

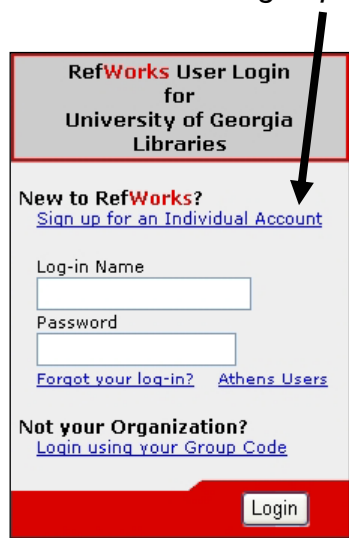
Create Account/Welcome Screen

Creating Your Account

Your RefWorks account must be created while you are on campus at the University of Georgia. You will receive a **Subscriber Group Code** after you create an account. You may create more than one account, including shared accounts. Remember your login name(s) and password(s).

Make an individual account. **Set up this account while you are on campus.**

- Go to <http://www.refworks.com/refworks/>
- Click on *Sign up for an Individual Account*



RefWorks User Login
for
University of Georgia
Libraries

New to RefWorks?
[Sign up for an Individual Account](#)

Log-in Name

Password

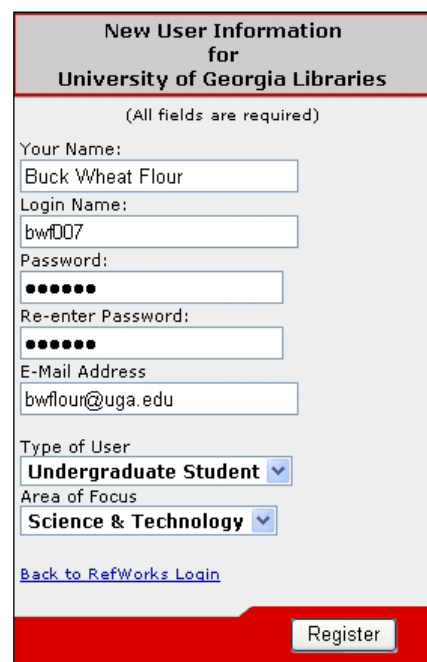
[Forgot your log-in?](#) [Athens Users](#)

Not your Organization?
[Login using your Group Code](#)

Login

Fill in the requested information. Click: *Register*.

Remember your
Log-in Name
and *Password*.



New User Information
for
University of Georgia Libraries

(All fields are required)

Your Name:

Login Name:

Password:

Re-enter Password:

E-Mail Address

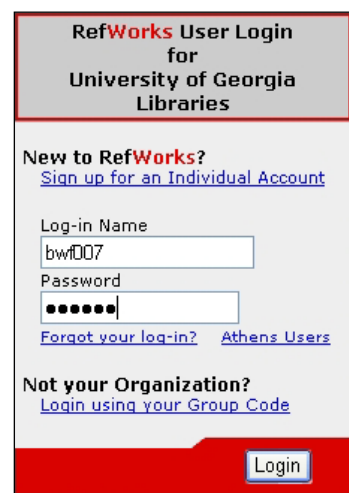
Type of User

Area of Focus

[Back to RefWorks Login](#)

Register

After you register, you will receive an email confirmation that includes an access code, **Subscriber Group Code**. You need the code when you use RefWorks from **off campus**.



