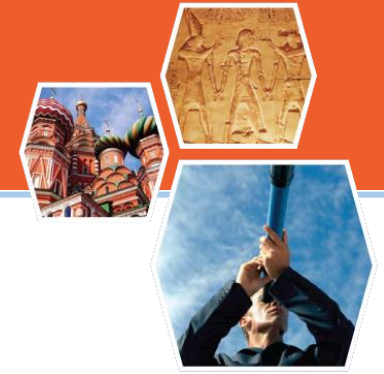




# Introducción al nuevo Write-N-Cite

# Agenda



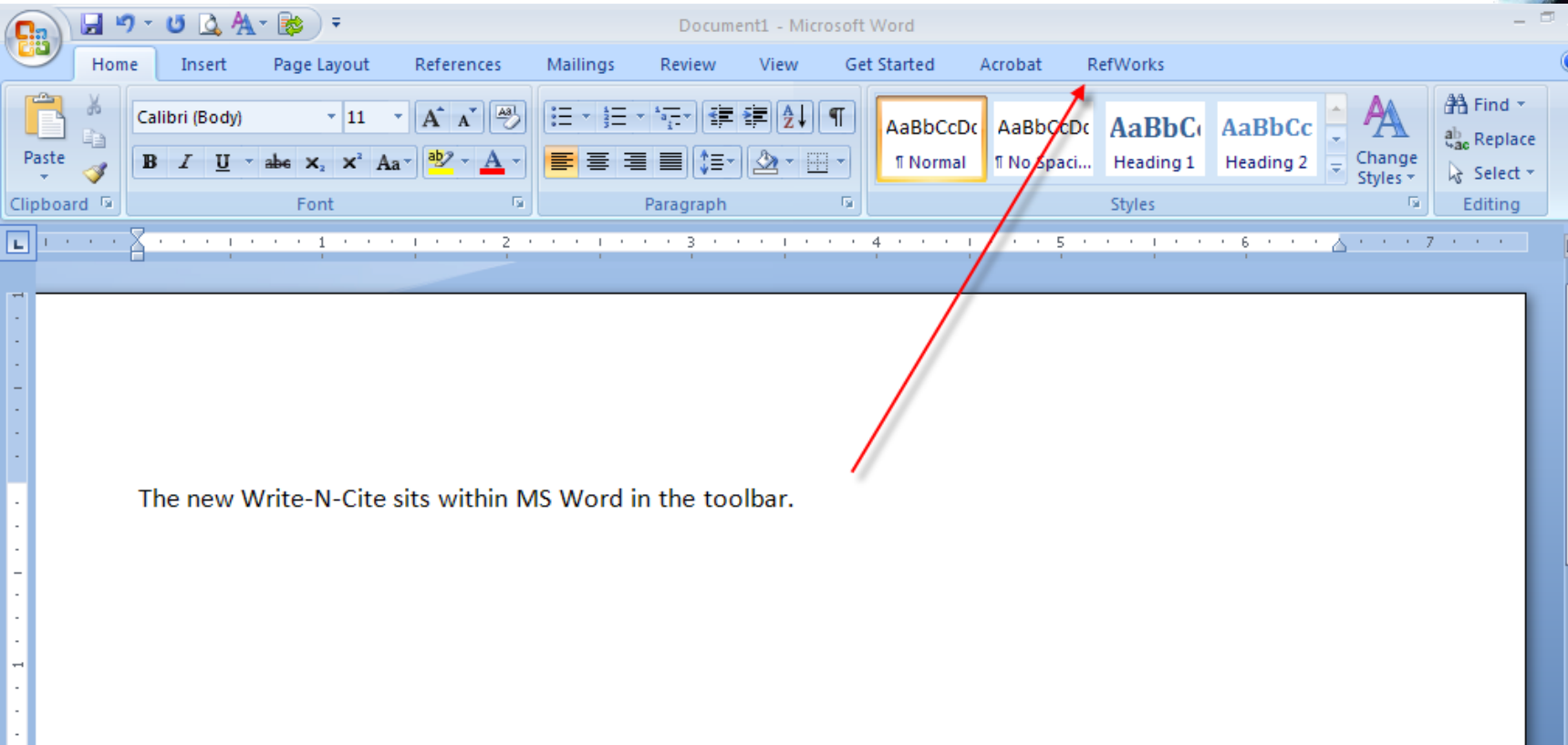
- Introducción al nuevo Write-N-Cite
- Cómo empezar a utilizar la versión de Previsualización
- Materiales de ayuda y soporte de RefWorks

# Funcionalidades del nuevo Write-N-Cite



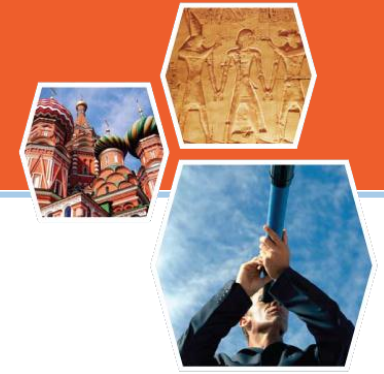
- Integrado en el mismo Microsoft Word (aparece como un menú adicional)
- Posibilidad de trabajar **online** u **offline** de manera integrada
- Formatea instantáneamente las citas y la bibliografía : desaparecen las {{ }}
- Más fácil de usar
- Posibilidad de personalizar las citas y las referencias para los usuarios más avanzados

# El nuevo Write-N-Cite



The new Write-N-Cite sits within MS Word in the toolbar.

