

## Importing Citations from **The Cochrane Library** into RefWorks

In The Cochrane Library:

- Mark records to import by checking the boxes next to the citations.
- Click **Export Selected Citations** at the **bottom** of the screen OR click **Export All Results** at either the top or bottom of the screen.
- Leave the default for **Export Type: Citation**.
- Under **File Type**, select the option for your computer type (PC, Macintosh) and click **Go**.
- When asked what you want to do with the file, select the first radio button (**Open it with the default application: [txtfile]**)
- The citations should appear in a new window in tagged format.
- Copy the text (Edit→copy)

In RefWorks:

- Log into your RefWorks account.
- Select References→Import.
- From the dropdown box for **Import Filter/Data Source**, select **The Cochrane Library**.
- In the **Database** dropdown menu, select the appropriate database, e.g. systematic reviews.
- In the box under **Import Data from the following Text**, Paste (Edit→Paste) the citations.
- Click **Import**.
- Your citations will appear in the **Last Imported** folder.