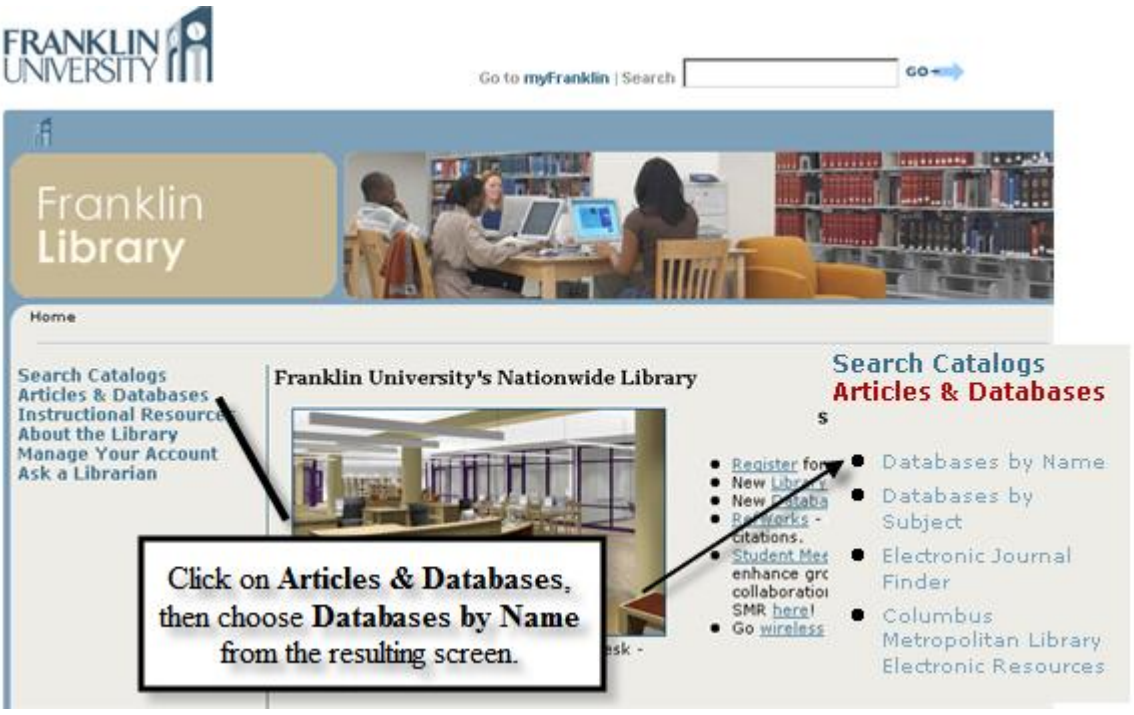
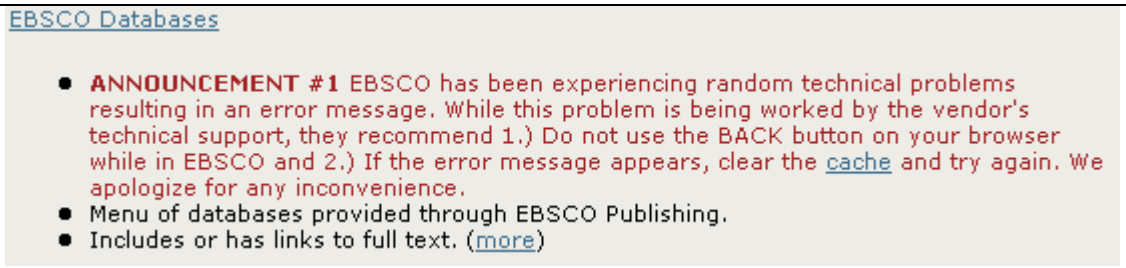
(Creating in-text citations, bibliographies, and paper-formatting)

