

How To...

Use SciFinder® to print, save, or export reference, substance, and reaction answer sets.

Print Answers

1. To print some or all of the references in an answer set, select the references of interest and click **Print**, located in the upper right.



Save **Print** Export

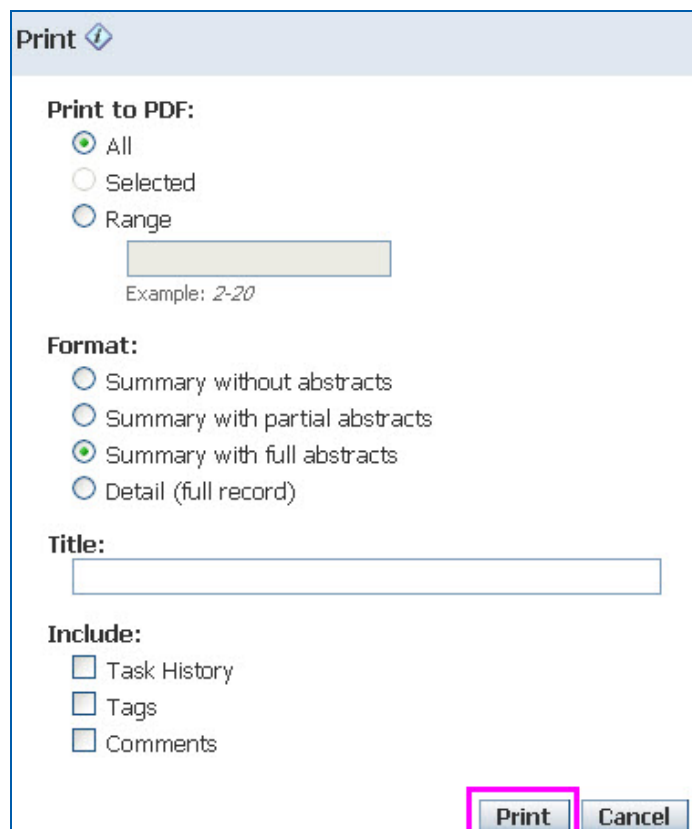
2. Answer sets are printed in PDF format and appear in a new browser tab or window.

If you did not select individual references for printing, the entire answer set is selected, by default. Alternatively, you can specify a range of references in the answer set.

3. Indicate the information you wish to print for each reference.

- **Summary** format prints an abbreviated set of information for up to 500 answers. For reference answer sets, you can specify the amount of the abstract you want to print.
- **Detail** format prints a comprehensive set of information for up to 100 answers.
- **Task History, Tags, and Comments** can be included with reference answer sets.
- To print the details for a single answer, display the Reference/Substance/Reaction Detail.

4. Click **Print**.



Print ⓘ

Print to PDF:

All
 Selected
 Range

Example: 2-20

Format:

Summary without abstracts
 Summary with partial abstracts
 Summary with full abstracts
 Detail (full record)

Title:

Include:

Task History
 Tags
 Comments

Print **Cancel**

Save Answers

1. To save some or all of the references in an answer set to the SciFinder server, select the references of interest and click **Save**, located in the upper right. A maximum of 20,000 answers can be saved.



If you did not select individual references to be saved, the entire answer set is selected, by default.

To save the details for a single answer set, display the Reference/Substance/Reaction Detail. Then click **Save**.

2. Enter a title and an optional description.
3. Click **OK**.

Save This Answer Set ⓘ

* Required

Save:

All answers
 Only selected answers

Title: *

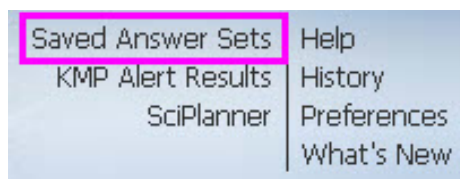
oil spill cleanup

Description:

OK Cancel

Tip:

- To retrieve your saved answer set, click **Saved Answer Sets** in the upper-right corner of the SciFinder window.




Export Answers

1. To export some or all of the references in an answer set to a local or shared file location, select the references of interest and click **Export**, located in the upper right.

Save Print **Export**

If you did not select individual references to be exported, the entire answer set is selected, by default. Alternatively, you can specify a range of references to be exported.

2. Specify a file name or accept the default.
3. Specify the export format and click **Export**.

Export 

* Required

<p>Export:</p> <p><input checked="" type="radio"/> All <input type="radio"/> Selected <input type="radio"/> Range</p> <p><input type="text"/></p> <p>Example: 2-20</p>	<p>For:</p> <p>Citation Manager</p> <p><input checked="" type="radio"/> Citation export format (*.ris) <input type="radio"/> Quoted Format (*.txt) <input type="radio"/> Tagged Format (*.txt)</p> <p>Offline review</p> <p><input type="radio"/> Portable Document Format (*.pdf) <input type="radio"/> Rich Text Format (*.rtf) <input type="radio"/> Answer Keys (*.txt)</p> <p>Saving locally</p> <p><input type="radio"/> Answer Key eXchange (*.akx)</p>	<p>Details:</p> <p>File Name: *</p> <p><input type="text" value="Reference_10_14_2011_114354"/></p>
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Export Cancel

Export options vary, depending on the Explore option used to generate the answer set. The default file format for exporting references is Citation export format (.ris).

Some formats give you more flexibility for specifying the information you want to export. For example, PDF and RTF file formats let you select the level of detail that you export as well as the option to include Task History, Tags, and Comments.

Tips for formats other than Citation export:

- To export the properties for one or more compounds from a substance answer set, select **Microsoft Excel Worksheet (*.xls)** from the File Type list, specify the property values to export, and then click **Export**.
- **Summary** (options include without, partial, or full abstracts) exports an abbreviated set of information for up to 500 answers.
- **Detail** (full record) exports a comprehensive set of information for up to 100 answers
- To export the details for single answer, display the Reference/Substance/Reaction Detail.

Export ⓘ

* Required

Export:

All
 Selected
 Range

3-15
Example: 2-20

For:

Citation Manager

Citation export format (*.ris)
 Quoted Format (*.txt)
 Tagged Format (*.txt)

Offline review

Portable Document Format (*.pdf)
 Rich Text Format (*.rtf)
 Answer Keys (*.txt)

Saving locally

Answer Key eXchange (*.akx)

Details:

File Name: *

oil spill cleanup

Format:

Summary without abstracts
 Summary with partial abstracts
 Summary with full abstracts
 Detail (full record)

Include:

Task History
 Tags
 Comments

Export **Cancel**

Additional resources

To learn more about working with answer sets, refer to

- SciFinder online help files
- How To Guides
- Self-directed learning options in the [Learning Solutions](#) resource center



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