

## Importing Citations from Text Files into Your RefWorks Account

Some databases allow you to search for citations *and* download as a text file.  
Each separate database with this option tends to work differently.  
Examples of downloadable text file databases:

- Mirlyn
- PubMed
- Books in Print      *(Contact librarian for assistance with other databases)*

### Mirlyn:

- **Perform your Mirlyn search / save results as text file.**
  - Select and mark items from results list
  - Once items are selected, click → **“Add to My Shelf”**
  - To retrieve list and send to RefWorks:
    - Click → **“My Shelf”**
    - Select and mark items
    - Click → **“Print/Export/Mail”**
    - In “Print/Export/Mail” page, find “record format”.
    - Select → **“RefWorks/Endnote/ProCite”**.
    - Select (*encoding*) → **“Uniform/UTF-8”**.
    - Click → **“Go”**.
    - **Save text file** to your hard drive *or* thumb drive.

- **Open and login to your RefWorks account.**

*(Create a folder for your new citations if one not available.)*

- Select “References” → **Import**
- Select “Import Filter” → **RIS FORMAT**
- Select “Database” → **University of Michigan – Mirlyn**
- Select “Specify Folder” → **(Your Folder)**
- “Browse” and select your saved text file.
- Bottom of screen, click → **“IMPORT”**

(Note: Remember to empty your “Last Imported” folder .)