# Scopus

This tutorial will assist you with exporting references from Scopus into RefWorks.

**The Tutorial Covers**:

How to mark citations for export to RefWorks

How to export the marked citations into RefWorks

Where to locate newly exported citations within RefWorks

**[Transition to Scopus search screen]**

We’ll begin from the main search screen in Scopus.

I have already conducted a search related to osteoarthritis AND exercise.

To select the records you want to export, click on the box to the left of the title.

We’ll select results #1 and #2.

Once the items are selected, you can click on the “output” button in the menu bar above your results list.

However, if you are collecting citations from various searches, you should add the items to your list.

To do this, click on the “add to list” button, also on the menu above your results.

To view the items you have added to your list and export them to RefWorks, click on “my list”, located at the top of the current page.

You should now be on a new page titled “my list”.

Re-select the items by selecting the box to the left of the citation.

Then click on the “output” button, found just above the citations, to the right of the “delete” button.

In section 1, “export” should already be selected.

In section 2, “export format” should default to “RefWorks direct export”.

If not, select RefWorks from the drop down list. Next select your “export format” from the second drop down menu.

You can view the fields exported under each of the options by selecting it.

We’ll export the “complete format” in this example.

Finally, click on the “export” button below the second drop down menu.

A new page will open for RefWorks and prompt you to log in to your RefWorks account if you have not already done so.

If you are already logged in to RefWorks then the export will continue without this step.

To log-in: Type your username into the first box provided.

This is followed by your password in the second box.

Click on the log-in button to finish.

Your references will now be exported to RefWorks.

When the import is complete, you will see the sentence “import completed – 2 references imported” near the top of the page.

The references will automatically be sent to your “last imported folder”.

In order to view the references, click on the “view last imported folder” button, located in the middle of the screen.

You should now see the set of references which you have imported from Scopus into RefWorks.

For additional assistance with RefWorks please email UW RefWorks assistance @

[refworks@library.uwaterloo.ca](mailto:refworks@library.uwaterloo.ca)