# Instalación de la versión Preview



URL para instalar la versión de previsualización (disponible desde el 16 de marzo):

<http://www.refworks.com/refworks2/writencite4.htm>

# Cómo conectarse



WNC-1.20.12.docx (Last saved by user) - Microsoft Word

File Home Insert Page Layout References Mailings Review View **RefWorks**

Insert Citation Bibliography Options Sync My Database Remove Field Codes Open Refworks Log In Preferences Enable AutoSync Folder

Citation and Bibliography Extras Settings Test Controls (to be removed)

1 2 3 4 5

This is an example of a manuscript using the NEW Write N' Cite Feature; (Tisherman and Drabek 1006-1007)WNC enables end-users to create in-text (Choi et al. 21990-21995; Liu et al. )citations with a simple click of the mouse. This leaves more time for movies, books, music, dancing—in other words, the fun



Write-N-Cite

### About Write-N-Cite

Write-N-Cite is a utility that allows users to add and properly format references from your RefWorks database into your paper while you write. It works with your word-processor to create citations in your preferred citation style. With Write-N-Cite, you can cite references in a manuscript instantly. There are multiple versions of Write-N-Cite available---depending on your preferred operating system.

### Installing Write-N-Cite

Click on the "i [Install Information](#)" link for detailed installation instructions specific to the version of Write-N-Cite you want to use.

### Using Write-N-Cite

After you have installed the Write-N-Cite program, open your word-processor to get started. In Microsoft Windows, look for the "RefWorks" tab in the Word Ribbon. On Mac, turn on the toolbar under menu item View->Toolbars->Write-N-Cite.

To get started adding citations, click the "Login" button and enter your credentials. For the quickest access, please take note of the Write-N-Cite Login Code below.

#### Write-N-Cite Login Code

This is your Login Code, for easy access to your RefWorks account in Write-N-Cite:

455b77445072415c6552536046140606167b3a0916202a293a323  
92b2e17103c3332140d0129232c07761428363a57154c29772727  
0f033d1b3312



Please highlight and copy this text to your clipboard. On Windows, use Ctrl-C. On Mac Command-C. Or, use your browser's Edit menu. This code will expire in 1 hours. You can come back to this page at any time to

[Write-N-Cite for Windows](#) [Write-N-Cite for Mac](#)

#### Write-N-Cite for MS Word

- MS XP, Vista and Windows 7 compatibility
- Support Word 2007 and 2010
- Instant citation formatting
- Seamless online/offline access
- Fully integrated into the Office Ribbon

[i Install Information](#)

### Coming Soon

[Previous Versions](#)

#### Write-N-Cite for Hangul

- Runs on Windows XP and newer versions.
- Specialized for Hangul versions 2007 and later.

[i Install Information](#)

[Download \(503k\)](#)

# Cómo conectarse (Continuación)



Se puede autenticar utilizando el nombre de usuario y contraseña habituales o bien utilizar el "Login Code", que se encuentra en la página de descarga de WnC. El "Login Code" tiene una validez de 4 horas y es único para cada cuenta. Cuando se hace el "log out", el sistema nos pedirá un nuevo "Login code" la próxima vez que nos conectemos. Muy útil en caso de utilizar ordenadores públicos.

Write-N-Cite™ Login

Login to RefWorks using...

Login Code: 8363a57154c297727270f033d1b3312

You can find your code on the Write-N-Cite download page within RefWorks

Or

Group Code:

Username:

Password:

