

Organisér og del dine referencer

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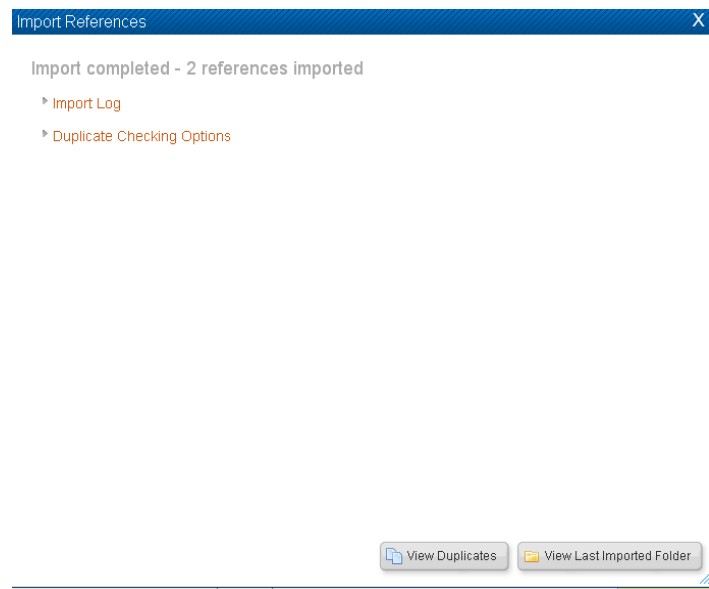
Denne guide er udarbejdet af Fagbiblioteket og er sidst revideret maj 2016

Ved import af referencer

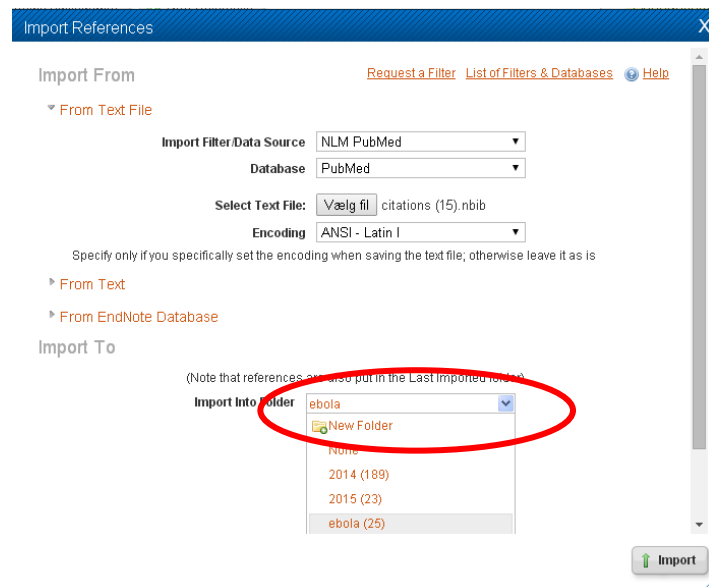
I takt med at du får flere og flere referencer overført til RefWorks vil det være en god idé at organisere dem i mapper/foldere

Ved direkte eksport lægges referencerne altid i folderen "Last Imported", og du skal bagefter lægge referencer over i relevante foldere

Direkte eksport er muligt fra mange databaser og også fra nogle tidsskrifters hjemmesider. Se evt mere her: https://www.refworks.com/content/products/direct_export.asp



Ved importering via en tekstfil, f.eks. fra PubMed, har du mulighed for at vælge en af dine eksisterende foldere, eller lave en ny folder inden du klikker på "Import".



Opret en 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 bar is on the right. Below the navigation bar, there are three buttons: 'New Folder', 'Create Bibliography', and 'New Reference'. The 'New Folder' button is circled in red. Below this, there is a breadcrumb trail: 'References > Last Imported'. The main content area is divided into 'References' and 'Organize Folders'. The 'Organize Folders' section has a 'References to Use' dropdown with 'Selected', 'Page', and 'All in List' options. The 'All in List' option is circled in red. Below this, there is a 'Sort by' dropdown set to 'Authors, Primary' and a 'Change View' dropdown set to 'Full View'. A 'New Folder' dialog box is open, showing a list of folders: 'New Folder', 'My List', and 'Last Imported'. The 'New Folder' button in the dialog is also circled in red. On the right side, there is a sidebar with 'Announcements', 'Resources', and 'Folders'. The 'Folders' section shows 'My List', 'Not In Folder (3)', and 'Last Imported (0)'.

Klik på "New Folder" knappen øverst til venstre, eller på ikonet for foldere med det grønne +

Skal alle referencerne i den samme mappe, sæt markøren i "All in List" og før musen over til Folderikonet og vælg den folder du vil gemme referencerne i.

