

REFWORKS - INSTALLING WNC 4 FOR WINDOWS AND MAC

For Windows users, two versions of Write-N-Cite are available, suitable for the 32bit or 64bit version of Microsoft Office. Most of us have a 32bit MS Office, in which case RefWorks will – conveniently – only display the 32bit version of Write-N-Cite to download. Users with a 64bit MS Office have a choice.

Instructions to check your version of MS Office

In **MS Word**, open the **File** menu and select **Help**.

You will find the version details in the **About Microsoft Word** information.

About Microsoft Word

Version: 14.0.6123.5001 (32-bit)

Installation of Write-N-Cite 4

- Make sure that JAVA is up to date on your computer. The JAVA version can be checked and updates¹ can be downloaded from <http://www.java.com/en/>.
- Next, start in RefWorks (go to <http://www.refworks.com/refworks> and login to your account).
Select from the menu: **Tools, Write-N-Cite**.

The picture above will be displayed on 32 bits computers. There is also a version available for Mac. See also link 'Write-N-Cite for Mac' at the bottom of this page.²

- Click the **Download now** button for the version of Write-N-Cite you wish to install and save the .exe file.

Alternatively, you may prefer to directly go to
<http://www.refworks.com/appupdate/WnC4Install32.exe>

*Make sure that **Microsoft Word** is up to date and Word is not running when installing Write-N-Cite.*

- Follow the instructions.

Downloads



Write-N-Cite 4 for 32 bit Word 53.27 Mb

Version: 4.2.850 (Thu Jun 27 04:23:30 2013)

For Windows XP, Windows Vista and Windows 7
Supports Word 2007 and Word 2010

Having trouble installing Write-N-Cite 4? Our [installation guide](#) might help, or you may need to check the [Mac](#) or [Windows](#) software requirements.

▶ [Other Versions](#)

¹ Currently Java 7 version 25.

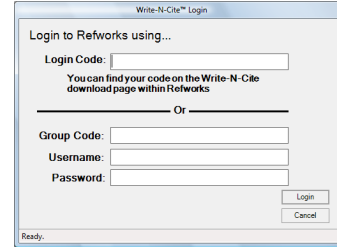
² **Write-N-Cite for Mac** is compatible with OS X 10.5, 10.6 & 10.7 and works as a plugin for Ms Word 2008 and 2011. For the Mac installation instruction please consult:

http://www.refworks.com/refworks2/help/Installing_Write-N-Cite_for_Mac.htm

Mac users may need to enable the RefWorks toolbar by clicking on the **View** menu and selecting **Toolbars** and **Write-N-Cite**.

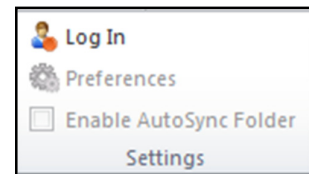
After the installation

- Once the installation is complete a **RefWorks** tab will appear in the **Microsoft Word** ribbon.
- To access your references click on the **Log in** button on the **RefWorks** tab.
- We recommend using the group code and your RefWorks username and password in the lower half of the login box.
- The group code for Erasmus University is **RWEURott**



First time use

- ‘Syncing’ or synchronizing your references between RefWorks and Write-N-Cite may take some minutes, depending on the speed of your internet connection and the size of your RefWorks database. A new WNC4 release is available since 29/10/2012, that ‘syncs’ faster and is said to be more reliable³.
- After using Write-N-Cite, you may prefer to leave out the tick from **Enable AutoSync Folder** and to **Log out**, if you are not planning to use Write-N-Cite next time you start Ms Word. Your settings in the RefWorks tab should then look like this:

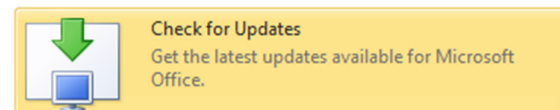


More on the installation and use of WNC4

A brief ‘You Tube’ video clip “**RefWorks Write-N-Cite 4: Installing & Logging In**” by ProQuestRefWorks, demonstrating the installation and use of Write-N-Cite, can be seen at You Tube.

More on updating Microsoft Word

In Ms Word 2010, go to <File>; select <help> and you will find the button to update your Ms Word. Updating requires a *genuine* Microsoft Office. Also the installation of WriteNCite requires a genuine MS Office.



³ Older versions of WNC4 do not need to be uninstalled, prior to installing the latest release. The installation procedure removes older programme components and replaces them for newer ones.