Login

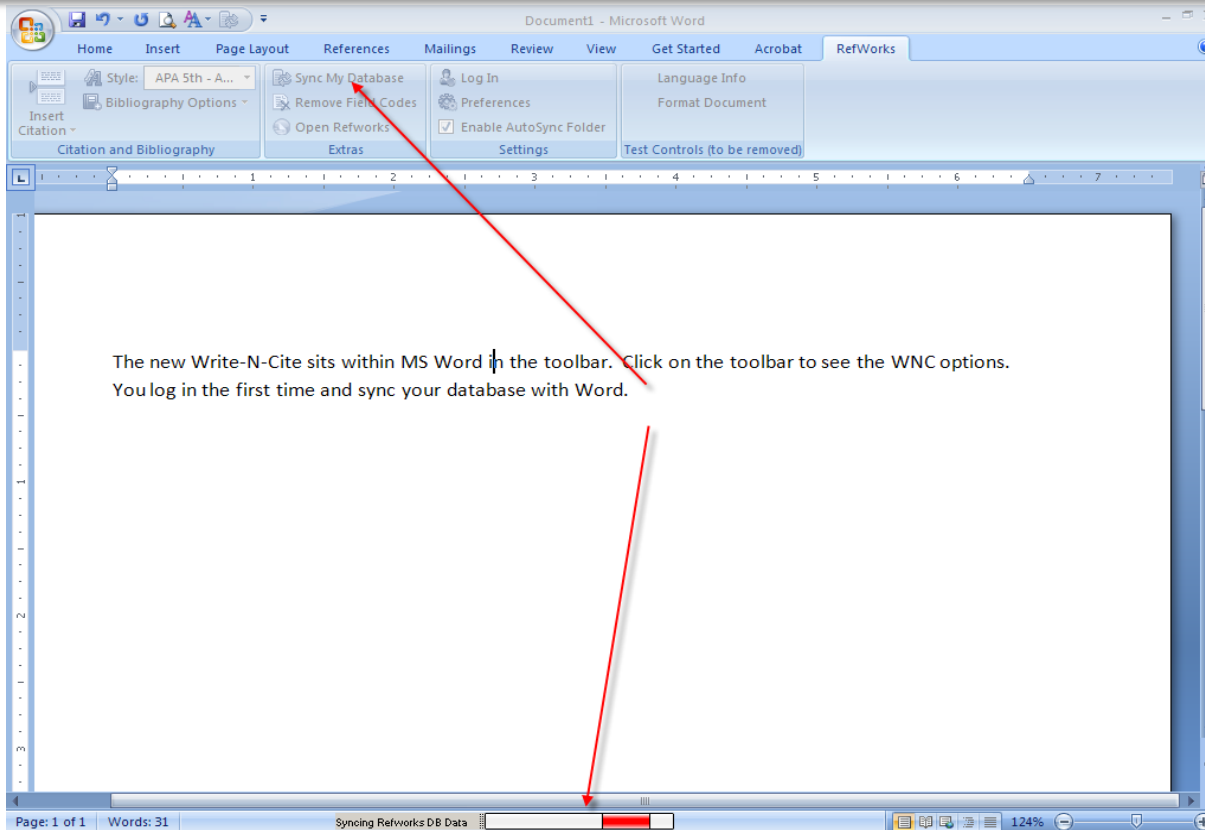
Cancel

Ready.

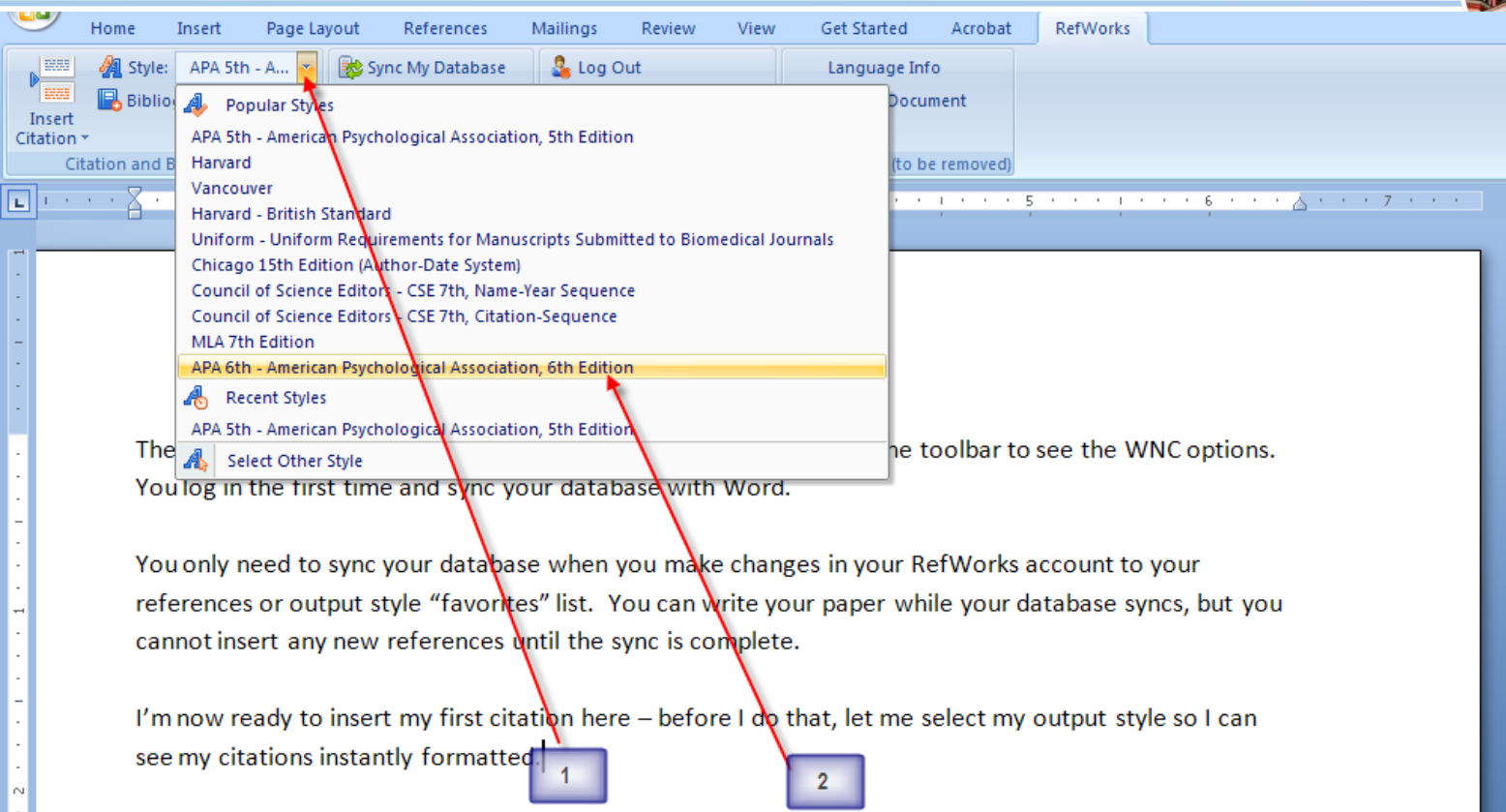


# Sincronización de la base de datos

Una vez autenticado, Write-N-Cite descargará automáticamente toda su base de datos. Esto puede llevar varios minutos ya que se descargan todas las referencias y formatos bibliográficos preferidos. Cada vez que se abra Word (y se tenga acceso a Internet), WnC sincronizará su cuenta de nuevo. La barra roja en la parte inferior indica el proceso de sincronización.