The screenshot shows the RefWorks web interface with a list of references. The 'All in List' option in the 'References to Use' dropdown is circled in red. The list of references is as follows:

Ref ID	Authors	Title	Source	Folders
2036	Bevington, Frances; Kar	Ebola as a Case Study	J PUBLIC HEALTH MA	ebola; Last Imported; III;
2037	Levine, Myron, M.; Tapia	How the current west a	J Infect Dis., 2015, 211, 4, 504-507	ebola; Last Imported;

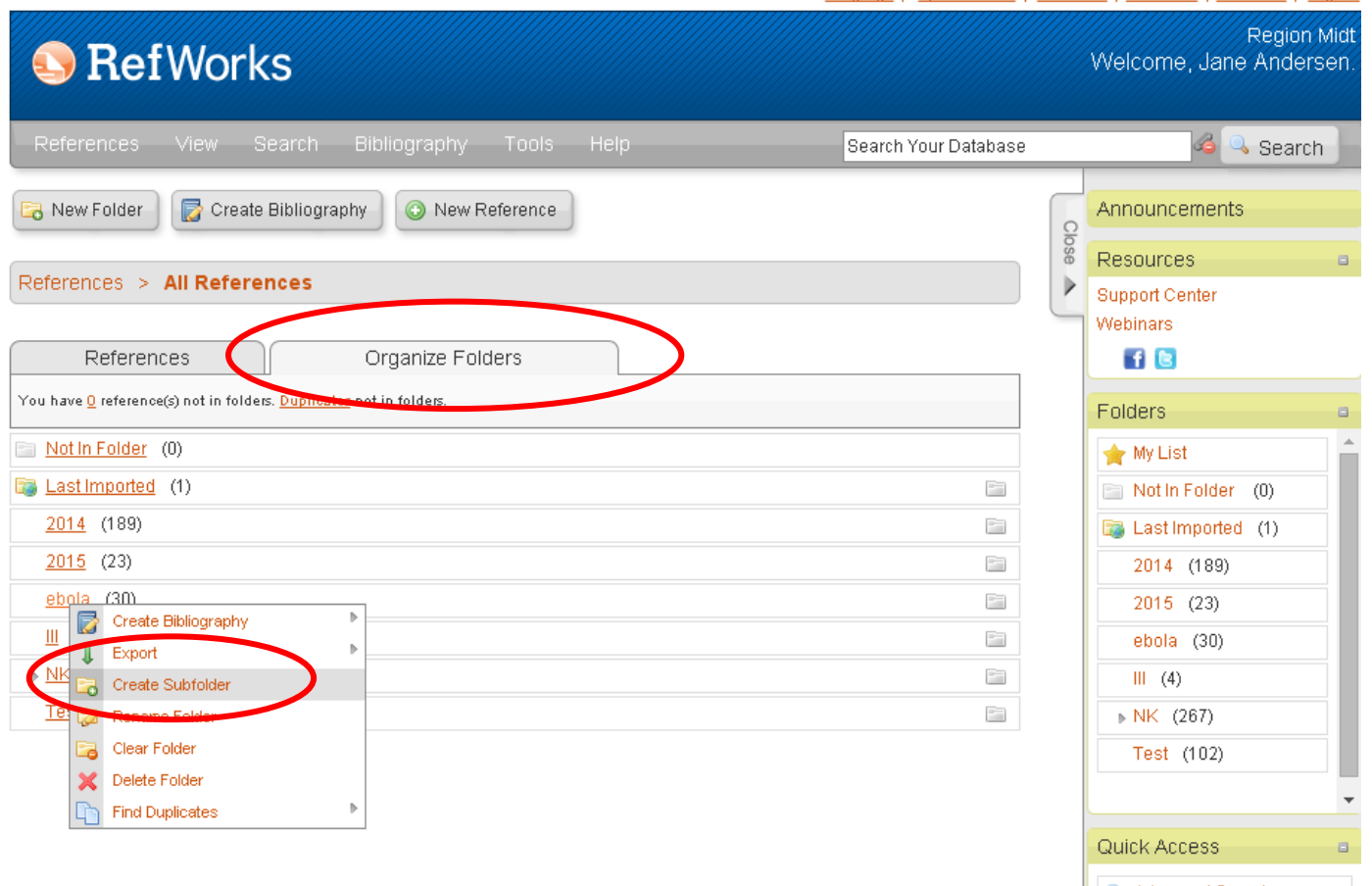
The 'Organize Folders' dialog box is open, showing a list of folders: 'New Folder', 'My List', '2014 (189)', '2015 (23)', 'ebola (29)', 'III (4)', 'NK (267)', and 'Test (102)'. The 'ebola (29)' folder is highlighted in red. The 'Change View' dropdown is set to 'Standard View'.

Opret en undermappe

Klik på fanebladet "Organize Folders"

Højreklik på den folder, du ønsker en undermappe til.

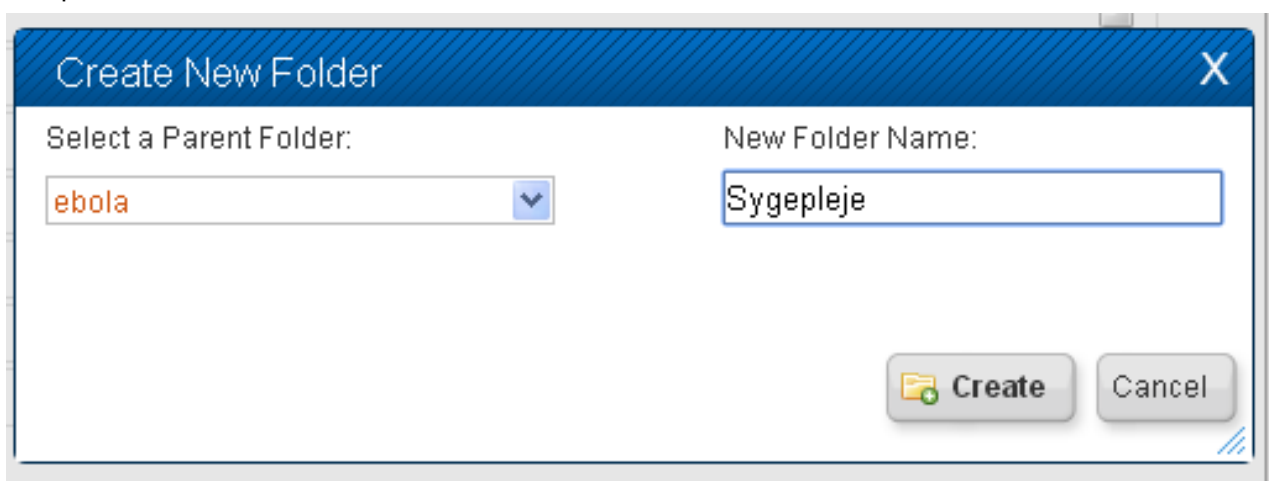
Vælg "Create Subfolder"



