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Need help? Contact your local librarian.
Welcome to **RefWorks 2.0**! The new interface puts all your favorite features at your fingertips, is easier and more intuitive to use—and better to look at, too!

Need help? Contact your local librarian.
First, let’s check out the References tab.

References are listed as they always have been (with the ability to Sort by and Change View) along with a few new enhancements.

Need help? Contact your local librarian.
**Author names** are still hyperlinks that take you to a quick view of all the relevant references with the same author.

RefWorks has added a new link. **Folder names** are now hyperlinks you can select from this view and retrieve all references in that specific folder.

**Periodical names** are still hyperlinks that take you to a quick view of all the relevant references within the same periodical.

Need help? Contact your local librarian.
You will know you are in a folder by looking at the navigation string here.

You can also click References on the navigation string to return to your All References view.

Need help? Contact your local librarian.
Let’s take a look at the individual reference icons which provide shortcuts and easy access to certain function.
The star icon lets you put a reference into your *My List* temporary folder with one click.

The pencil icon takes you directly to the *Edit* function.

The citation icon takes you directly to *Citation Viewer*. *Citation Viewer* allows you to select and copy this information directly into your word processor while writing your document.

The magnifying glass icon takes you directly to the full view of the reference.
The **References to Use** options work just like they did in the classic interface—allowing you to select groups of references to perform a task or function on.

You use the **References to Use** options along with the icons here to work with your references.

Need help? Contact your local librarian.
The **Add to Folder** icon (which works as it has in the past) allows you to place your selected references into a folder of your choice.

You can delete references from your RefWorks account by marking your selections and clicking the red X icon.

When you are in a specific folder, you will see one more icon. The **Remove From** icon will remove selected references from the folder you are currently in. Please note, it does not delete them from your RefWorks account.

The **Global Edit** feature works the same as in the classic interface, but the Add, Move, Replace and Delete options are presented in a much cleaner display.

You can use the **Print** icon to create a reference list with a group of selected references.

Need help? Contact your local librarian.
The **Sort by** options are still available and have not changed.

What used to be called the **Switch To** drop-down is now the **Change View** drop-down where you can view your references in the three default options, plus up to 3 output styles you select in the **Customize** area.

Need help? Contact your local librarian.
Now we will look at the **Folders** tab.

Clicking on the **Folders** tab will bring you to the place where you can add new folders, rename existing folders, delete folders, clear all references from a folder, and view references not in a folder.

Need help? Contact your local librarian.
Rename, Clear, and Delete all work the same as in the classic interface but are just represented by icons here.
The collaboration feature is more prominent in RefWorks 2.0 and the sharing options are accessed from the **Share** tab.
You can view your sharing **Statistics** by clicking on the button here.

If you mouse over the **Link** you’ll see the URL for the shared folder.

Selecting the folder with the wrench will take you to the **Sharing Options** page which remains unchanged and allows you to establish how you want to share the folder.

Need help? Contact your local librarian.
Now that we’ve covered the main tabs, let’s look at the menu bar (which is similar to the classic interface).

There are only three options in the References area:
Add New, Import, and Export

Need help? Contact your local librarian.
Under **View** there are a number of options in addition to viewing a specific folder.

1. You can run and display the results for any **Saved Searches** you created in the **Advanced Search** area.

2. Here you can display **All References**.

3. Access your **My List** temporary folder.

4. You can perform two **Duplicate** checks.

5. View any recently **Deleted** references.

Need help? Contact your local librarian.
Under the **Search** option, the first feature is the **Advanced** search.

Next on the **Search** menu, we have the three Lookups – **Author**, **Descriptor** and **Periodical**. These features have not changed.

The **Online Catalog** or **Database Search** has not changed.

The last feature in the **Search** area is the **RSS Feeds** where you can add, edit and run your feeds.

Need help? Contact your local librarian.
In the **Bibliography** area, you now have several features.

1. The **Create** area has not changed. You can still upload a paper for formatting or create a simply bibliography from your references.

2. The **Output Style Manager** is where you can add or remove output styles from your list of favorites.

3. The **Output Style Editor** is where you can create a custom output style.

4. The **Preview Output Style** is where you can view sample formatted references for a specific output style and reference type.

Need help? Contact your local librarian.
The **Tools** area is where you can...
The **Help** area includes...

- The **Help File**
- The **Request** an output style, import filter, or online catalog option

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Also on the tool bar is the **Quick Search** where you can search your entire collection of references.

You can hide the Quick Access bar by clicking Close.

Another feature of the new interface is this side navigation—or **Quick Access** area. The **Quick Access** area makes it easy to access certain RefWorks features, resources, announcements and view basic statistics about your RefWorks account.

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