# Escoger el formato bibliográfico



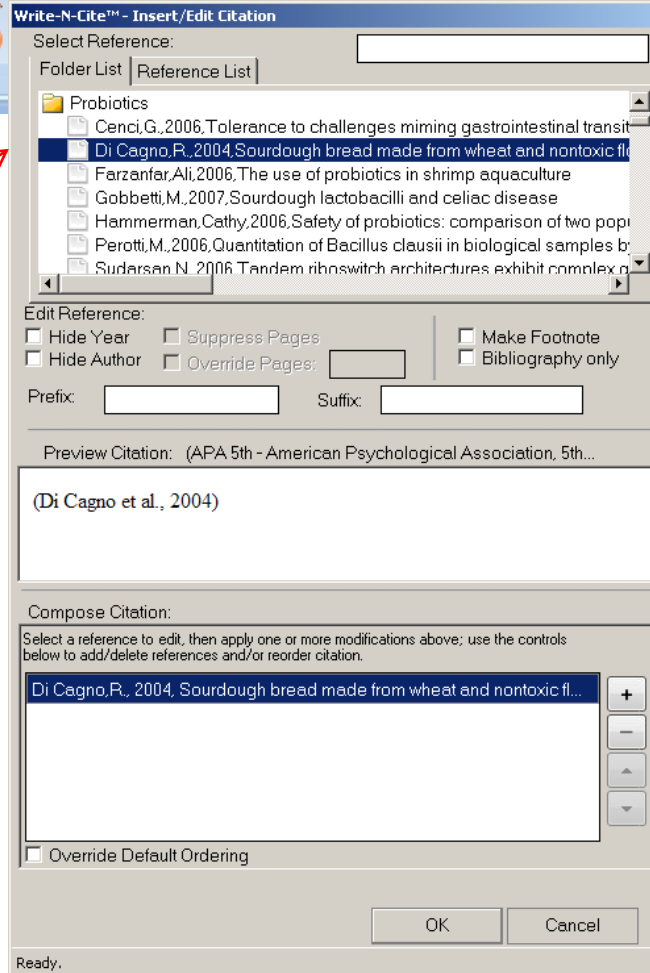
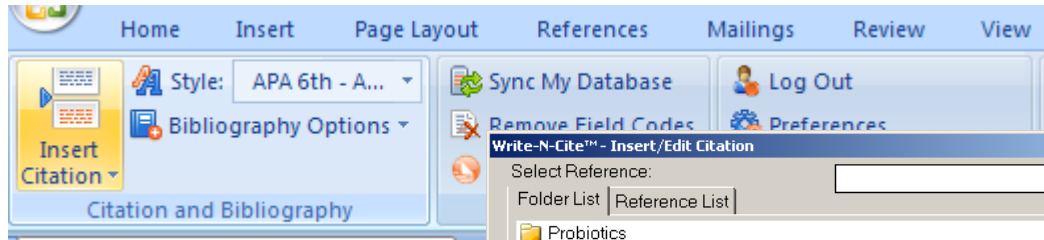
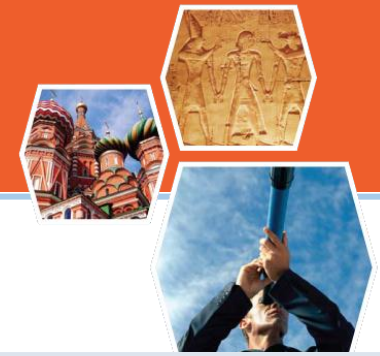
The screenshot shows the Microsoft Word interface with the 'References' tab selected. The 'Citation and Bibliography' group is active, and the 'Style' dropdown menu is open. The menu lists various citation styles, with 'APA 6th - American Psychological Association, 6th Edition' highlighted in yellow. Two red arrows originate from numbered boxes: arrow '1' points to the dropdown arrow, and arrow '2' points to the highlighted 'APA 6th' option.

The toolbar shows 'Style: APA 5th - A...' and 'Sync My Database'. The 'References' ribbon includes 'Popular Styles', 'Sync My Database', and 'Log Out'. The 'Citation and Bibliography' group includes 'Insert Citation', 'Bibliography', and 'Citation and Bibliography'.