The screenshot shows the RefWorks web interface. At the top, the logo 'RefWorks' is visible on the left, and 'Region Midt Welcome, Jane Andersen.' is on the right. Below the logo is a navigation bar with 'References', 'View', 'Search', 'Bibliography', 'Tools', and 'Help'. A search box labeled 'Search Your Database' is on the right. Below the navigation bar are three buttons: 'New Folder', 'Create Bibliography', and 'New Reference'. The main content area shows 'References > All References'. A tab labeled 'Organize Folders' is selected and circled in red. Below the tab, a message states 'You have 0 reference(s) not in folders. Duplicates not in folders.' A list of folders is displayed, including 'Not In Folder (0)', 'Last Imported (1)', '2014 (189)', '2015 (23)', 'ebola (30)', 'III (4)', 'NK (267)', and 'Test (102)'. A context menu is open over the 'NK' folder, with 'Create Subfolder' circled in red. The right sidebar contains sections for 'Announcements', 'Resources', 'Support Center', 'Webinars', 'Folders', and 'Quick Access'. The 'Folders' section lists the same folders as the main area.

Navngiv undermappen

Klik på "Create"



The screenshot shows a 'Create New Folder' dialog box. It has a blue header with the title 'Create New Folder' and a close button (X). The dialog contains two input fields: 'Select a Parent Folder:' with a dropdown menu showing 'ebola', and 'New Folder Name:' with a text box containing 'Sygepleje'. At the bottom right, there are two buttons: 'Create' (with a folder icon) and 'Cancel'.

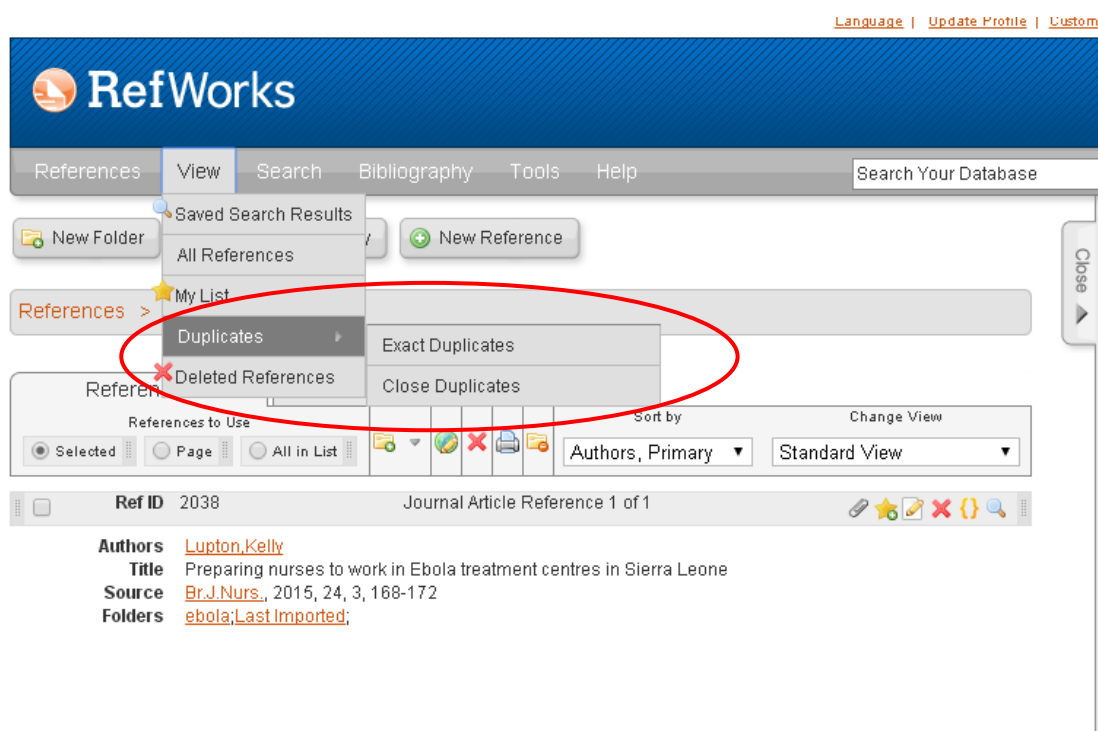
Fjern/søg efter dubletter

Find dubletter Klik på "View" og rul ned til "Duplicates"

Vælg om du vil søge efter "Exact Duplicates" eller om det skal være "Close duplicates"

Exact Duplicates Finder dubletter på forfatter, titel og udgivelsesår.

