

Adding Content from Arthur to Refworks

Go to the library webpage at: <http://www.lincolnu.edu/web/library/library>

Click on one of the following possible links, the ARTHUR logo, the "Online Catalog" link, or the "I need to find a book," link.

Quick Help

- [I need to find a book.](#)
- [I need to find an article.](#)
- [I need to ask a question.](#)

Welcome to Inman E. Page Library's Home on the Web. We hope to make your information seeking experience [easier](#) by providing links to many [useful electronic resources](#), such as the [Missouri River Regional Library](#) and our Online Public Access Catalog (OPAC) Arthur. Please feel free to [contact us](#) if you have any needs or suggestions.

...arbooks? You can find more information at www.sos.mo.gov/mdh. "This project is made possible by a grant from the U.S. Institute of Museum and Library Services." Are you interested in learning more about Lincoln University's History? Try checking out Lincoln University's [Archives](#) and Ethnic Studies Center here in the library.

- [Online Catalog](#)
- [Library Open Hours](#)
- [Faculty: Submit Requests for New Materials](#)
- [Libguides](#)

Arthur
A MOBILUS Library Catalog

Need a Reference Librarian? [Try this form](#)

or Try Texting Us:
573.535.5354

Conduct your search as you would normally. In this sample case a keyword search was used.

Lincoln University
ARTHUR
A MOBILUS Library Catalog
MOBIUS
LINKING MISSOURI'S LIBRARIES

New Search My Library Account Help Course Reserves

Modify Search View/Export Saved Records Clear Saved Records Search MOBILUS

(Search History)

Keyword (smoking) and (teenagers) Lincoln University Search

Limit search to available items
7 results found, sorted by date .

Save Marked for Print/Email Save All on Page

Keywords (1-7 of 7)

1 [Preventing tobacco use among youth and young adults a report of the Surgeon General.](#)
United States. Public Health Service. Office of the Surgeon General. Rockville, MD. : U.S. Dept. of Health and Human Services, Public Health Service, Office of the Surgeon General, 2012.

LOCATION	CALL #	NOTE	STATUS
LU GovDoc Electronic	HE 20.7615:Y 8/2012		AVAILABLE

[Browse nearby](#)

2 [Smoking, alcohol use, and illicit drug use reported by adolescents aged 12-17 years United States. 1](#)

Search Options
Advanced Search
Author
Title
Journals, Magazines, Newspapers
Numbers
Subject (LC)
Children's Subject
Author and Title

Review the items you wish to examine more closely or simply checkmark beside an entry and choose save for print or email.

7 results found, sorted by date .

Save Marked for Print/Email Save All on Page

Keywords (1-7 of 7)

1 [Preventing tobacco use among youth and young adults a report of the Surgeon General.](#)
United States. Public Health Service. Office of the Surgeon General. Rockville, MD. : U.S. Dept. of Health and Human Services, Public Health Service, Office of the Surgeon General, 2012.

2 [Smoking, alcohol use, and illicit drug use reported by adolescents aged 12-17 years United States. 1](#)

LOCATION	CALL #	NOTE	STATUS
LU GovDoc Electronic	HE 20.7615:Y 8/2012		AVAILABLE

[Browse nearby](#)

OR

Save for Print/Email MARC Display Return to Browse Modify Search More Like This
View/Export Saved Records Clear Saved Records Search MOBIUS
(smoking) and (teenagers) Lincoln University Search
 Limit search to available items
7 results found. sorted by date .
(Search History)

Corporate: **United States. Public Health Service. Office of the Surgeon General.**
Author
Title: **Preventing tobacco use among youth and young adults [electronic resource] : a report of the Surgeon General.**
Imprint: Rockville, MD. : U.S. Dept. of Health and Human Services, Public Health Service, Office of the Surgeon General, 2012.
Rating ☆☆☆☆☆

Book

Connect to
Connect to <http://purl.fdlp.gov/GPO/gpo21718>

LOCATION	CALL #	NOTE	STATUS
LU GovDoc	HE 20.7615:Y		
Electronic	8/2012		AVAILABLE

[Browse nearby](#)

As your search deepens or narrows, continue saving your favored entries, until you have finished your search.