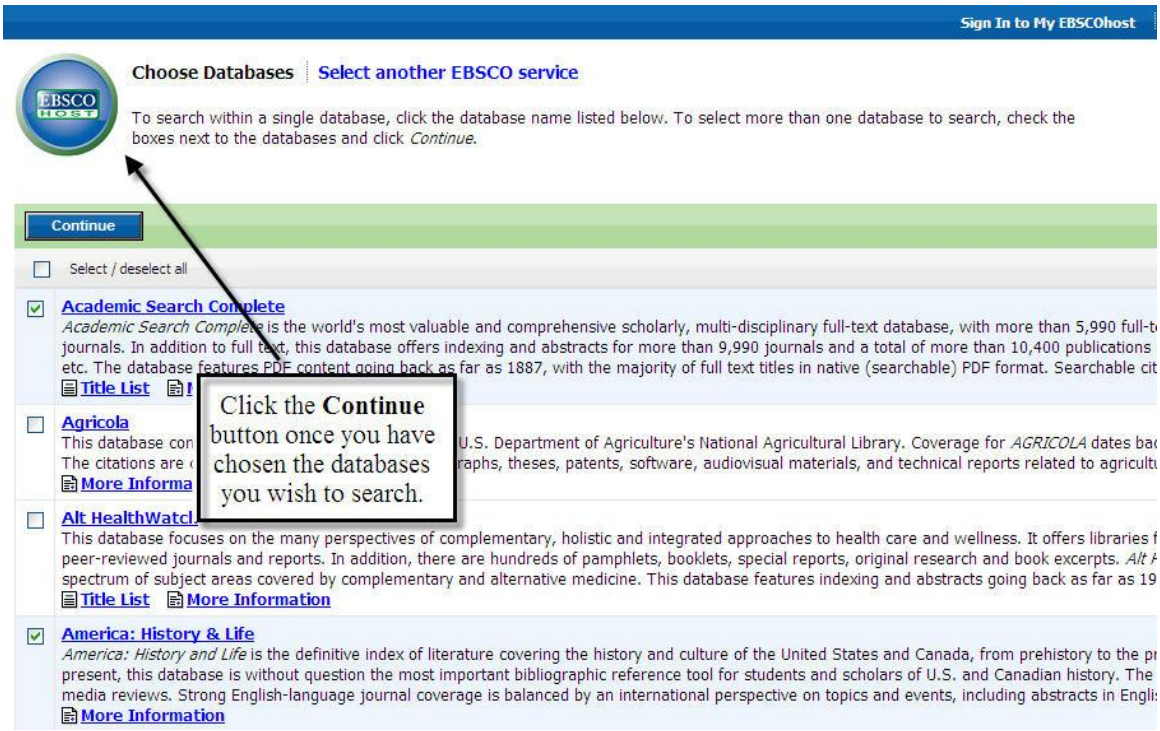
Quick Reference Card 2b: Creating a list of references from EBSCO Databases

In the previous QRC, you saw the process used to create a reference list from the EJC. In this QRC, you will learn how to create a list of references from a different database: EBSCO (EbscoHost). Imagine that you are researching another paper, this time on **"Marketing Trends"**. EBSCO is a great resource for business-related articles.