Close Duplicates En løs sammenligning på forfatter, titel og udgivelsesår, som hvis du f.eks. har indhentet samme reference fra 2 forskellige databaser (e.g. PubMed og Cinahl).



Fjern dubletter/søg efter dubletter i specifik Folder

Klik på fanebladet "Organize Folders"

Højreklik på Folderen du vil tjekke for dubletter

RefWorks

References View Search Bibliography Tools Help Search Your Database

New Folder Create Bibliography New Reference

References > Last Imported

References Organize Folders

You have 0 reference(s) not in folders. Duplicates not in folders.

Not In Folder (0)

Last Imported (1)

2014 (189)

2015 (23)

ebola (30)

Create Bibliography

Export

Create Subfolder

Rename Folder

Clear Folder

Delete Folder

Find Duplicates

Exact Duplicates in this Folder

Close Duplicates in this Folder

Exact Duplicates in All References

Close Duplicates in All References

[Language](#) | [Update Profile](#) | [Cu](#)

RefWorks

References View Search Bibliography Tools Help Search Your Database

New Folder Create Bibliography New Reference

References > ebola > Exact Duplicates

References Organize Folders

References to Use

Selected Page All in List

Sort by Duplicate Change View Standard View

Ref ID 2034 Journal Article Reference 1 of 2

Authors [Falzarano,D.](#); [Feldmann,H.](#)

Title Virology. Delineating Ebola entry

Source [Science](#), 2015, 347, 6225, 947-948, United States

Folders [ebola](#);

Ref ID 2009 Journal Article Reference 2 of 2

Authors [Falzarano,D.](#); [Feldmann,H.](#)

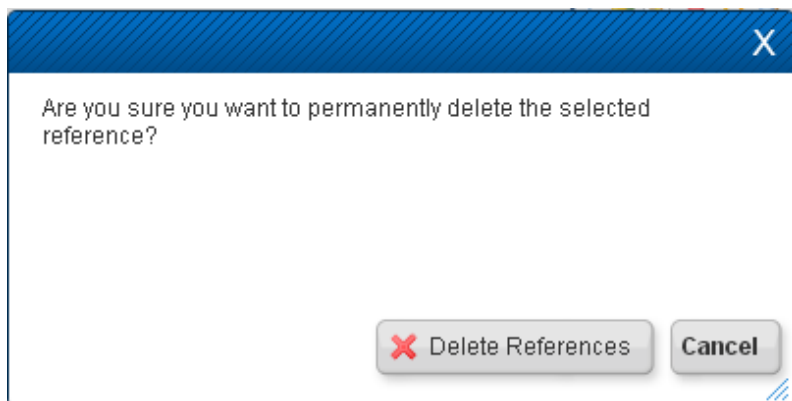
Title Virology. Delineating Ebola entry

Source [Science](#), 2015, 347, 6225, 947-948, United States


Folders [ebola](#);

Resultatet er listet sådan at dubletterne er parret. Det vil sige, den samme reference er der to gange, og den ene er markeret med et flueben. RefWorks vil automatisk sætte flueben i den reference, som du tilføjede sidst i.e. den med det højeste "Ref ID" nummer.

Når markøren er i "Selected" kan dubletterne fjernes ved at klikke på det røde kryds



I boksen skal du bekræfte at du vil slette referencerne.

Alternativt kan du fjerne dubletterne fra den pågældende mappe ved at trykke på . Dette kan være en god idé hvis du samler søgninger fra forskellige databaser og ønsker at gemme alle referencerne.

Vedhæfte filer

Klik på "Edit Reference" ikonet

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 labeled 'Search Your Database' is on the right. Below the navigation bar are buttons for 'New Folder', 'Create Bibliography', and 'New Reference'. The main content area shows a breadcrumb trail 'References > Lupton, Kelly'. Below this is a toolbar with 'References' and 'Organize Folders' tabs. The 'References' tab has options for 'References to Use' (Selected, Page, All in List) and 'Sort by' (Authors, Primary). The 'Organize Folders' tab has icons for folder operations. Below the toolbar, a reference entry is displayed: 'Ref ID 2038', 'Journal Article Reference 1 of 1', 'Ref Type Journal Article', 'Source Type Electronic(1)', 'Output Language Unknown(0)', 'Authors Lupton, Kelly', 'Folders ebola; Last Imported;', and 'Title Preparing nurses to work in Ebola treatment centres in Sierra Leone'. A red arrow points to the 'Edit Reference' icon in the toolbar.

