

Library Academic Support

Helping you get the best from the Library, its collections, resources and services

Citing sources and creating bibliographies with Zotero

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Academic Support Librarians

www.ed.ac.uk/is/asl

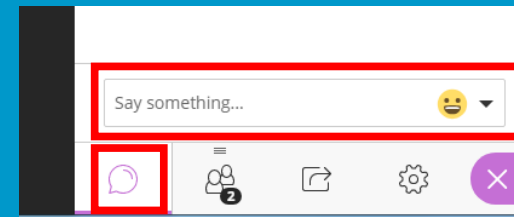


Audio check

Can you hear the presenter talking?

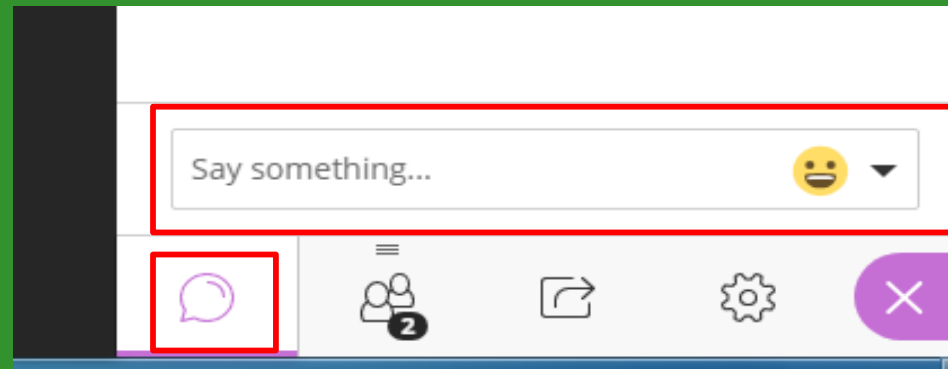
Please type yes or no in the “Text chat area”

To see the text chat area, open the Collaborate Panel at the bottom-right of your screen



Asking questions

When called upon to ask your question, type a question in the “Text Chat Area”.



Citing sources and creating bibliographies with Zotero

Learning outcomes and objectives

By the end of this session, you should be able to

- handle, organise and store my information in a way that it can easily retrieved and used
- use Zotero software to record and manage references.
- Have awareness of the need to record bibliographic or licensing details about the information found and make accurate notes to help me avoid accidental plagiarism.



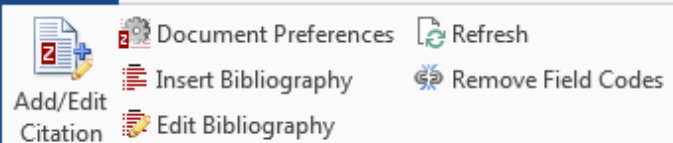
[View of floating open book from stacked books in library](#) by Jared Craig on Unsplash

Outline

- Why use Zotero? (or any bibliographic manager)
- Getting started
- Adding records
- Creating citations in word processors
- Added value in using a bibliographic manager
- Zotero: comparative strengths & weaknesses

Any extra time for remaining questions & answers





Zotero

Some text with references from Zotero

This is an example text designed to illustrate a Word document with references to sources inserted and formatted using Zotero. Here is one example citation (Bundy, 2004) and here is another (Pearce-Smith, 2006). Here is an example that “uses a direct quote” and where the page numbers are required inside the parentheses as part of the author-date format (Barsky, 2009, p. 56)

Normally you’d expect a longer document, but for the purposes of illustration, this text is short so you can see the reference list on the same slide. I normally also like to put a page break to start the cited references on a new page.

Cited References

Barsky, E. (2009). A Library Journal Club as a Tool for Current Awareness and Open Communication:

University of British Columbia case study. *Partnership: The Canadian Journal of Library & Information Practice & Research*, 4(2), 1–4.