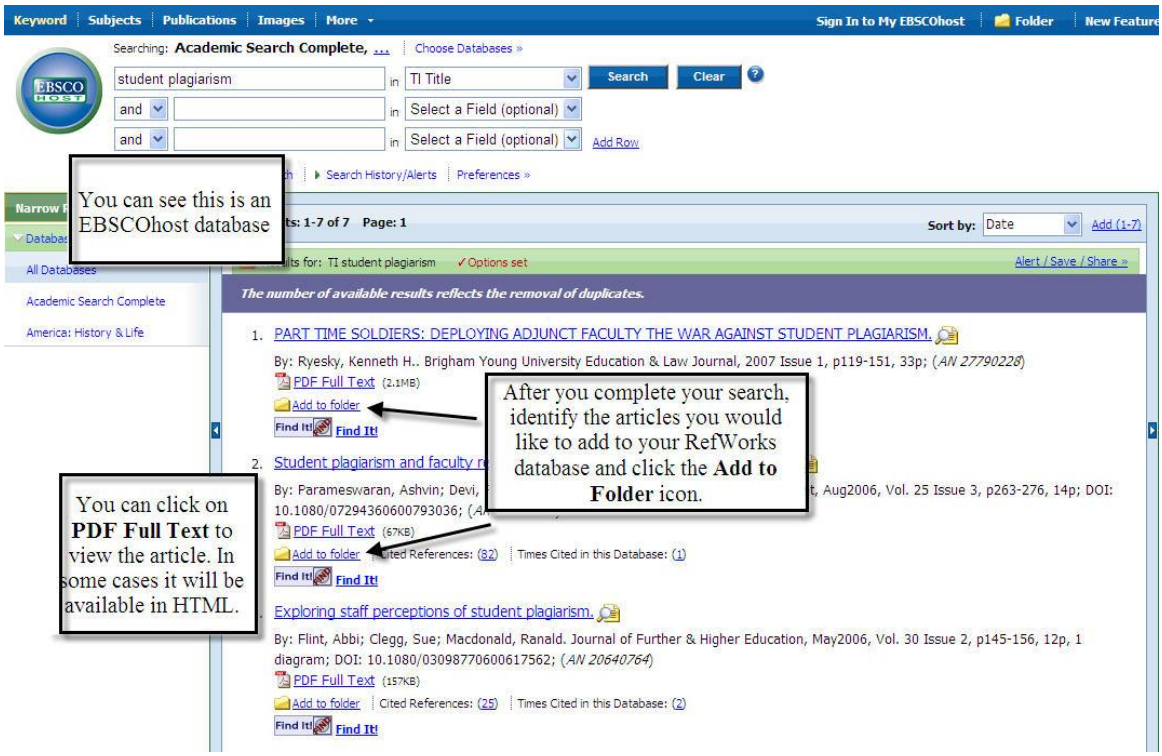
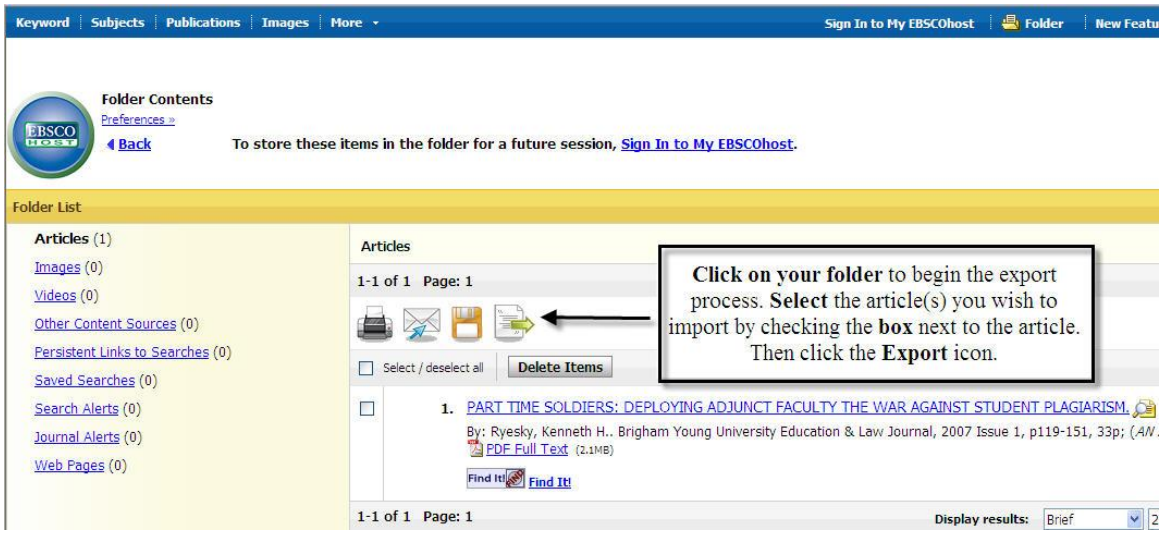
Step 1	Log into RefWorks (see QRC 1) and in a separate browser window, display the Franklin University Library Web site (http://www.franklin.edu/go/library).
Step 2	From the Library home page, click on **Articles & Databases** and choose **Databases by Name.**  A screen will appear with the alphabet. Click on **'E'** and choose **EBSCO Databases**.