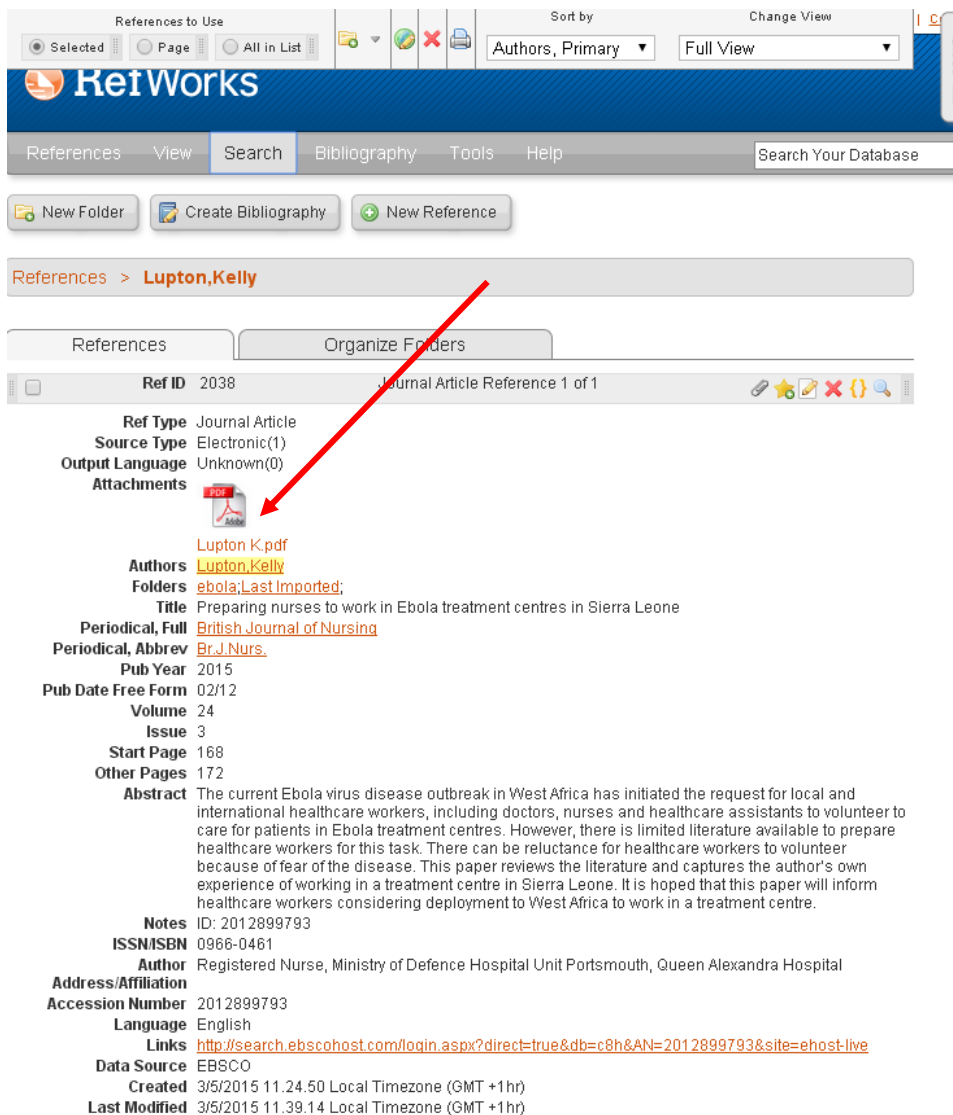
Under "Attachments"

Klik på "Vælg fil" Find filen på din PC og vælg den

Klik på "Save Reference"

The screenshot shows the 'Edit Reference' form in RefWorks. The form has a blue header with the title 'Edit Reference' and a close button. The form contains several input fields: 'Periodical, Full:' with the value 'British Journal of Nursing', 'Pub Year:' with '2015', 'Volume:' with '24', 'Issue:' with '3', 'Start Page:' with '168', 'Other Pages:' with '172', and 'DOI:'. Below these is a rich text editor for 'Original/Translated Title:' with a toolbar containing bold, italic, underline, strikethrough, and link icons. The 'Links:' field contains the URL 'http://search.ebscohost.com/login.aspx?direct=true&db=c8h&AN=2012899793&site=ehost'. The 'Database:' field is empty. On the left side, there are sections for 'Add to folder' with a dropdown menu showing 'Select a folder...' and 'Attachments' with a 'Vælg fil' button and the text 'Der er ikke valgt nogen fil'. At the bottom left, there is a 'Delete' section with a PDF icon. At the bottom right, there are three buttons: 'Duplicate', 'Save Reference' (highlighted with a blue border), and 'Save & Add New'.

Herefter ligger filen gemt sammen med referencen.



References to Use

Sort by: Authors, Primary | Change View: Full View

RetWorks


References View Search Bibliography Tools Help | Search Your Database

New Folder Create Bibliography New Reference

References > Lupton, Kelly

References Organize Folders

Ref ID: 2038 | Journal Article Reference 1 of 1

Ref Type Journal Article
Source Type Electronic(1)
Output Language Unknown(0)
Attachments  Lupton K.pdf
Authors [Lupton, Kelly](#)
Folders [ebola;Last Imported;](#)
Title Preparing nurses to work in Ebola treatment centres in Sierra Leone
Periodical, Full [British Journal of Nursing](#)
Periodical, Abbrev [Br.J.Nurs.](#)
Pub Year 2015
Pub Date Free Form 02/12
Volume 24
Issue 3
Start Page 168
Other Pages 172
Abstract The current Ebola virus disease outbreak in West Africa has initiated the request for local and international healthcare workers, including doctors, nurses and healthcare assistants to volunteer to care for patients in Ebola treatment centres. However, there is limited literature available to prepare healthcare workers for this task. There can be reluctance for healthcare workers to volunteer because of fear of the disease. This paper reviews the literature and captures the author's own experience of working in a treatment centre in Sierra Leone. It is hoped that this paper will inform healthcare workers considering deployment to West Africa to work in a treatment centre.
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Address/Affiliation
Accession Number 2012899793
Language English
Links <http://search.ebscohost.com/login.aspx?direct=true&db=c8h&AN=2012899793&site=ehost-live>
Data Source EBSCO
Created 3/5/2015 11.24.50 Local Timezone (GMT +1hr)
Last Modified 3/5/2015 11.39.14 Local Timezone (GMT +1hr)

Lave Deskriptorer = Egne emneord

Du kan tilføje dine egne emneord til dine gemte referencer. På den måde kan du samle referencer, der handler om samme emne.

