

At top toolbar,

- Select → **BIBLIOGRAPHY** (top toolbar)
- Output Style → Select **format style** from drop-down box (example: APA, MLA, etc)
- Select → **File type** to create (ie, HTML, Word/pc, Word/mac, etc)
- Select → **“References from Folder”**
- Select → From drop-down box, **specific folder** to be used

NOTE: RefWorks creates “pop-up” on screen.

Turn off pop-up blocker on your computer to view page!

- Click → **Create Bibliography** button

You may copy/paste results into your word processing software, or simply print page.

*NOTE: To use RefWorks inside MS Word, see information on “Write-N-Cite”
downloadable software.*

*(For instructions on how to use Write-N-Cite, see Help on toolbar.
To download Write-N-Cite, see Tools on toolbar.)*

This feature downloads and stores a modified version of **RefWorks** into your MS Word program. You may periodically return to your online RefWorks account to download/collect newly saved citations for use inside your Word document using Write-N-Cite.