When you are finished with your search it is time to view the saved results.

New Search My Library Account Help Course Reserves
Modify Search View/Export Saved Records Clear Saved Records Search MOBIUS
Keyword (smoking) and (teenagers) Lincoln University Search
 Limit search to available items
7 results found. sorted by date .
Save Marked for Print/Email Save
Keywords (1-7 of 7)

A list of the results you have saved will appear. Click the “View/Export Saved Records” link. This link is different from the first, even though they share the same link name.

Saved Records

View/Export Saved Request Saved Back Clear Saved Records

Your List of Saved Records

Save All Clear All Selected

Num	Mark	Exact Titles (1-
1	<input type="checkbox"/>	Preventing tobacco use among youth and young adults a report of the Surgeon General. [electronic resource] United States.
2	<input type="checkbox"/>	Smoking, alcohol use, and illicit drug use reported by adolescents aged 12-17 years United States, 1999-2004 [electronic resource] : by Cheryl D. Fryar ... [et al.].
3	<input type="checkbox"/>	Changing adolescent smoking prevalence : where it is and why.

The next page will also display the list of records. It also has several options. Under Format of List choose MARC.

The next step is a little trickier. To import the MARC records into Refworks, you can either copy the text into a field OR you can upload a text-based document. Both will work, but you may want to use the text-based document if you have a lot of different entries. To add a text-based document, under the Send To list, choose Local Disk.

Make sure you checkmark (either by choosing save all or by checkmarking by each entry) the entries that you want to port to Refworks.

When you are ready choose Submit.

Extended Display Back Clear Saved Records View/Export Saved Records

Format Of List

Full Display
 Brief Display
 MARC

Send List To

E-Mail
Mail To: _____
Subject: From the Ar... ur Library Catalog
 Screen
 Local Disk

Submit

3 Save All Clear All Delete Selected

4

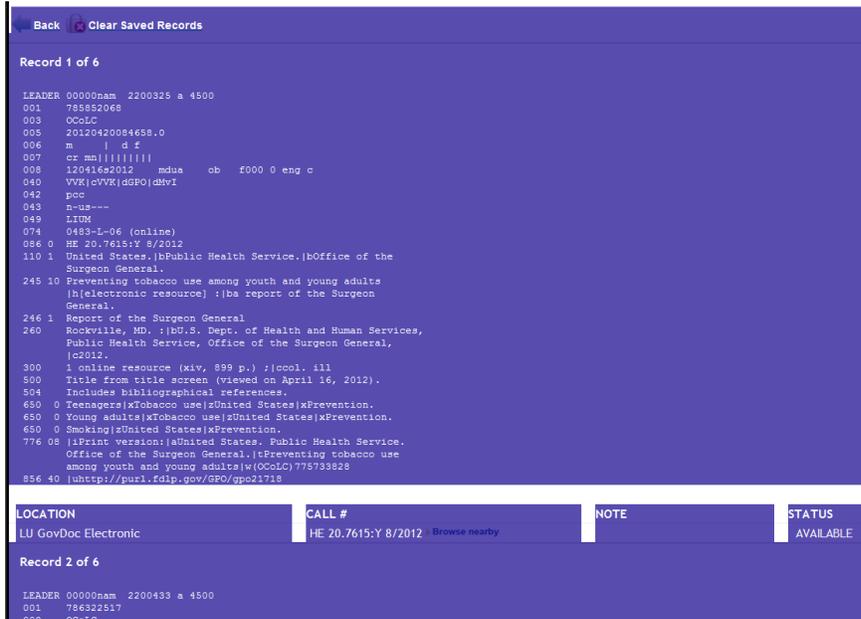
Your Lists Records

Num	Mark	Exports (1-6 of 6)	Media	Year
1	<input type="checkbox"/>	Preventing tobacco use among youth and young adults a report of the Surgeon General. [electronic resource] : : United States.	Book	2012
2	<input type="checkbox"/>	Smoking, alcohol use, and illicit drug use reported by adolescents aged 12-17 years United States, 1999-2004 [electronic resource] : by Cheryl D. Fryar ... [et al.].	Book	2009
3	<input type="checkbox"/>	Changing adolescent smoking prevalence : where it is and why.	Book	2001