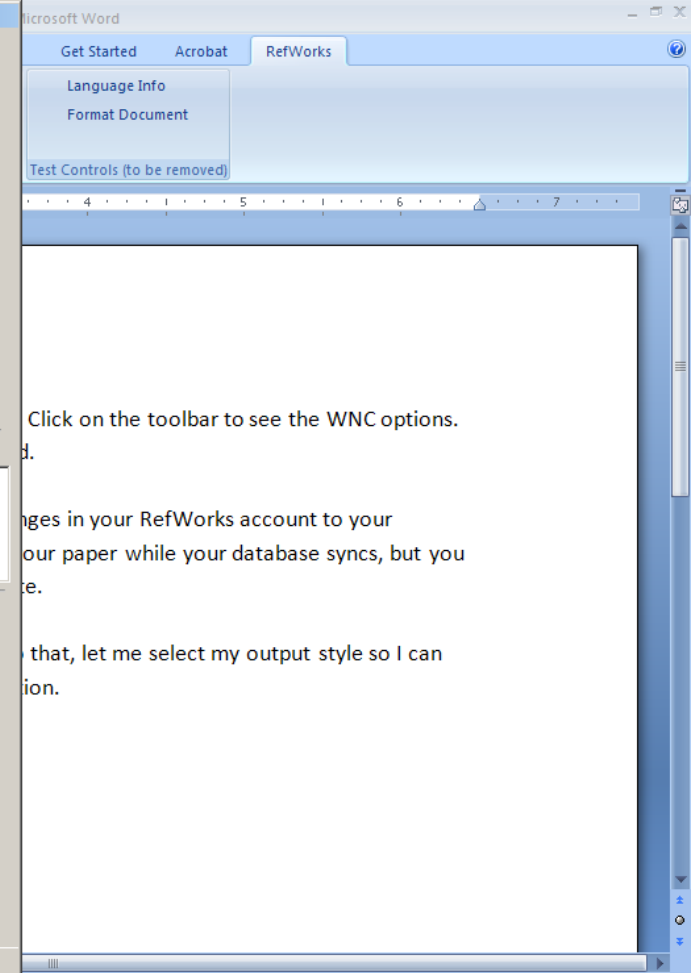
The document text includes: 'The... the toolbar to see the WNC options.', 'You log in the first time and sync your database with Word.', 'You only need to sync your database when you make changes in your RefWorks account to your references or output style "favorites" list. You can write your paper while your database syncs, but you cannot insert any new references until the sync is complete.', and 'I'm now ready to insert my first citation here – before I do that, let me select my output style so I can see my citations instantly formatted.'

- 1) Se hace click en el listado de formatos bibliográficos
- 2) Se selecciona el formato preferido

# Insertar citas



Click en “Insert Citation” para abrir el cuadro de diálogo “insert/edit citation”.



# Insertar citas (continuación)



Write-N-Cite™ - Insert/Edit Citation

Select Reference:

Folder List | Reference List

- Probiotics
  - Cenci,G.,2006,Tolerance to challenges miming gastrointestinal transit
  - Di Cagno,R.,2004,Sourdough bread made from wheat and nontoxic fl...**
  - Farzanfar,Ali,2006,The use of probiotics in shrimp aquaculture
  - Gobbetti,M.,2007,Sourdough lactobacilli and celiac disease
  - Hammerman,Cathy,2006,Safety of probiotics: comparison of two popu
  - Perotti,M.,2006,Quantitation of Bacillus clausii in biological samples b
  - Sudarsan,N.,2006 Tandem riboswitch architectures exhibit complex n

Edit Reference:

Hide Year    Suppress Pages    Make Footnote  
 Hide Author    Override Pages:     Bibliography only

Prefix:    Suffix:

Preview Citation: (APA 5th - American Psychological Association, 5th...

(Di Cagno et al., 2004)

Compose Citation:

Select a reference to edit, then apply one or more modifications above; use the controls below to add/delete references and/or reorder citation.

- Di Cagno,R., 2004, Sourdough bread made from wheat and nontoxic fl...**

Override Default Ordering

OK   Cancel

Ready.

Microsoft Word

Get Started   Acrobat   RefWorks

Language Info  
Format Document  
Test Controls (to be removed)

Click on the toolbar to see the...

changes in your RefWorks account to your...  
your paper while your database syncs, but you...  
te.

that, let me select my output style so I can...  
ioi

Quando se selecciona una referencia, se muestra la previsualización de la cita y la referencia bibliográfica

# Insertar citas (continuación)



La cita dentro del texto se inserta ya formateada en base al formato bibliográfico elegido previamente...

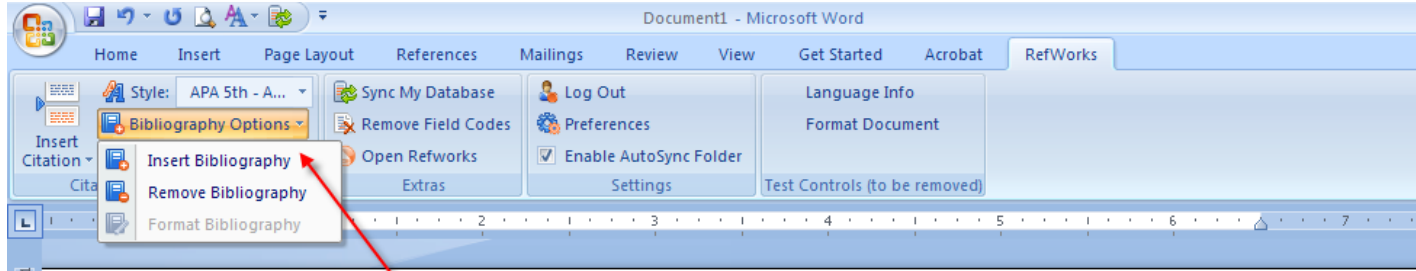
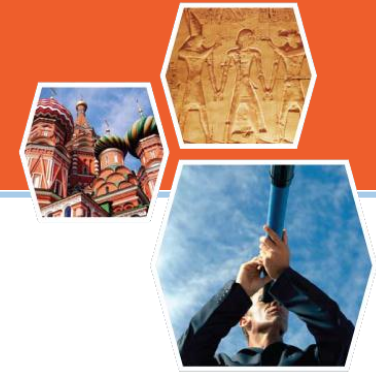
Ya no se ven las “citas temporales” ej.: `{{1 autor, fecha}}`

The new Write-N-Cite sits within MS Word in the toolbar. Click on the toolbar to see the WNC options. You log in the first time and sync your database with Word.

