

Zotero training at APLIC (March 2016)

Elana Broch ebroch@princeton.edu

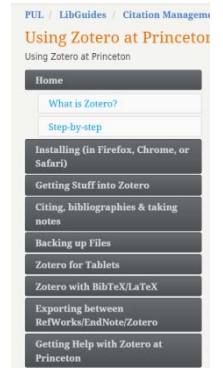


Zotero is software that easily allows you to collect bibliographic information (title, author, date, publisher) of books, journal articles, webpages, photos, etc.

Princeton's Zotero Maven (Audrey Welber) has a lib guide.

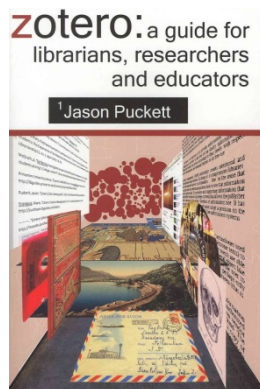
<http://libguides.princeton.edu/zotero>. It covers (among other things) IMPORTING items to Zotero:

- Using address bar icons
- Drag and drop pdf
- Manually add item
- Using database citation export tool
- Add item by ISBN, DOI, or PubMed Id (button in tool bar)
- Create new item from webpage (button in tool bar)



To learn how to import records from other reference tools, see [Exporting between Refworks/EndNote/Zotero](#).

Princeton has a [Library Lookup](#) for
Your location may or may not have a library lookup.



Jason Puckett from Georgia State University literally wrote [the book on Zotero](#). Puckett, J. (2011). *Zotero: a guide for librarians, researchers, and educators*. Chicago: Association of College and Research Libraries. We have a copy in Stokes. His Libguide can be found <http://research.library.gsu.edu/zotero>. Other documentation is listed on

https://www.zotero.org/support/ko/third_party_documentation

[Zotero: Online features](#) A quick reference to using the **sync** and **group** features of Zotero. These features require [registering](#). But if you sync, you can use Zotero on multiple machines.

Zotero.org for downloads of software and lots of support.

Standalone version. Supposedly has more features.

Non-standalone: Bookmarklet in Firefox is supposedly most stable. I've had no problem using Chrome. Safari doesn't seem to work. There is an iPad version but I have not used it at all.

Write and cite feature implemented via add-in to Word.

If you are using Zotero as add-on, click z to get your library to open.

Info on 300 MB free storage can be found at <https://www.zotero.org/settings/storage?ref=usbf>.

Will save citation and pdf (when available, if you've chosen this option in settings).

Takes snapshot of page, too, if you've chosen this option .

“Capture Icon” tells you that Zotero is communicating with current page.

Citation info is from metadata—GIGO.

Collection (like sharing a common tag). Everything is in “My Library.” Articles can be in multiple collections. Deleting from a collection doesn't delete from everywhere. Deleting from My Library does.

Notes—self explanatory

Tags—can be turned off, but then you can add your own. Use a hashtag to differentiate between your own tags and those automatically downloaded (e.g., #datadictionary)

Related—optional (say a book and its reviews)

Settings

- Syncing (requires account)
- Sharing
- Pdf indexing--indexing just means that Zotero can search the full text of the PDF, not that it knows what its author, title, etc. is. Attach the PDF to the citation data for that. If pdf isn't OCR (Optical character recognition), Zotero can't do anything with that.
- Advanced, change resolver to <http://getit.princeton.edu/resolve>

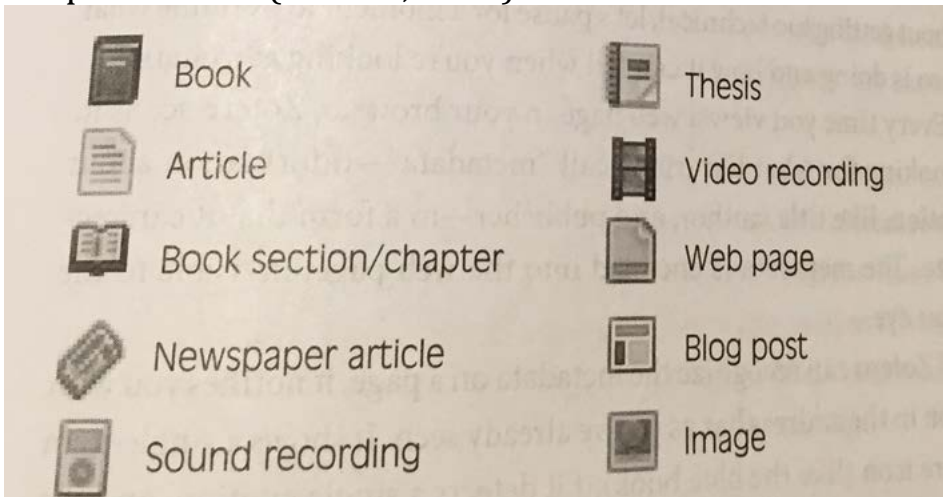
Create a folder for your research project, before (ideally) you start amassing references. As you gather references, they go into the most recently selected folder.