Search Options

Advanced Search
Author
Title
Journals, Magazines, Newspapers
Numbers
Subject (LC)
Children's Subject
Author and Title

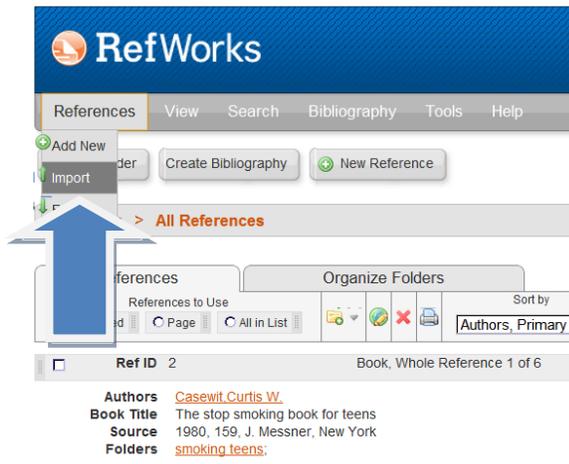
A new page will display with the MARC records. Select All (Ctrl+A) to highlight all the records. Then copy the records (Ctrl+C).



Open up Refworks and sign in, if you haven't already.

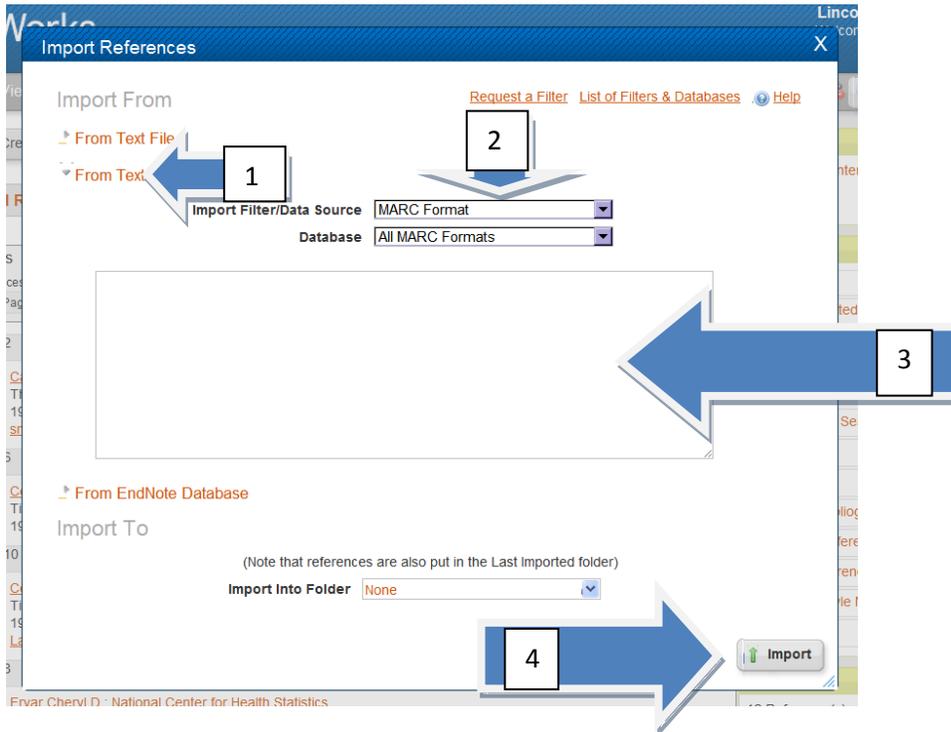
Refworks can be found at <http://www.refworks.com/refworks>

Once in Refworks, go to References and then Import.