Edit Reference

Attachments: ebola Last Imported

Vælg fil Der er ikke valgt nogen fil

Delete

Lupton_K.pdf (985 k)

Additional Fields

Source Type: Print Electronic

Output Language: Unknown

Periodical, Abbrev: Br.J.Nurs.

Pub Date Free Form: 02/12

Descriptors: sygepleje

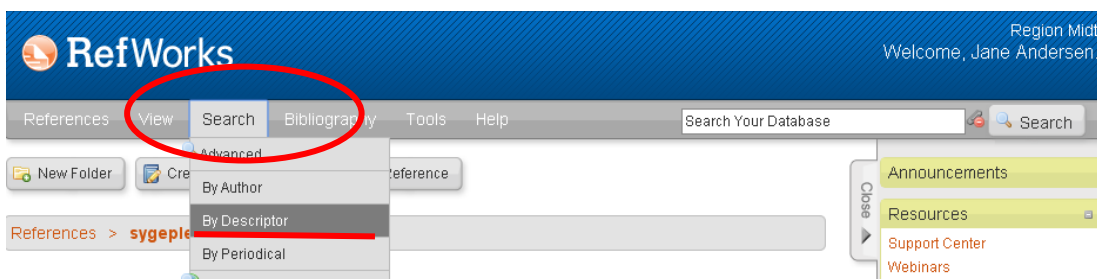
Abstract: and international healthcare workers, including doctors, nurses and healthcare assistants to volunteer to care for patients in Ebola treatment centres. However, there is limited literature available to prepare healthcare workers for this task. There can be reluctance for healthcare workers to volunteer because of fear of the disease. This paper reviews the literature and captures the author's own experience of working in a treatment centre in Sierra Leone. It is hoped that this paper will inform healthcare workers considering deployment to West Africa to work in a treatment centre.

Notes:

Prev Next Duplicate Save Reference Save & Add New

Disse "Descriptors" er søgbare. Det vil sige, at du hurtigt kan finde alle dem du har markeret med et bestemt ord.

Klik på "Search" i bjælken øverst og vælg "By Descriptor"



Lookup by Descriptor

Search Your Database

Top **A B C D E F G H I J K L M N O P Q R S T U V W X Y** [Help](#)

[sygepleje] - [Thioguanine/administration & dosage] [Previous](#) [Next](#)

Descriptor	Number of References	Edit	Delete	Descriptor	Number of References	Edit	Delete
sygepleje	1			Tegafur/administration & dosage/adverse effects	11		
Systematic Random Sample	1			Tegafur/administration & dosage/adverse effects/therapeutic use	2		
Systematic Review	3			Tegafur/administration & dosage/blood/toxicity	1		
T lymphocyte	1			Tegafur/adverse effects	4		
Tamoxifen/administration & dosage	3			Tegafur/pharmacology	1		
Tamoxifen/adverse effects	1			Tegafur/therapeutic use	7		
Tamoxifen/therapeutic use	1			Teratoma/drug therapy	1		
Task Performance and Analysis	10			Testicular Neoplasms/drug therapy	1		
Taxoids/administration & dosage	11			Test-Retest Reliability	1		
Taxoids/administration & dosage/adverse effects/therapeutic use	1			Texas	1		
Taxoids/adverse effects/therapeutic use	1			Thailand	1		
Teaching Methods	3			thematic analysis	6		
Teaching Methods --	4			therapeutic thrombolysis	2		
				thermonile	1		