Bundy, A. (2004, January 1). One essential direction: information literacy, information technology fluency [Papers]. Retrieved 22 June 2009, from <http://www.jelit.org/6/>

Getting started

Overview – Web & standalone components

Web

- Create account
- Import references from online databases
- Share groups
- Works as back-up
- Allows syncing between computers

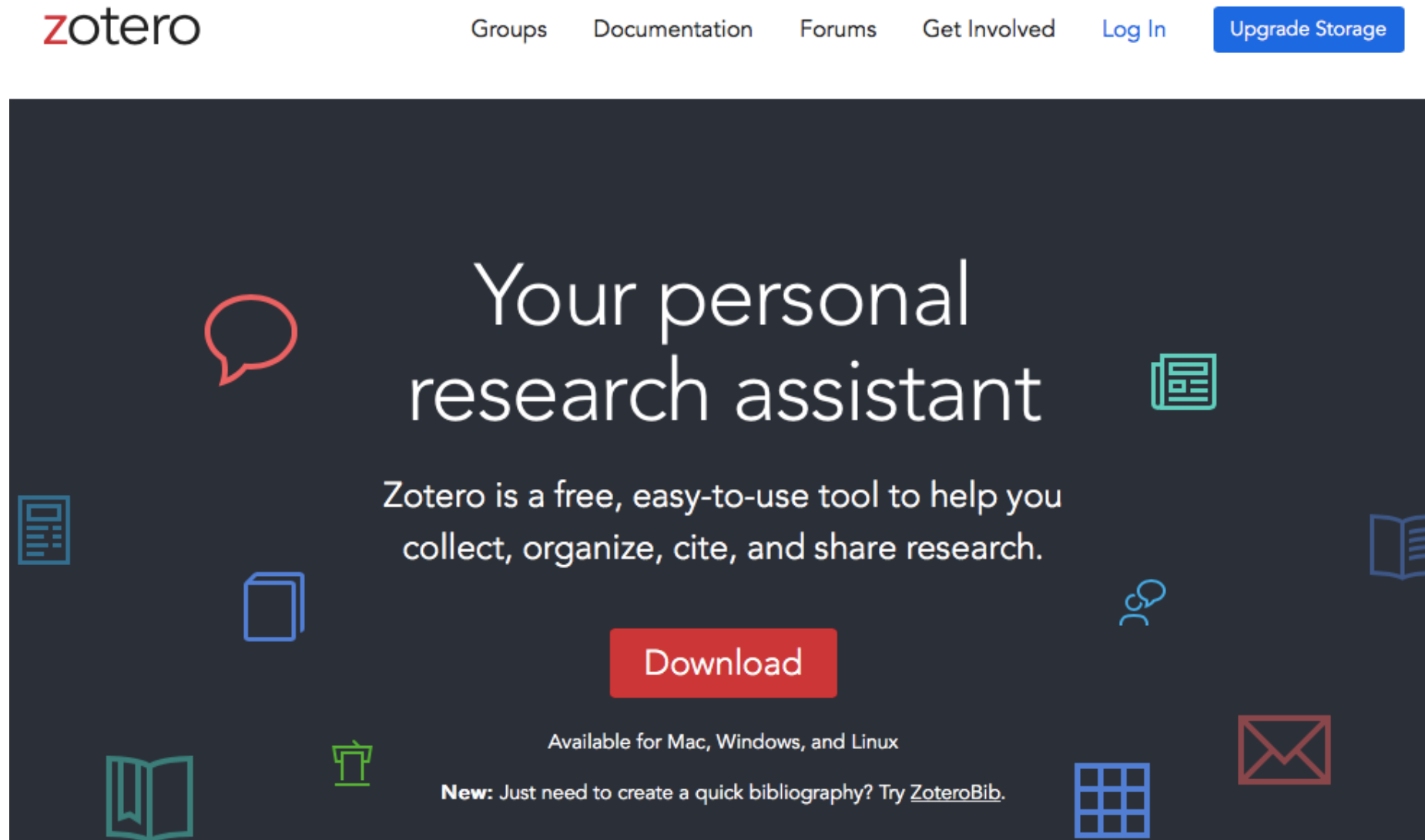
Standalone (downloaded software)

