ n LLM (22)

Create bibliography – RefWorks can create a bibliography for you automatically. Click "Create bibliography on the top toolbar. Then select the needed citation style (APA, MLA...). Always double-check that RefWorks has formatted the bibliography correctly. It's normally about 90% accurate.

ititled Project 📀		
APA 6th - American Psychological Associati	~	All references in 'MLIS & Academic librarians' (8)
Q Search for styles]	S & Academic librarians' (8)
Showing Most recent styles	î	
APA 6th - American Psychological Association, 6th Edition		References
MLA 7th Edition		d Hoc Task Force on Recruitment & Retention Issues. (2002) Jemic libraries
AMA - American Medical Association, 9th Edition		es/proftools/recruiting/recruiting-wp.pdf
AMA - American Medical Association, 10th Edition	~	hiversity library directors in the association of research librar 2(2), 116-145. doi:10.5860/crl.62.2.116
	titled Project APA 6th - American Psychological Associati APA 6th - American Psychological Association Showing Most recent styles APA 6th - American Psychological Association, 6th Edition MLA 7th Edition AMA - American Medical Association, 9th Edition AMA - American Medical Association, 10th Frdition	titled Project APA 6th - American Psychological Associati APA 6th - American Psychological Association, Showing Most recent styles APA 6th - American Psychological Association, 6th Edition MLA 7th Edition AMA - American Medical Association, 9th Edition AMA - American Medical Association, 10th Fdition

Questions? Contact Kris Condic, salomon@oakland.edu, 248-370-2469

• Handout developed by Joanna Thielen, former OU librarian, Fall 2019