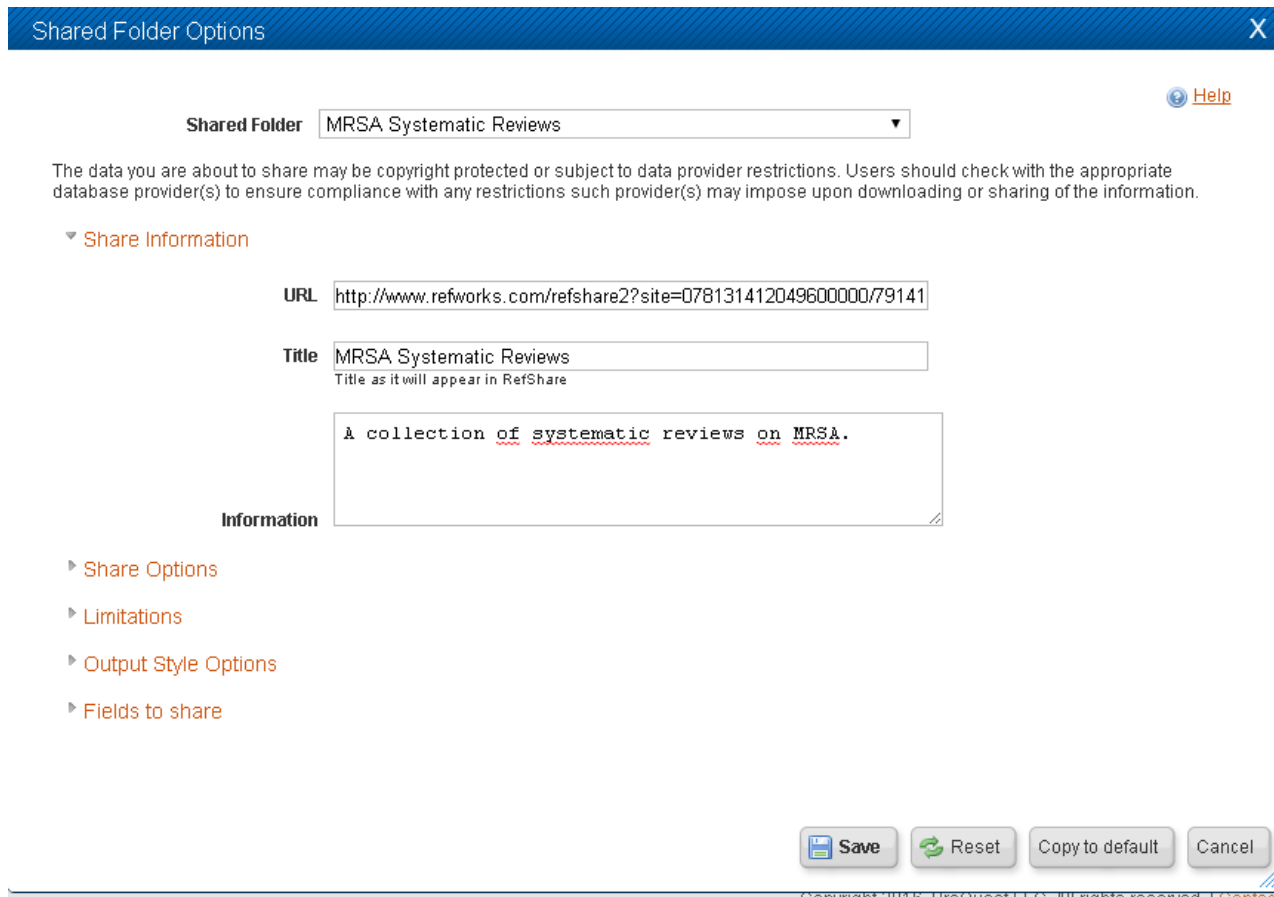
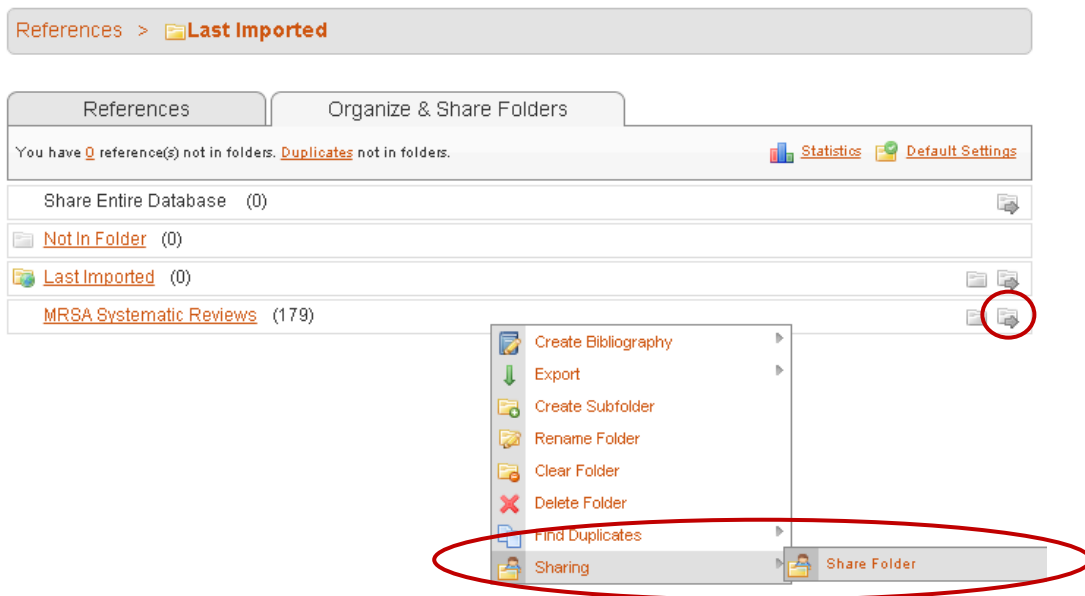
Du kan søge ved at skrive søgeord i boksen, eller slå op i alfabetet
 Klik på det søgte emneord, og alle referencer med denne descriptor bliver vist.

Del dine referencer

Hvis du skal dele referencer med andre, så har du forskellige muligheder. Vi har opstillet tre scenarier, hvor måderne man deler på er forskellige.