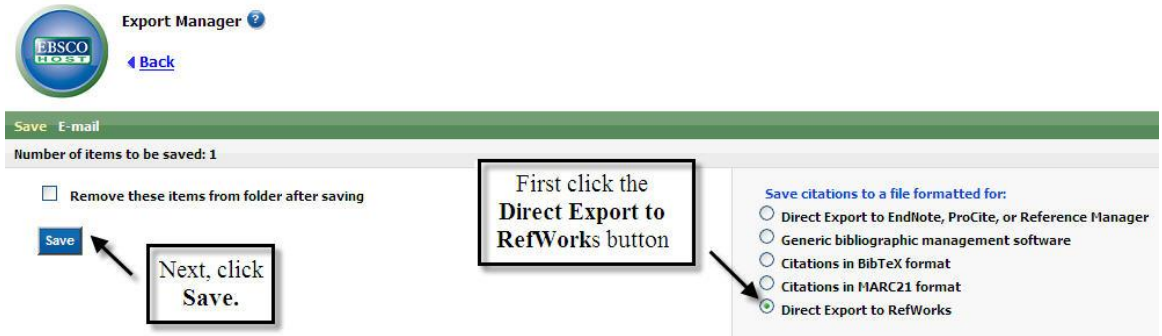
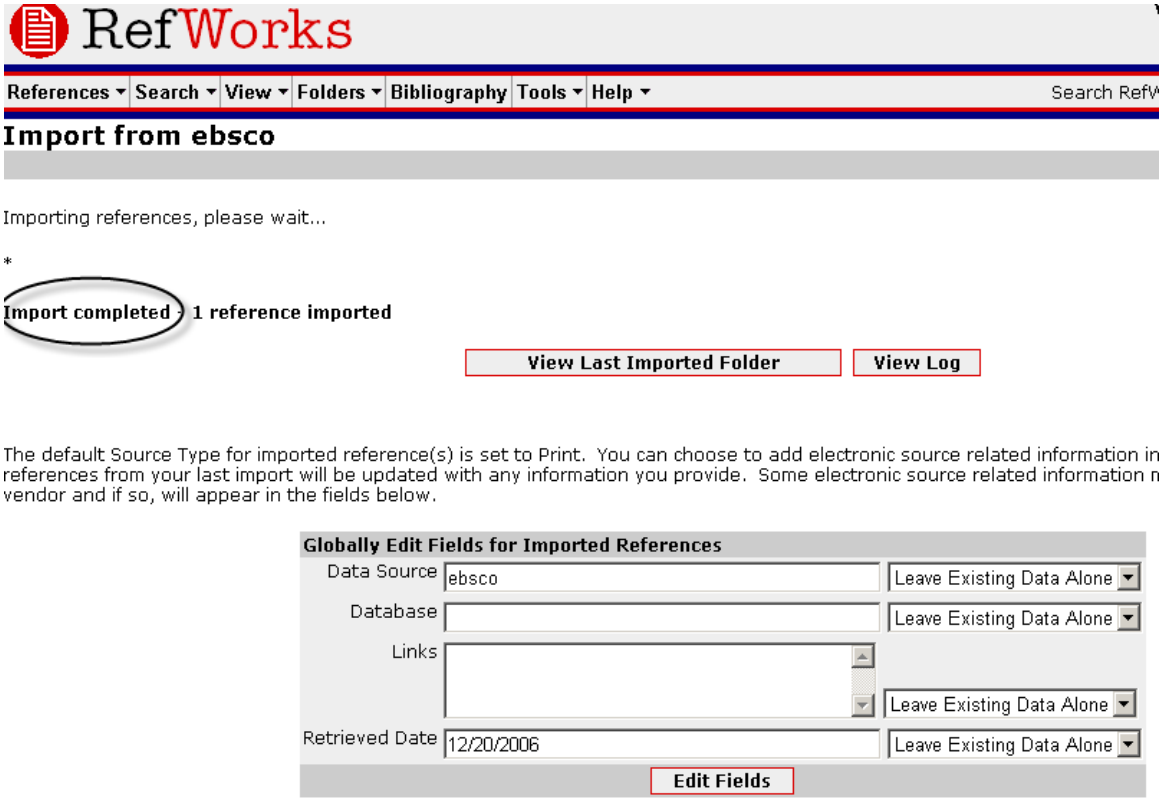