You only need to sync your database when you make changes in your RefWorks account to your references or output style “favorites” list. You can write your paper while your database syncs, but you cannot insert any new references until the sync is complete.

I’m now ready to insert my first citation here – before I do that, let me select my output style so I can see my citations instantly formatted. Here is my first citation. `{Di Cagno et al., 2004}`

# Formatear la bibliografía



The new Write-N-Cite sits within MS Word in the toolbar. Click on the toolbar to see the WNC options. You log in the first time and sync your database with Word.

You only need to sync your database when you make changes in your RefWorks account to your references or output style "favorites" list. You can write your paper while your database syncs, but you cannot insert any new references until the sync is complete.

I'm now ready to insert my first citation here – before I do that, let me select my output style so I can see my citations instantly formatted. Here is my first citation.(Di Cagno et al., 2004) . I can even insert my bibliography and watch that instantly format as well.

The new Write-N-Cite sits within MS Word in the toolbar. Click on the toolbar to see the WNC options. You log in the first time and sync your database with Word.

You only need to sync your database when you make changes in your RefWorks account to your references or output style "favorites" list. You can write your paper while your database syncs, but you cannot insert any new references until the sync is complete.

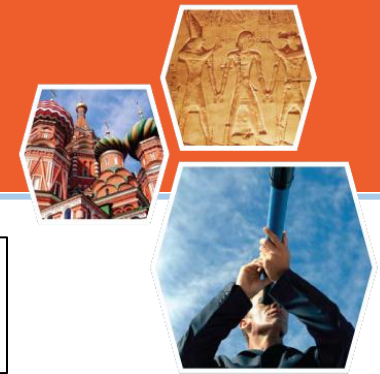
I'm now ready to insert my first citation here – before I do that, let me select my output style so I can see my citations instantly formatted. Here is my first citation.(Di Cagno et al., 2004) . I can even insert my bibliography and watch that instantly format as well.

## References

Di Cagno, R., De Angelis, M., Auricchio, S., Greco, L., Clarke, C., De Vincenzi, M., et al. (2004). Sourdough bread made from wheat and nontoxic flours and started with selected lactobacilli is tolerated in celiac sprue patients. *Applied and Environmental Microbiology*, 70(2), 1088-1096.

Posicione el cursor del ratón donde quiera insertar la bibliografía (ahora podrá indicar dónde quiere la bibliografía – antes siempre la formateaba al final del documento)

# Personalización: editar citas

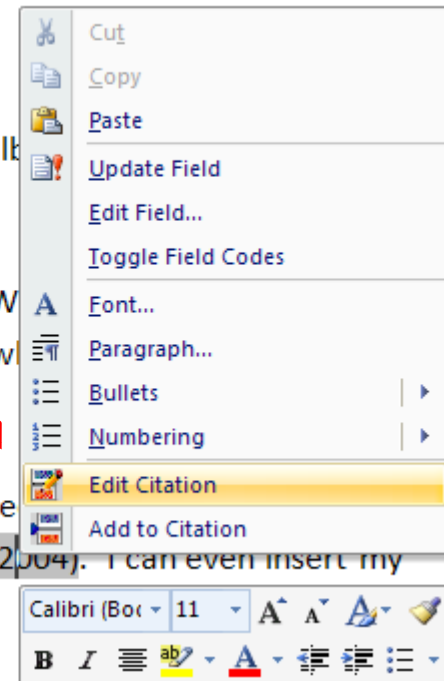


Haga click en el botón de la derecha del ratón encima de una cita y clique en “Edit citation”.

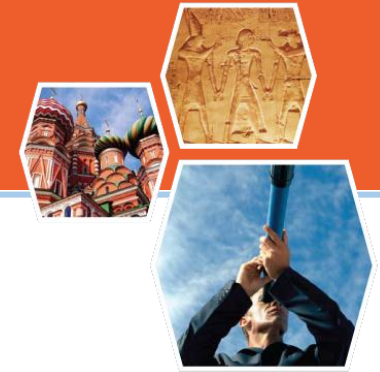
The new Write-N-Cite sits within MS Word in the toolbar. Click on the toolbar icon to install the Write-N-Cite toolbar. You log in the first time and sync your database with Word.

You only need to sync your database when you make changes in your RefWorks references or your output style “favorites” list. You can write your paper with Write-N-Cite as you write. You cannot insert any new references until the sync is complete.

I’m now ready to insert my first citation here – before I do that let me select my citations instantly formatted. Here is my first citation (Di Cagno et al., 2004). I can even insert my bibliography and watch that format as well.



# Conversión de documentos



A screenshot of Microsoft Word 2010. The title bar reads "WNC iii doc - Microsoft Word". The ribbon shows the "Home" tab with "Font", "Paragraph", and "Styles" groups. A dialog box is open in the center of the document, titled "The document 'WNC iii doc.docx' contains WnC 3 Citations." The dialog box contains the text: "You can convert the document to a WnC 4 document, remove the field codes, or close the document." Below the text are three buttons: "Convert", "Remove Field Codes", and "Close". The document text is partially visible: "This is a test to take a" and "and I will write more {{1424 Cenci,G. 2006}}." To the right of the dialog box, the text "Aguilar,C. 2011; 1506 O" is visible. The status bar at the bottom shows "WNC iii doc: 212 characters (an approximate value). Syncing Refworks DB Data".