Deling af en enkelt mappe

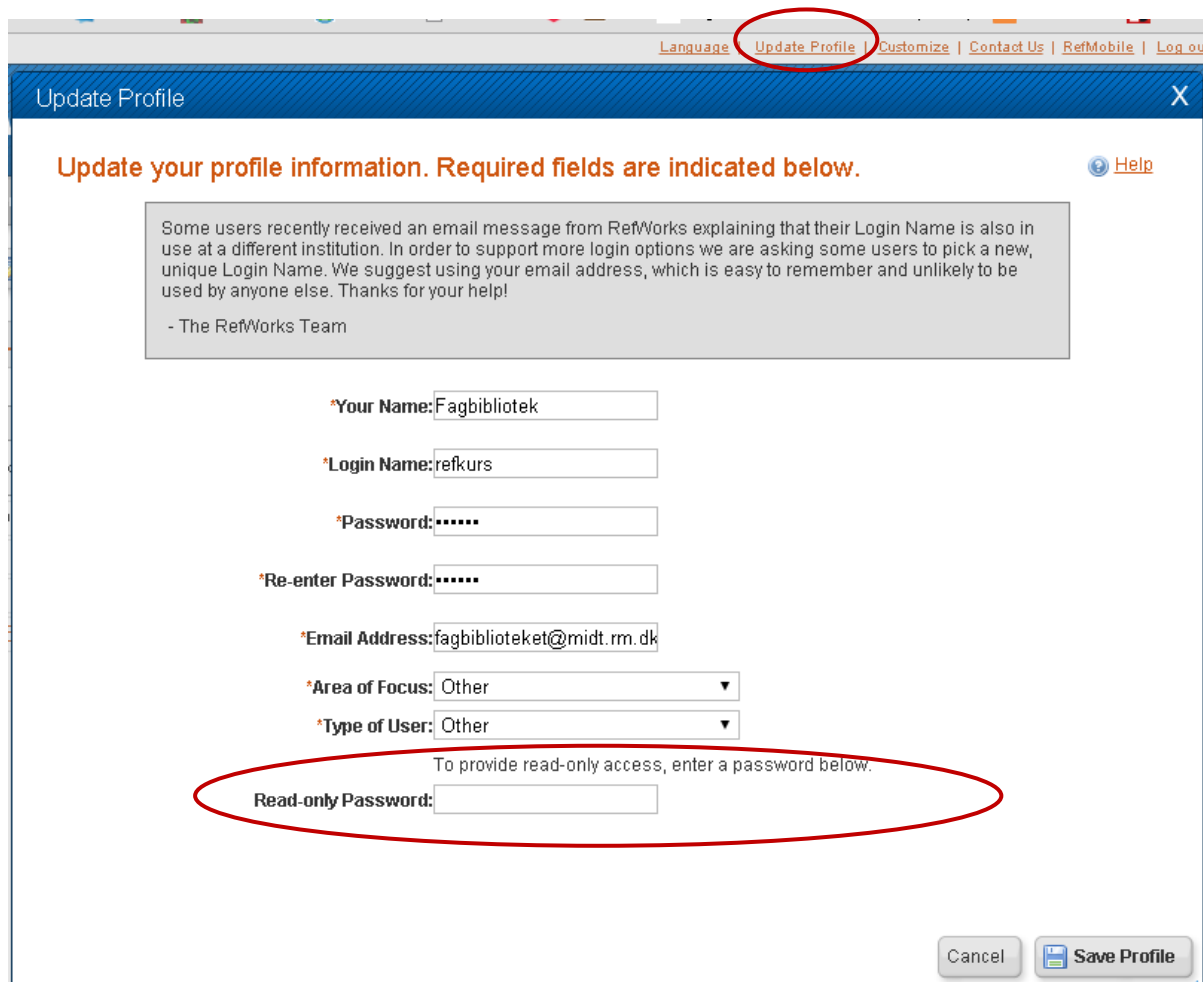
Hvis du har en mappe med referencer, som du gerne vil gøre tilgængelig for andre, så kan du højreklikke på mappen og trykke på "Sharing" -> "Share Folder". Du kan også gå til "Organize & Share Folders" fanen og trykke på "Share"-ikonet ud for den ønskede mappe. Du får en URL, som du kan dele med dem du vil, og de kan derefter se og kopiere referencerne over i deres egen RefWorks konto.



Adgang med Read-only password

Hvis du ønsker at give en person adgang til din konto, men uden at de kan få lov til at ændre i dine referencer, så kan du oprette et "Read-only" password. Vælg "Update Profile" i øverste højre hjørne og indtast det ønskede Read-only password. Brugernavnet er det samme, som det du selv anvender.

Nu kan personer med koden se referencerne og anvende dem i Write-N-cite uden at du risikerer at de sletter noget.



Language | **Update Profile** | Customize | Contact Us | RefMobile | Log out

Update Profile

Update your profile information. Required fields are indicated below. [Help](#)

Some users recently received an email message from RefWorks explaining that their Login Name is also in use at a different institution. In order to support more login options we are asking some users to pick a new, unique Login Name. We suggest using your email address, which is easy to remember and unlikely to be used by anyone else. Thanks for your help!

- The RefWorks Team

*Your Name:

*Login Name:

*Password:

*Re-enter Password:

*Email Address:

*Area of Focus:

*Type of User:

To provide read-only access, enter a password below.

Read-only Password:

Cancel

Opret en projektkonto

Hvis I er flere om et projekt, hvor I alle skal kunne importere referencer og anvende dem i samme dokument, så anbefaler vi, at I opretter en ny konto. Man kan oprette flere konti til samme e-mail, så I kan oprette en konto for et specifikt projekt. Herefter kan I vælge om alle skal have det rigtige password eller om I vil gøre brug af Read-only funktionen.