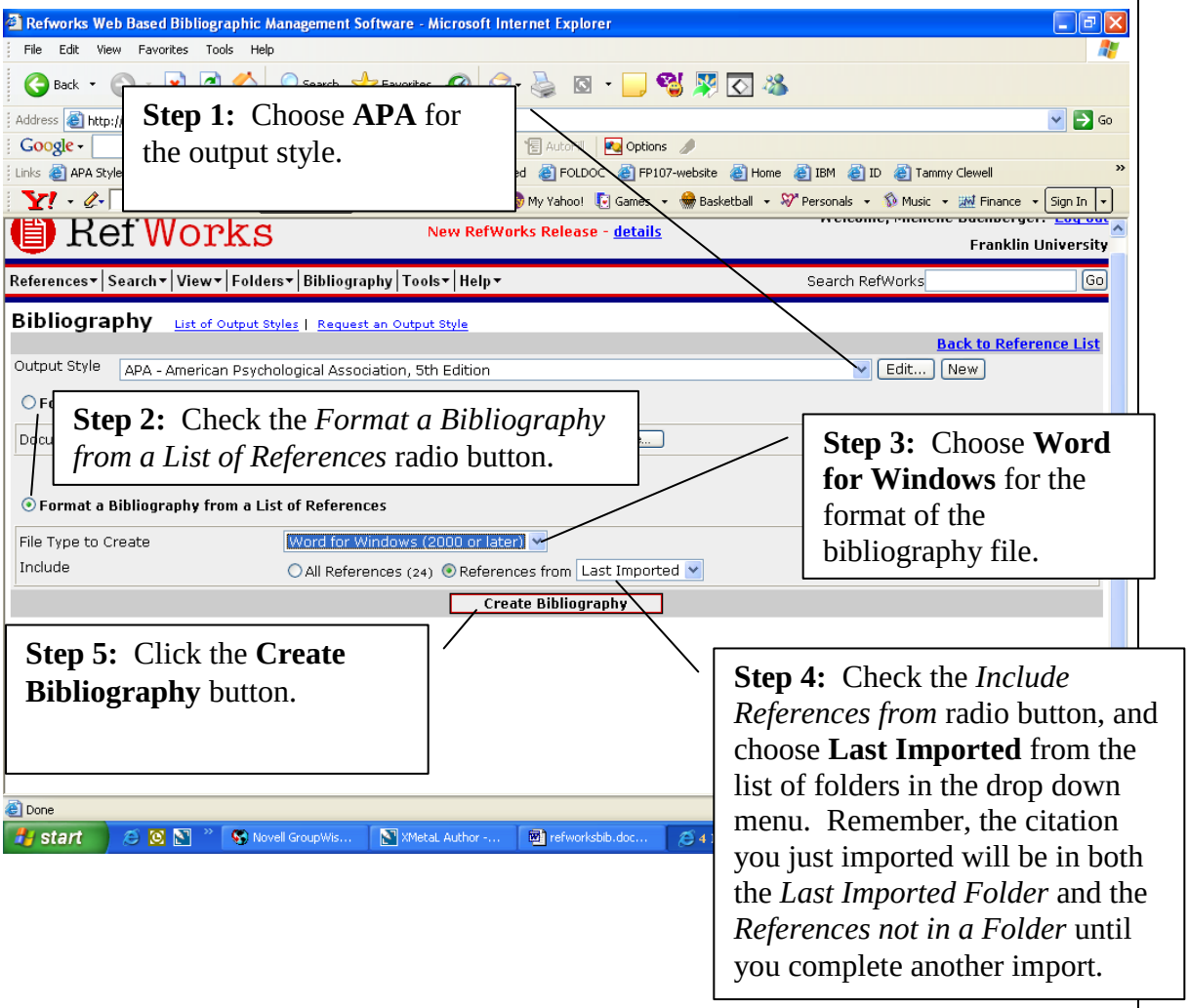
Result: The following screen appears.