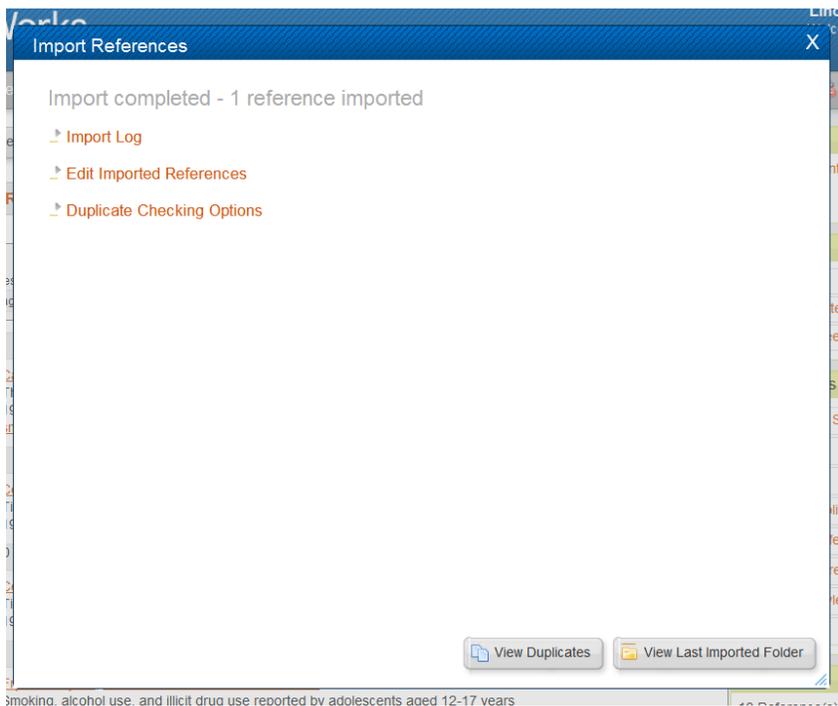


An Import From menu will display. Click "From Text". Then choose MARC record from the dropdown menu labeled Import Filter/Data Source. The database format should automatically display once you've

chosen the MARC format. Click in the form/text field. Paste the content you copied (Ctrl+P). When the content is pasted, choose Import.



An Import Receipt will display. You may either search for duplicates or close out of the receipt. Your entries should now be posted.



You will see your new entries under the All References tab. You may organize, revise and use the available Refworks tools on these new entries.

The screenshot displays the Refworks interface. At the top, a breadcrumb trail reads "References > All References". Below this is a toolbar with tabs for "References" and "Organize Folders". The "References" tab is active, showing options for "References to Use" (Selected, Page, All in List), "Sort by" (Authors, Primary), and "Change View" (Standard View). The main area lists four references:

- Ref ID 2**: Book, Whole Reference 1 of 13. Author: [Casewit, Curtis W.](#). Book Title: The stop smoking book for teens. Source: 1980, 159, J. Messner, New York. Folders: [smoking teens](#).
- Ref ID 6**: Book, Whole Reference 2 of 13. Author: [Center for Substance Abuse Prevention](#). Book Title: Tips for teens about smoking. Source: 1994, 6, Center for Substance Abuse Prevention, Rockville, Md.
- Ref ID 10**: Book, Whole Reference 3 of 13. Author: [Center for Substance Abuse Prevention](#). Book Title: Tips for teens about smoking. Source: 1994, 6, Center for Substance Abuse Prevention, Rockville, Md.
- Ref ID 8**: Book, Whole Reference 4 of 13. Author: [Fryar, Cheryl D.](#); [National Center for Health Statistics](#). Book Title: Smoking, alcohol use, and illicit drug use reported by adolescents aged 12-17 years. Source: 2009, (PHS) 2009-1250, 25, U.S. Dept. of Health and Human Services, Centers for Disease Control and Prevention, National Center for Health Statistics, Hyattsville, MD.

On the right side, a sidebar contains several sections:

- Resources**: Support Center, Webinars, and social media icons.
- Folders**: My List, Last Imported (1), and smoking teens (4).
- Quick Access**: Advanced Search, Import, Export, Create Bibliography, Delete References, Print References, Output Style Manager, and Customize.
- Statistics**: 13 Reference(s).