

## Exporting to Refworks

1. Add references to the folder by selecting the folder icon on the right.
2. Open the folder by selecting the folder at the top of the page (see “F” on inside image)
3. Select the “export” option



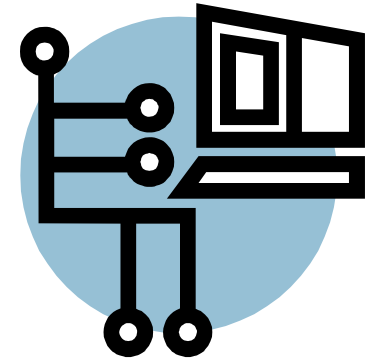
4. Select the “Direct Export to RefWorks” radio button
5. MAKE SURE TO UNCHECK THE BOX “DELETE THESE FILES AFTER SAVING”
6. Make sure the popup blocker is turned off



7. Select “save” at the bottom left of the screen
8. Sign into RefWorks

## EBSCO

*Finding articles giving you a headache....*



### Learn how to use databases:

- Academic Search Premiere
- PsychInfo
- Agricola
- Medline
- Business Source Premiere
- Communications and Mass Media Complete
- ERIC
- And more....

All of these databases use the same EBSCO host search screen. Each one will catalogue different journals that are specific to its focus.

# Research Tools

## A) Advanced Search:

- Boxes to separate your concepts
- Search History to track your different searches

## B) Search Multiple Databases:

- You can search more than one database provided by EBSCO at the same time.

## C) Thesaurus/subject terms:

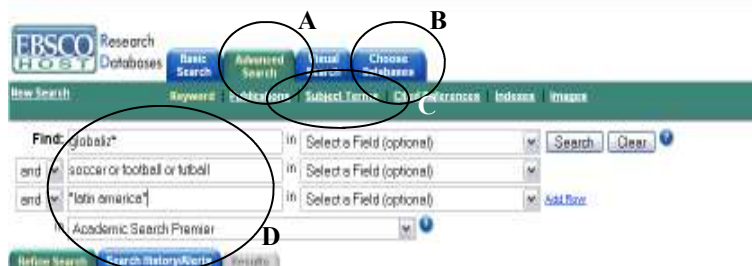
- Most EBSCO databases have one of these options. They are helpful in guiding you to the exact terms that are used in that database.
- Terms can be directly added to search by using the “add” button.

## D) Symbols:

- Truncation - \*
- Wildcard - ?
- Phrase - “ ”
- Group concepts - ( )

## E) Limiters:

- \*“peer reviewed” is usually an option here
- \* “fulltext only” is an option but isn’t usually advised because it will cut out many good articles.



# Results List

## F) Sort by Result Type

- Defaults to ‘all results’
- Can be limited if you are looking for a specific result type

## G) Narrow Results by Subject

- Allows you to continue to narrow your topic. By clicking on this hot-link the current result list will be narrowed to only articles that have that word as a Subject Term.

## H) Viewing Articles

- The abstract/record of each article can be seen by clicking on the title
- Each article will have either a “locate item” link of “html/pdf” option.

## I) Folders

- Add articles to folder by clicking on the add icon
- This folder will give you the option to print/e-mail/save/export