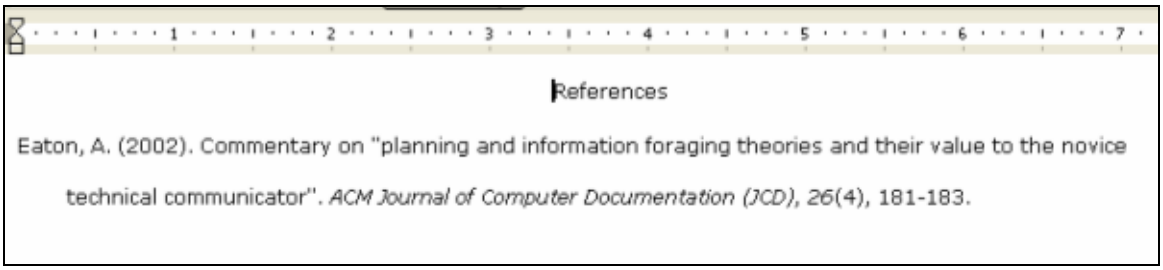


****Note**: There are several databases that you may choose from to accomplish your search. You can limit your search to one *or* more than one database that will be searched simultaneously.

Step 3	You may now search the database(s) and view the results as you did with EJC, except the interface will look a little different. 
Step 4	Click the icon of your folder to begin exporting. 

Step 5	The next screen that you will see is the **Export Manager** screen: 
Step 6	Open your RefWorks session to view the successful import notice. A second window may pop up that opens directly to the RefWorks Login page instead of navigating to the RefWorks page through the Library web site. **Please note**: You may be prompted to login to RefWorks again. If you have a RefWorks session open, you may have to maximize the RefWorks window to see the *Import completed* message.  I recommend that the box for **Globally Edit Fields for Imported References** be amended in the **Database line**. The database line should say which database you got the article from, such as, Academic Search Premiere, Business Search Complete, etc. You can find this information listed in the abstract that you receive once you click on the title

	of the article itself. To amend the **Database** line, type in the name of the database that you got the article from. In the drop down menu next to this line, choose **Append to Existing Data**. Then click on **Edit Fields**. **Please Note:** This line may have to be changed each time you use RefWorks, in accordance to the articles that you have chosen to import into RefWorks.
Step 7	Verify the successful import by clicking on the **View Last Imported Folder** button. (See QRC 4 for more information on *Folder Management*.)
Step 8	If you want to see how this would look in a bibliography, click on **Bibliography** in the RefWorks Menu bar:  **Note:** you have the option to either download the Bibliography document or have it sent to your email account.

	Result: A Web page with the APA citation for the article appears. This may be saved or you may copy and paste the references into your paper. For more information on creating a bibliography, see QRC 5 – **Creating a Bibliography**.  References Eaton, A. (2002). Commentary on "planning and information foraging theories and their value to the novice technical communicator". *ACM Journal of Computer Documentation (JCD), 26*(4), 181-183.