RefWorks is an online citation management tool that lets you

- Import citations from library catalogs, databases, and websites.
- Organize your references in folders and share them with other users.
- Format bibliographies in many styles, including APA, MLA, and Chicago.
- Use the Write-n-Cite plug-in tool to add and format footnotes, endnotes, and in-line citations in your research papers.

1. Use a Colorado College computer or a laptop connected to the CC network to set up your account.

2. Go to the Tutt Library homepage at www.coloradocollege.edu/library and click on the RefWorks link.
3. Click on **Sign up for a New Account**.

4. Use your CC email address, username and password for account information.

If you receive a message saying **“an account with this username already exists,”** ask for help at the Reference Desk.
5. Enter your user information.

6. Click on Create Account.

If your Area of Focus isn’t on the drop-down list, just choose “Other.”

Can’t read the security code? Click the refresh button for a new code or use the audio prompt.

You’re now ready to use RefWorks! You can log in from anywhere you have an Internet connection.
Questions? Email a librarian, watch the online tutorials, or stop by the Reference Desk for help.