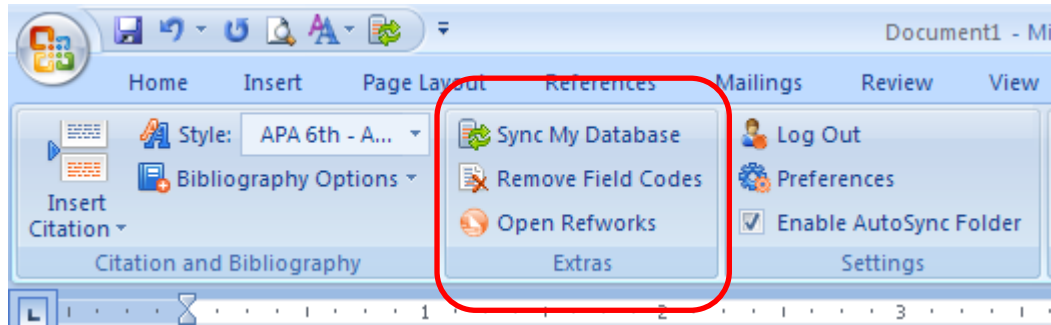
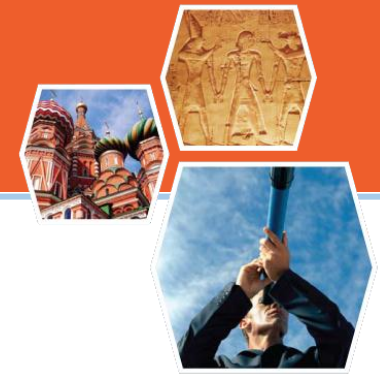
This is a test to take a  
and I will write more {{1424 Cenci,G. 2006}}.

Aguilar,C. 2011; 1506 O

Los documentos creados con Write-N-Cite III se deberían convertir automáticamente cuando se abre el documento con el nuevo Write-N-Cite. De todos modos, hay también una opción que permite convertir un viejo documento a la nueva versión.



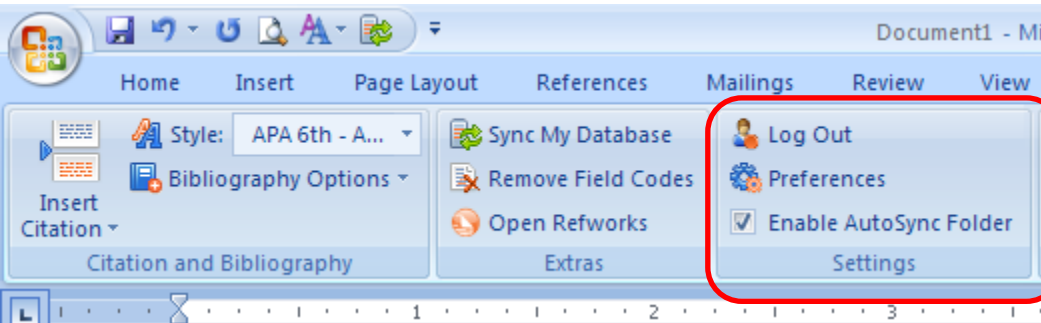
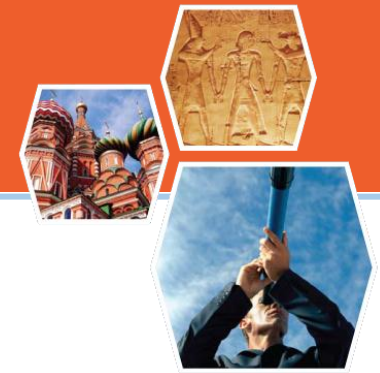
# Extras



La sección Extras permite:

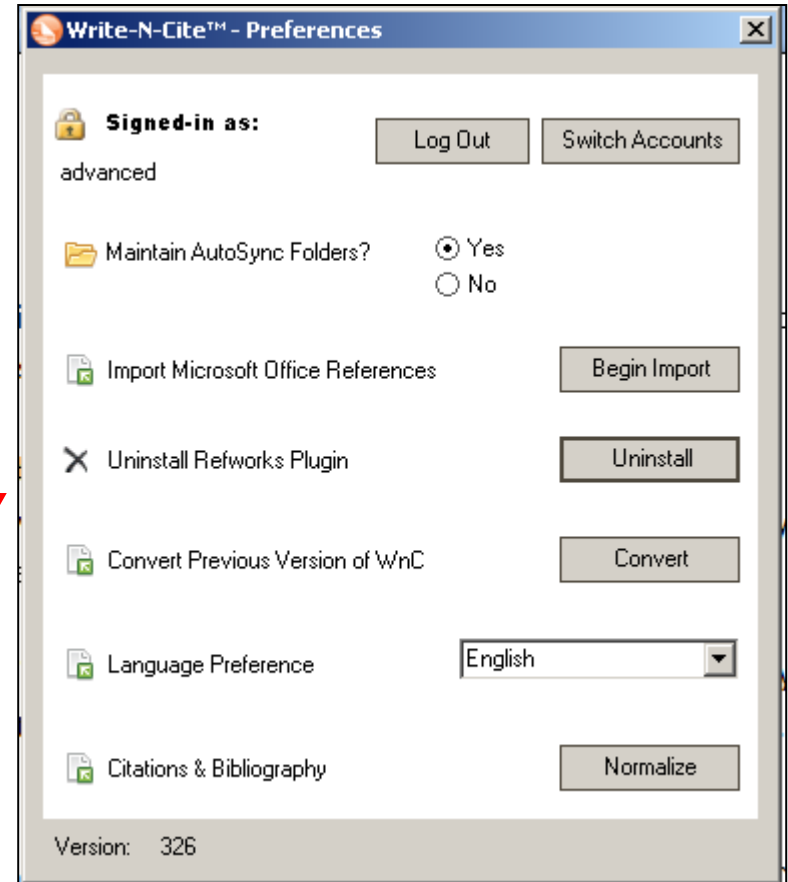
- Sync your database*: para forzar la sincronización
- Remove field codes*: quitar los códigos de campo de Word
- Open your RefWorks account*: abrir la cuenta de RefWorks

