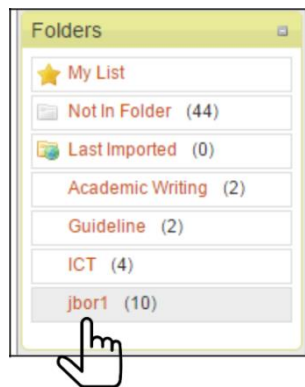




RefWorks

How to print the publication list from a RefWorks folder

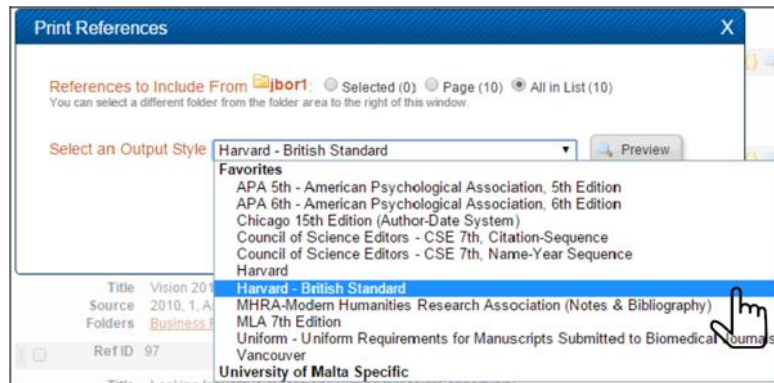
1. Log into your RefWorks account.
2. In the **Folders** box at the right hand side of the page, click the folder name which contains the list of publications. The folder name should be your username e.g. jbor1



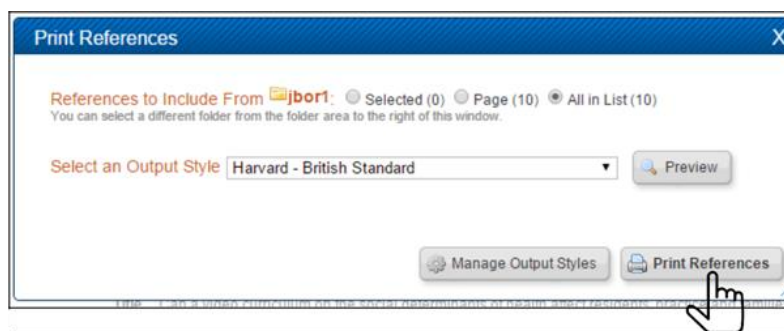
3. Select the option **All in List** under the **References to Use** section within the References tab, and then click on the **Print** icon as shown:




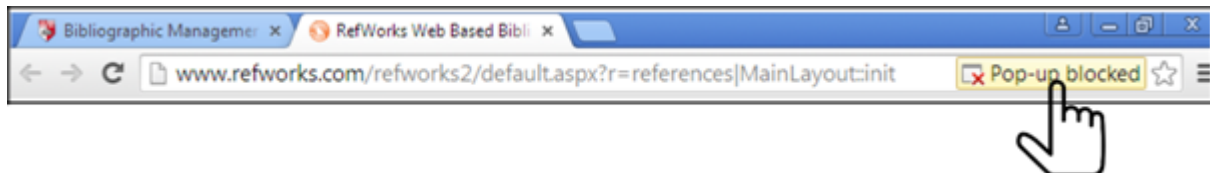
- From the Select an **Output Style** drop-down menu, select the **Harvard – British Standard** style.



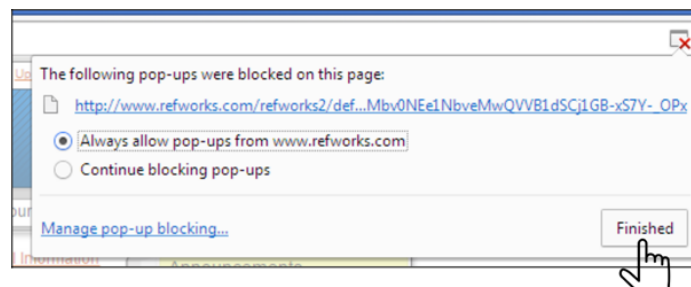
- Click **Print References**.



- In some cases, this will trigger the pop-up blocker. If the print preview window does not open in a new tab you will need to disable the pop-up blocker. Click the **Pop-up blocked** icon in the URL field or the corresponding square icon: 

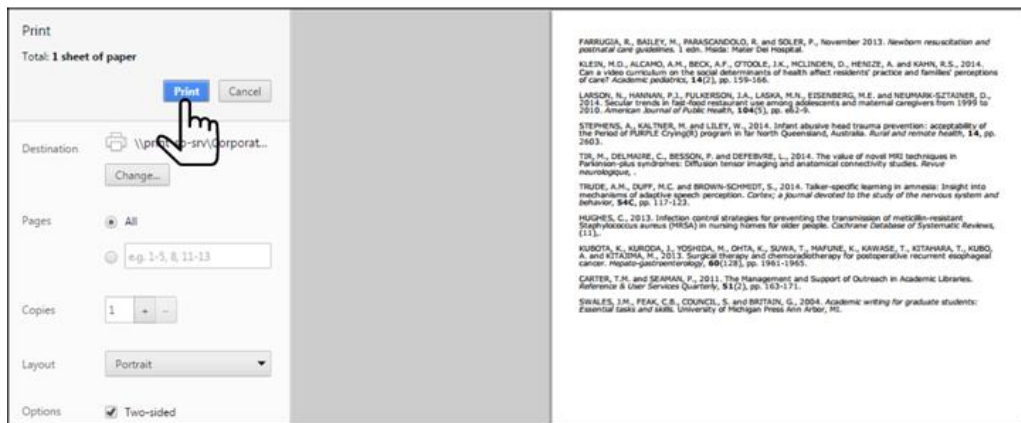


- Select **Always allow pop-ups from www.refworks.com**. Click **Finished**. Click the **Print References** option once again.

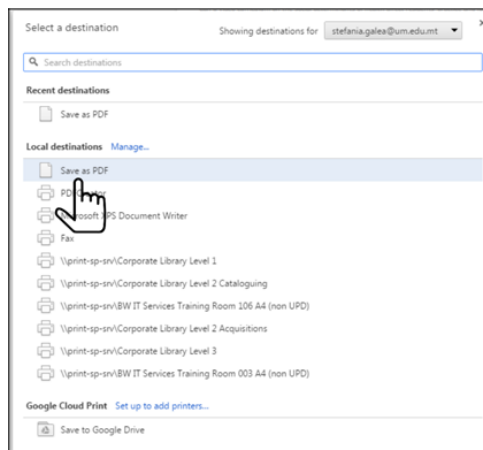


- The print preview window is displayed. You can print the publication list or save it as a PDF document from this window.

9. To print click **Print** .



10. To save the document as a PDF, click on the **Change** button next to the **Destination** option. Select **Save as PDF**.



11. Click Save.

Should you need further help please do not hesitate to contact:
refworks.lib@um.edu.mt