

# Exporting References from OVIDSP into RefWorks

## Part 1: OVIDSP

1. Perform your search in OVIDSP MEDLINE or your choice of databases in the OVIDSP platform.
2. Select the desired references with check boxes
3. Click on **Export**

The screenshot displays the OVIDSP search results page. On the left, the 'Search Information' panel shows the search terms 'medical education'.i, search terms used (education, medical), and 11530 results returned. The 'Filter By' section is expanded to show 'Selected Only (2)' items. The main results area shows two entries, both with checkboxes selected. The first entry is 'NICE medical education modules: an analysis of cost-effectiveness.' by Walsh K. et al. The second entry is 'Unsupervised procedures by surgical trainees: a windfall for private insurance at the expense of graduate medical education.' by Feinstein A.J. et al. The 'Export' button in the top navigation bar is highlighted with a red box. Other buttons like 'Print', 'Email', and 'Add to My Projects' are also visible.

4. Select Fields to Display. **Complete reference or Citation + Abstract + Subject Headings are recommended.**
5. Click on **Export Citations.**

**Export Citation List:** ✕

Export To  ▾

**Selected Results:** 1-2

▼ **Select Fields to Display**

- Citation (Title, Author, Source)
- Citation + Abstract
- Citation + Abstract + Subject Headings
- Complete Reference
- Custom Fields

▼ **Include**

- Include URL

## Part 2: RefWorks

6. If you are not logged into RefWorks you will be prompted to log in.  
If you are logged in you will see the following:

Import References ✕

Import completed - 3 references imported

[Import Log](#) ^

[Edit Imported References](#) ▾

7. Click on **View Last Imported Folder**
8. Do not forget to assign your citation to a folder.

The screenshot shows the RefWorks web interface. At the top, there is a navigation bar with 'References', 'View', 'Search', 'Bibliography', 'Tools', and 'Help'. A search box is on the right. Below the navigation bar are buttons for 'New Folder', 'Create Bibliography', and 'New Reference'. The main content area displays a list of references under the heading 'References > All References'. The list includes columns for 'Ref ID', 'Title, Primary Source', and 'Jefferson.'. The first reference (Ref ID 3761) is highlighted. The sidebar on the right contains sections for 'Announcements', 'Resources', 'Webinars', 'Folders', and 'Quick Access'. The 'Folders' section lists 'My List', 'Not In Folder (1706)', 'Last Imported (3)', 'baby friendly (11)', 'Critical inquiry (7)', 'Geriatric (12)', 'OB (7)', 'Pharmacy (8)', and 'PubMed (0)'. The 'Quick Access' section includes 'Advanced Search', 'Import', 'Export', 'Create Bibliography', and 'Print References'.

## **Questions?**

Contact the Scott Memorial Librarians

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