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Login

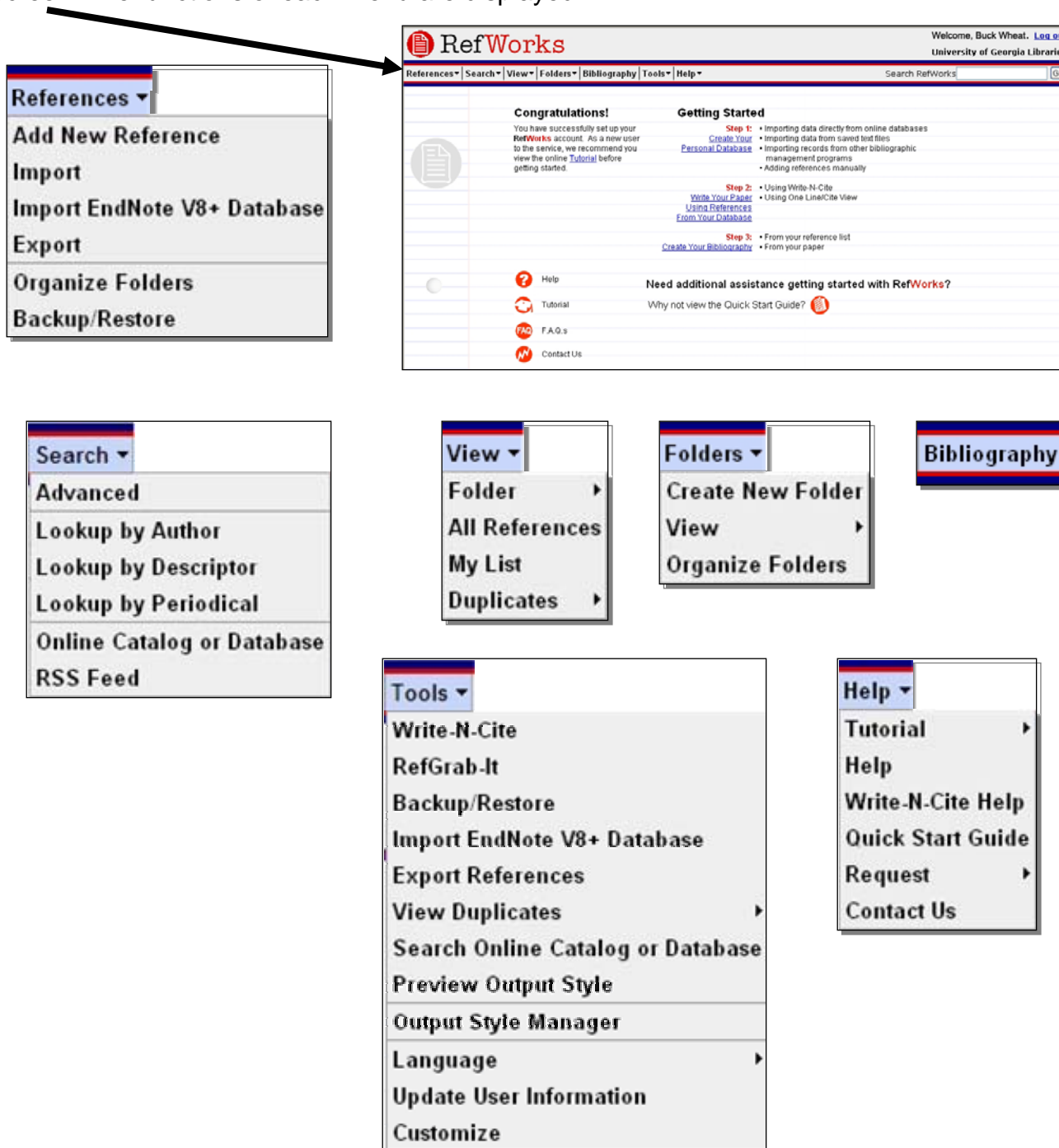
Return to the login screen, enter your *Log-in Name* and *Password*. Click *Login*.

Where Are Your Citations?

Your references are stored on the RefWorks server on the World Wide Web. The benefit of remote storage is that you can input and manipulate your citations from any computer with WWW access. Your references will keep till you need them in a paper or bibliography. There is no limit to the number of references you can store in RefWorks.

The Welcome Screen

RefWorks functions are located in the menu bar in the upper left corner of the Welcome Screen. The functions of each menu are displayed.



The screenshot shows the RefWorks Welcome Screen with the following menu items and their sub-items:

- References**
 - Add New Reference
 - Import
 - Import EndNote V8+ Database
 - Export
 - Organize Folders
 - Backup/Restore
- Search**
 - Advanced
 - Lookup by Author
 - Lookup by Descriptor
 - Lookup by Periodical
 - Online Catalog or Database
 - RSS Feed
- View**
 - Folder
 - All References
 - My List
 - Duplicates
- Folders**
 - Create New Folder
 - View
 - Organize Folders
- Bibliography**
- Tools**
 - Write-N-Cite
 - RefGrab-It
 - Backup/Restore
 - Import EndNote V8+ Database
 - Export References
 - View Duplicates
 - Search Online Catalog or Database
 - Preview Output Style
 - Output Style Manager
 - Language
 - Update User Information
 - Customize
- Help**
 - Tutorial
 - Help
 - Write-N-Cite Help
 - Quick Start Guide
 - Request
 - Contact Us

The main screen also features a 'Getting Started' section with three steps: Step 1 (Importing data), Step 2 (Using Write-N-Cite), and Step 3 (From your reference list). It includes links for 'Create Your Personal Database', 'Write Your Paper Using References From Your Database', and 'Create Your Bibliography'. There are also links for 'Help', 'Tutorial', 'FAQs', and 'Contact Us'.