Deleting references

1. Select a reference or a set of references by clicking on the check box by it.

2. Click on Delete from the main toolbar.

3. The references will be added to Trash (These can be looked at from the Deleted references folder in the left-hand pane).

4. You can restore these references using the **Undo** action in the main tool-bar.

5. To permanently remove these references from RefWorks, optionally select the references to remove and select **Delete > Delete selected** or **Delete > Empty Trash** and select **Yes** in the confirmation dialog box.