

Exporting from RefWorks to Zotero

In this video we will cover how to export your references from RefWorks to Zotero. Before you begin, you should consider a couple of factors:

- How can I preserve my original organization of information within Refworks during the export to Zotero?

You have to export one folder at a time, rather than your entire database, if you wish to preserve your original organization of information. If you choose the **Export All References** option, you will end up with a long list of references that you will want to organize in Zotero.

- How can I transfer PDFs and any other file attachments housed in Refworks to Zotero?

Pdfs and any other attachments to your RefWorks entries will not export with your folders and must be moved individually; you can save the attached files on your computer and then upload them into Zotero using the drag-and-drop method.

To begin, make sure that you are logged in to your RefWorks and Zotero accounts.

If you wish to export your entire RefWorks database in one step, go to **Export**, from the menu on the right (under Quick Access), and follow the same instructions as those for exporting folders.

When exporting individual folders, start in the **Organize & Share Folders** tab, select the folder you would like to move, and click **Export**. A dialogue box, called **Export References**, pops up. You will choose **All in List** and, under **Select an Export Format**, select **BibTeX-RefWorks ID** and click the **Export References** button. A new tab will appear with a list of references from your original folder. (You may be asked to disable your pop-up blockers.) Right-click anywhere on the page, select **Save Page As** and save the file somewhere obvious, like your desktop, and then name you file. You may want to give it the name of your original RefWorks folder in order to maintain the consistency of your organization. Remember to set the document type to **.txt** or Text Document and click **Save**. You can close this tab and go back to RefWorks to repeat this series of steps for all of your folders.

When you are ready to begin exporting you folders into Zotero, you can access it in two ways; you can either go to the Zotero browser plug-in in the top-right corner of your Firefox toolbar or open the Zotero Standalone application from your Start Menu.

Once in the Zotero dialogue box, click the cog icon, select **Import**, browse for your saved folder, and click **Open**. The saved folder will now appear in your Zotero account. Repeat these steps for all of your folders.

If you have any questions or need assistance, don't hesitate to contact the RefWorks team at UNB Libraries:

- Richelle Witherspoon (Harriet Irving Library): r.witherspoon@unb.ca or 453-4602
- Alicia McLaughlin (Harriet Irving Library): amclaugh@unb.ca or 453-4749
- Aggie Sliwka (Harriet Irving Library): asliwka@unb.ca or 453-5017
- Saran Croos (Engineering & Computer Science Library): saran.croos@unb.ca or 458-7959
- Merle Steeves (Cataloguing): mas@unb.ca or 453-5043
- Diane Buhay (Hans W Klohn Commons, UNBSJ): dbuhay@unb.ca or 648-5712