

To create a new RefWorks account from any online computer:

- Go to → **Thompson Library home page.**
- Click → **“RefWorks” icon** (bottom right side of screen).
- Click → **“Sign Up for Individual Account” link.**

Fill out the New Account form as follows:

- Your Name** -- your *complete* name (first and last, e.g. John Smith)
- User Name** -- make up a username. (*REMEMBER* user name!)
- Password** -- make up a password. (*REMEMBER* password!)
- Password** -- re-type password to confirm.
- E-Mail** -- use *ONLY* **UM-Flint email address** Include the “@umflint.edu”.
- Type of User** -- Select current status from drop-down box.
NOTE: This does not affect your access to ANY sources!
- Area of Focus** -- Select primary research focus (for statistical purposes only)
NOTE: This does not affect your access to ANY sources!
- Enter Code** -- Type code from grey box.
Note: If unable to read the code, RefWorks allows second attempt

If (and only if) prompted for your “group code,” please use: **RWUMFlint**

Please review other help sheets to assist you in using your new RefWorks account.