# Settings



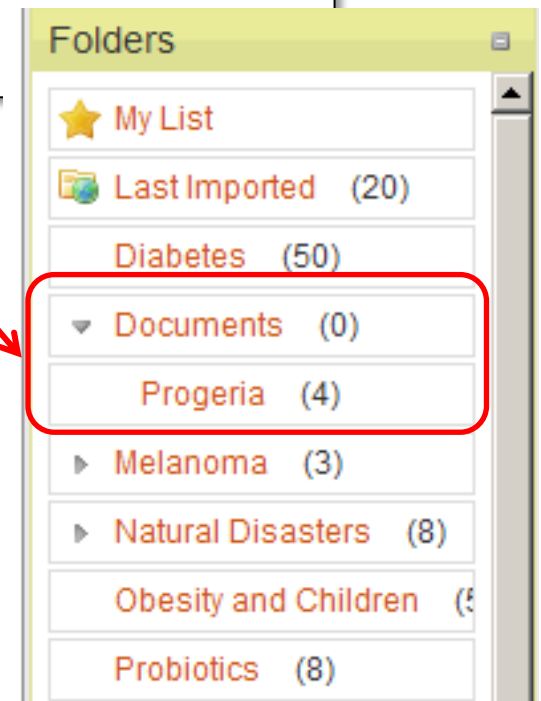
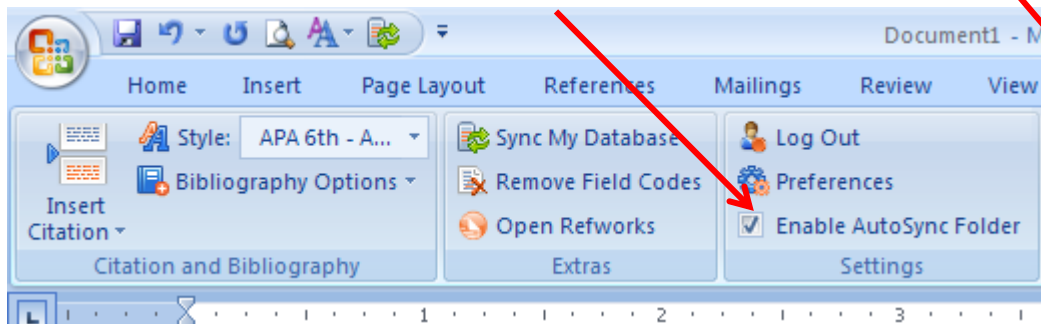
En el área “Settings” podrá:

- Salir de Write-N-Cite (aunque no es necesario hacerlo a menos que utilice un ordenador público)
- Establecer las Preferencias (cambiar a otra cuenta de RefWorks, importar referencias creadas con la funcionalidad “Referencias” de Microsoft, convertir un documento, cambiar de idioma, ...)

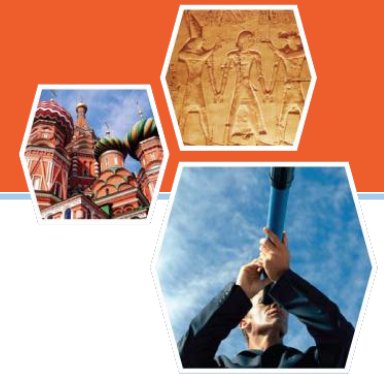


# Carpeta “Auto-Sync”

Una de las opciones que el nuevo Write-N-Cite permite es la creación de la carpeta “auto-sync”. Esta funcionalidad crea una carpeta llamada “Documents” en su cuenta de RefWorks. Bajo dicha carpeta, creará una sub-carpeta que se titulará en base al documento de Word creado, en la que se asignarán automáticamente todas las referencias citadas. Nota: las referencias se mantienen en la/s carpeta/s donde se encontraban originariamente en su cuenta. En este ejemplo, el documento se llama “Progeria”.



# Compatibilidad



El nuevo Write-N-Cite para **Windows** es compatible con:

- MS Word 2007 y 2010
- Windows XP, Vista y Windows 7

El nuevo Write-N-Cite para **MAC** es compatible con :

- MS Word 2008 y 2011
- Mac OS X 10.5-10.7

WNC para MAC tiene las mismas funcionalidades que WNC para Windows. Los documentos se pueden compartir entre ambos sistemas.

# Materiales de soporte:



- YouTube Channel:  
[www.youtube.com/proquestrefworks](http://www.youtube.com/proquestrefworks)
- LibGuides:
  - <http://refworks.libguides.com/home>
- Webinars
  - <http://www.refworks-cos.com/training/>
- Soporte técnico:
  - [Support@refworks-cos.com](mailto:Support@refworks-cos.com)