NATIONAL ECOSYSTEM ASSESSMENT GLOBAL WORKSHOP CAMBRUDGE, UK 20 SEPTEMBER 2024

# ZOTERO: COLLECT, MANAGE AND CITE YOUR LITERATURE

#### DURING THIS SESSION, **YOU WILL:**

- Understand reference management systems
- Install Zotero, create an account, and add browser connector
- Add a citation to your library

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- Organize your library
- Insert a citation in a Word document and create a bibliography

#### **BENEFITS OF REFERENCE MANAGEMENT SYSTEMS**



- Save, organize and manage references
- Help coordination among authors
- Ensure that citation is coherent across chapters
- Help reviewers and other readers trace the source of information
- Facilitate the validation and credibility

#### **WORKING WITH ZOTERO**



#### WHAT IS YOUR STARTING POINT?



I am ready to download Zotero!

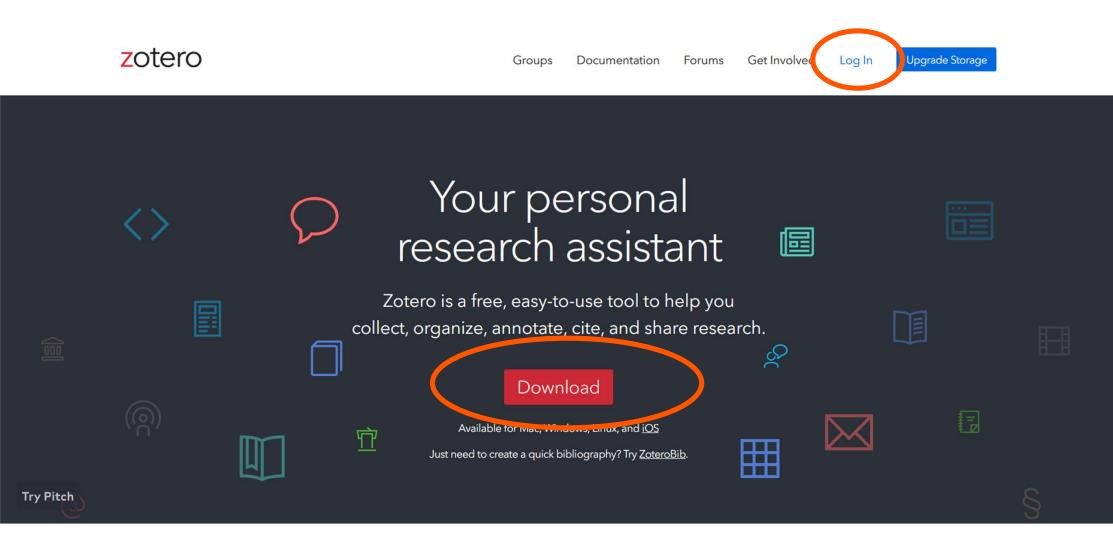


I already have Zotero... tell me how to use it.



I do not know what Zotero is... tell me more.

#### **2 VERSIONS OF ZOTERO: ONLINE AND DESKTOP**



#### Create an account

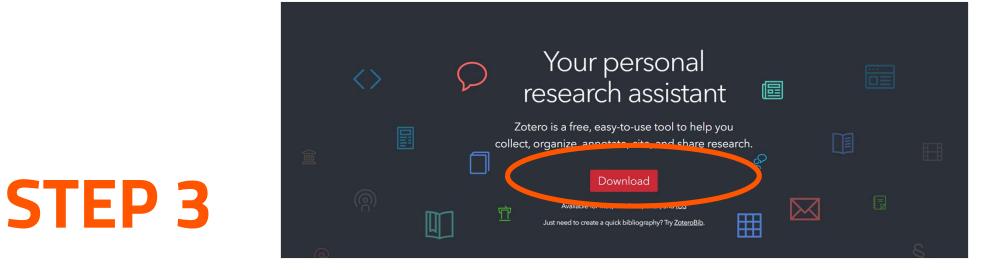
Go to <u>zotero.org</u> and click on Log In >> Register for a free account

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Register		
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Register for a f	free account + Log in to your account + Forgot your password?	
register now. It's a	ady created a Zotero account, please take a few moments to free way to sync and access your library from anywhere, an ou join groups and back up all your attached files.	
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Save any unsaved work and completely shut down your Word processor - e.g. MS Word



#### Go to **zotero.org** and click on **Download**

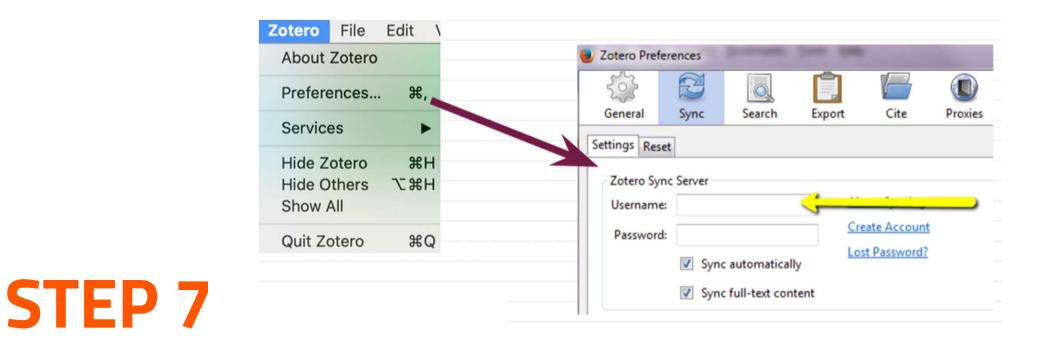
#### Download Zotero



Open the installation file and follow the instructions

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Close and restart your browser, then launch Zotero from your applications or programs



Connect your Zotero account to your computer



Install Edge Connector

### **STEP 8**

Zotero Connectors for other browsers

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#### Go back to <u>zotero.org</u> and install the **Zotero Connector** for your browser

#### ADDING REFERENCES TO YOUR ZOTERO LIBRARY



### MANY WAYS TO ADD REFERENCES

#### 01

#### **Browser connector**

Save references directly from online sources like journal websites

#### 02 Manually

Add all kinds of sources, online and offline, manually

### Ensure Zotero app/program is open

Go to **Google Scholar** in your browser

### In Google Scholar, search for any topic

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#### Find the **folder icon** and click on it



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#### Select 1 or more references from the list

#### **ORGANIZING YOUR ZOTERO LIBRARY**



#### INSERTING A CITATION IN A WORD DOCUMENT AND CREATING A BIBLIOGRAPHY



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# THANK YOU!