- If you are working with a group, create a group.

[Title]

Translators <https://www.zotero.org/support/translators>
Known translator problems
https://www.zotero.org/support/known_translator_issues

“Capture icons” (Puckett, 2011)



P. 34 Transform Text (right click or two fingers on MAC; title text or sentence text; still not perfect.

Drag and drop from Desktop or Finder {MAC} into “My Library”

File formats—text is fine, RIS is best, RTF is more complex than RIS and usually not necessary. Avoid “export to Refworks,” because format is problematic.

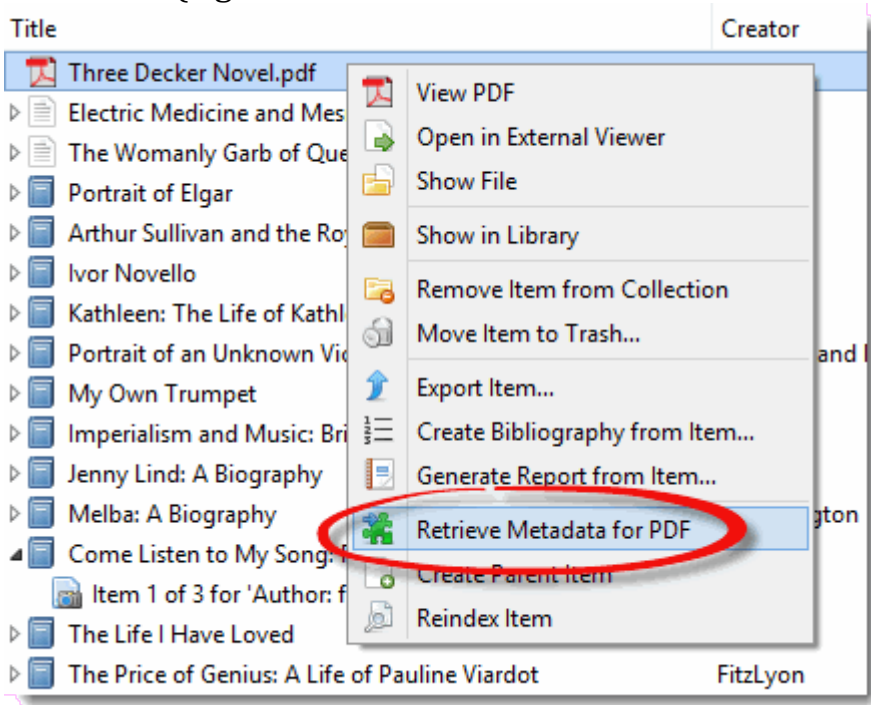
Practice downloading to Zotero

[Main Catalog](#)

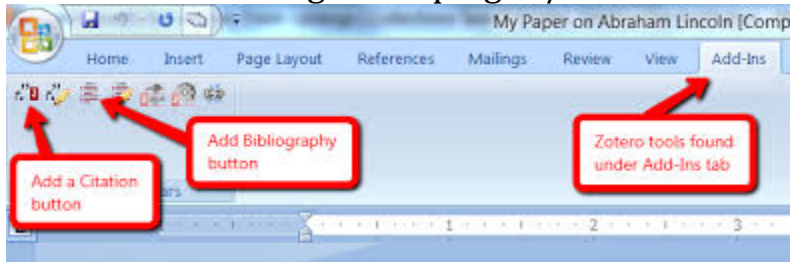
[Article Plus](#) from Library home page.

[Google Scholar](#)

PDF (right mouse for “Retrieve Metadata for PDF”)



Write and cite using Word plug-in/add-in.



Inserting citations seems different for Mac and PC.

Safari seems more problematic. Displays a “z” to the left of the address bar that indicates whether Zotero is online or offline. Sometimes “translates.”

You can use Dropbox or another storage location if you will need more than the 300 MB you get for free from Zotero (see

<http://libguides.princeton.edu/c.php?g=148292&p=972572>).