

Reference Managers

Software

Digital Science Center Software List

library.columbia.edu/locations/dsc/software.html

Citation Management

Why use citation management software?

- Organizes your research (citations, PDFs, screenshots, images, etc.)
- Saves time! “Cite While You Write” feature with MS Word
 - Formats in-text citations for papers
 - Creates bibliographies for papers

Citation Management Software

library.columbia.edu/locations/dsc/software_biblio.html

Recommended:  **MENDELEY** or **Zotero**.

Questions?

Contact Us

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Social Media

www.facebook.com/Columbia.SEL

twitter.com/CU_SEL

foursquare.com/cu_sel

instagram.com/columbiascience

columbiascience.tumblr.com

blogs.cul.columbia.edu/science

Interested in 3D Printing?

3dprint.cul.columbia.edu

Workshops

bit.ly/CUSELworkshop



Reference Managers

Getting Started with Mendeley

1. Visit www.mendeley.com and sign up for an account – follow the instructions to download Mendeley Desktop.
2. Add your online account information to the Preference > General tab to be able to sync your desktop account with your online account.
3. Add files to Mendeley:
 - a. Individually (drag and drop)
 - b. Import a library from a different format
 - c. Link Mendeley to other services (Zotero, BibTex, MS Word)
 - d. Set up Watch Folder(s)
4. Review files that did not import correctly. Correct citation information.
 - a. Lookup by DOI, PMID, ArXiv
 - b. Manually enter file information
5. Determine if you want Mendeley to automatically rename files for you in Preferences > File Organizer
6. Create Collections to organize your files.
7. Sync your desktop account with your online account.
8. Complete the online Mendeley profile.
9. Find contacts with whom you want to share resources.
10. Share Collections with collaborators.
11. Make notes in shared documents. Highlight relevant passages. Sync with collaborators.
12. Install the web importer to easily add publications to your library via the web.
13. Search for relevant papers online. Find new publications relevant to your research. Read suggested publications. Add new publications to your library.
14. Insert citations into your Word, LaTeX, OpenOffice documents.

Getting Started with Zotero

1. Visit www.zotero.org and sign up for an account – follow the instructions to download Zotero for your browser of choice.
2. Select to view your browser Add On Bar under View > Toolbars.
3. Add files to Zotero:
 - a. Individually (click the button in the URL window)
 - b. Individually (drag and drop)
 - c. Import a library from a different format
 - d. Link Zotero to other services (Mendeley, BibTex, MS Word)
4. Review files that did not import correctly. Correct citation information.
 - a. Right click and select “Retrieve Metadata for PDF”
5. Create Collections to organize your files.
6. Find contacts with whom you want to share resources.
7. Share Collections with collaborators.
8. Make notes in shared documents. Highlight relevant passages. Sync with collaborators.
9. Search for relevant papers online. Find new publications relevant to your research. Read suggested publications. Add new publications to your library.
10. Insert citations into your Word, LaTeX, LibreOffice documents.

