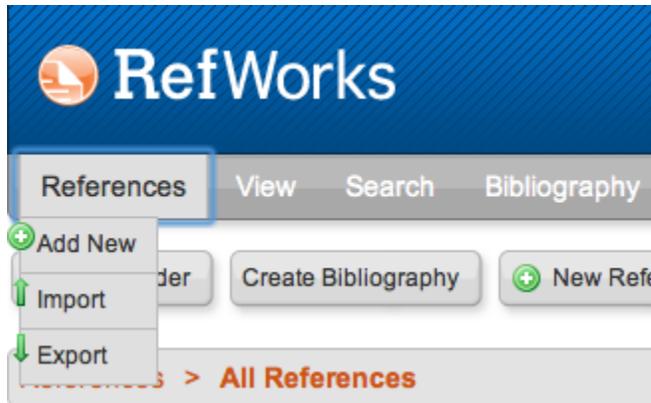
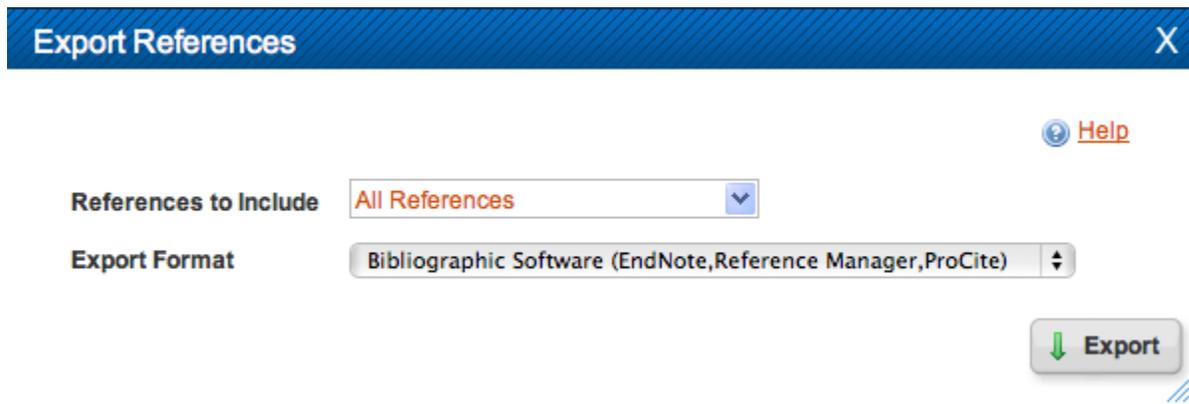


Steps to Export from RefWorks to Zotero

Log into [RefWorks](#), then click on **References > Export**.



2) Select **All References** in the drop-down menu to export all your references at once. Keep the format as **Bibliographic Software**. (The only way to preserve your RefWorks folder structure when migrating to Zotero is to select each folder, one at a time. You can select the folder by using the aforementioned drop-down menu. Click **Export** once you have made your selections.



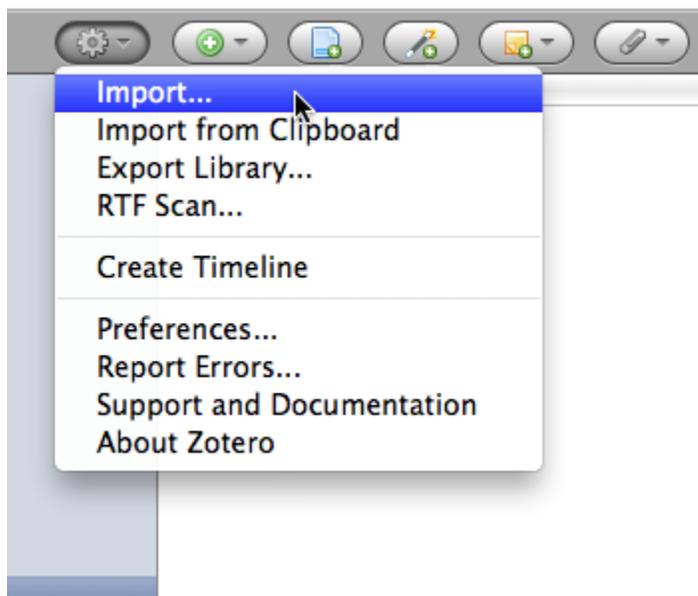
3) A new window or tab will open in your web browser, displaying your references. Go to the browser file menu and select **File > Save Page As** (In Internet Explorer, **Save as...**). The file needs to be saved as a Plain Text file: TXT. If you are exporting all of your references you do not need to change the

name of the TXT file being saved. If you are exporting one folder at a time to preserve your folder structure, then rename the file with same name as the folder being exported.

4) If you have not already installed Zotero, download [Zotero for Firefox or Zotero Standalone](#).

5) Open Zotero for Firefox by clicking the Zotero icon in the lower-right corner of the Firefox browser, or just launch Zotero Standalone for Mac or PC.

6) Within Zotero, click the **Actions** menu icon (looks like a gear) and select **Import**.



7) A file browser window will open. Select the text file you created earlier and click **Open**. The references will be imported and stored in a Zotero collection folder in the left pane. It will have the same name as the text file you imported.

NOTES:

- **VERY IMPORTANT! Attachments in RefWorks will not be exported. You'll need to save these individually and then attach them to the appropriate reference in Zotero.**
- After the migration Refworks Descriptors will be appear as Zotero Tags.