

## RefWorks: importing references from ACM Digital Library

With some online resources you cannot export references directly into RefWorks. Instead you must save the references in a text file and then import it into RefWorks.

- Conduct your search and view the reference you wish to save in **full format** by clicking on the title

1. View the reference in **Full Format**

The screenshot shows a record titled "Clarifying the fundamentals of HTTP". The "Full Text" field has a PDF icon. The author is "Jeffery C. Mogul" from "Compaq Computer Corporation, Palo Alto, CA". On the right, the "Tools and Resources" section includes "TOC Service", "Email", "RSS", "Save to Binder", and "Export Formats" with links for "BibTeX", "EndNote", and "ACM Ref". A callout box points to the "Export Formats" section with the text: "2. Under **Export Formats** select **BibTeX**".

- Under **Export Formats** select **BibTeX**.
- A new window will open containing the reference in BibTeX format.
- Click **Download**
- Save the document as plain text (**.txt**).

N.B. If you have multiple records you want to import, copy and paste the results into a word processing document and save the document as plain text (**.txt**).

The screenshot shows the 'Import References' interface. At the top, there is a blue header with the text 'Import References'. Below this, the section 'Import From' is visible, with links for 'List of Filters & Databases' and 'Request a Filter'. A dropdown menu is open, showing 'From Text File' with a small upward arrow. Below this, there are several form fields: 'Import Filter/Data Source' with a dropdown menu set to 'BibTeX', 'Database' with a dropdown menu set to 'ACM Digital Library (BibTeX fo...', 'Select Text File:' with an empty text input field and a 'Browse...' button, and 'Encoding' with a dropdown menu set to 'ANSI - Latin I'. At the bottom, there is a note: 'Specify only if you specifically set the encoding when saving the text file; otherwise leave it as is'. A green 'Import' button with an upward arrow is located at the bottom right. Three callout boxes provide instructions: 1. '1. Select the correct Import Filter/Data Source and Database' points to the 'Import Filter/Data Source' dropdown. 2. '2. Click Browse to locate your saved file' points to the 'Browse...' button. 3. '3. Click Import to extract your saved references' points to the 'Import' button.

- Log into your RefWorks account and from the **References** menu select **Import**
- For **Import Filter/Data Source** select **BibTeX**
- For **Database** select **ACM Digital Library**
- Click **Browse** and locate your saved file
- Click on **Import**
- Your saved references will be imported into RefWorks