- Import/Create new records
- Import/attach pdfs/files
- Insert references into word processor

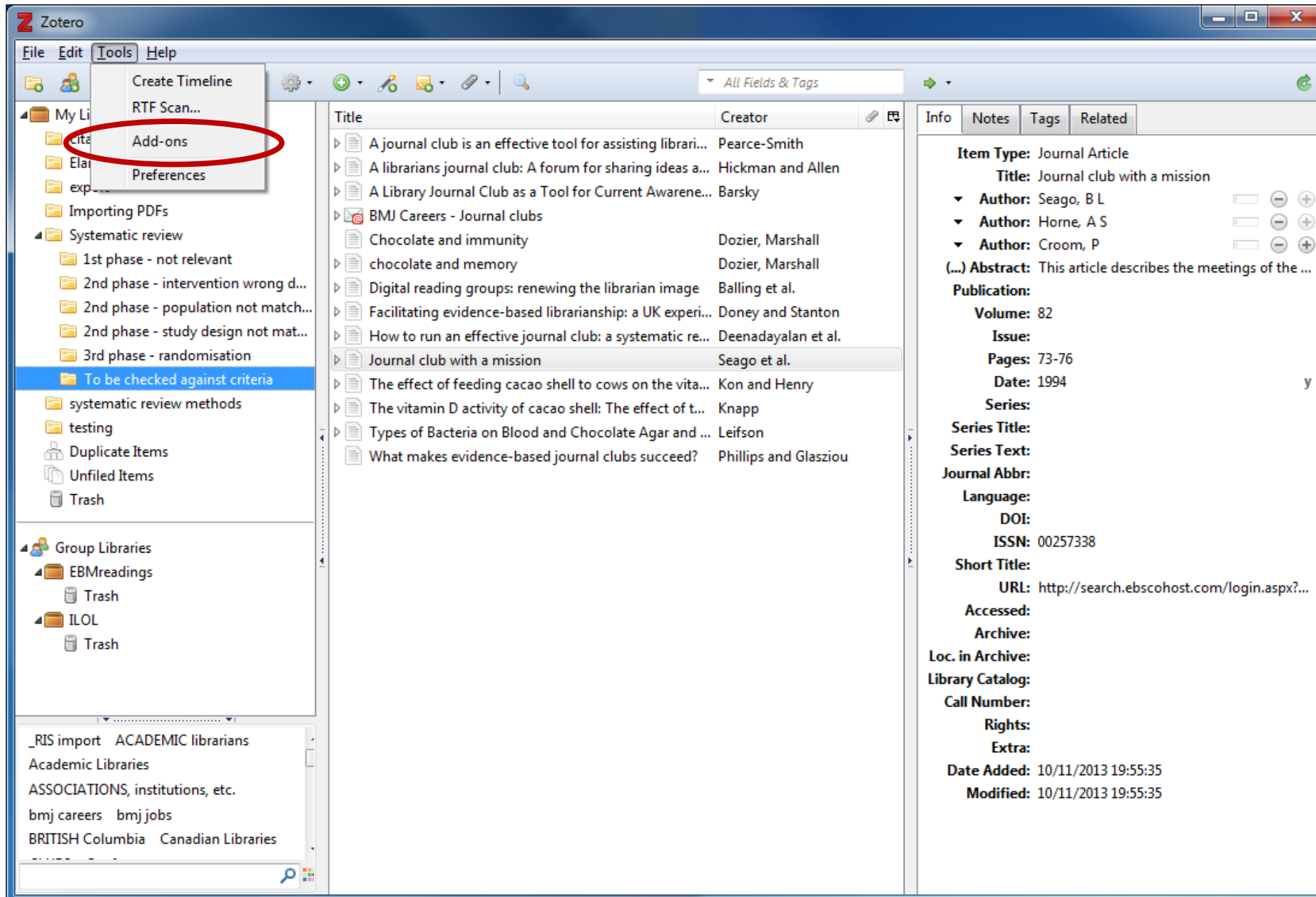
Either Web or Desktop

- Create folders/groups and re-organise references within them

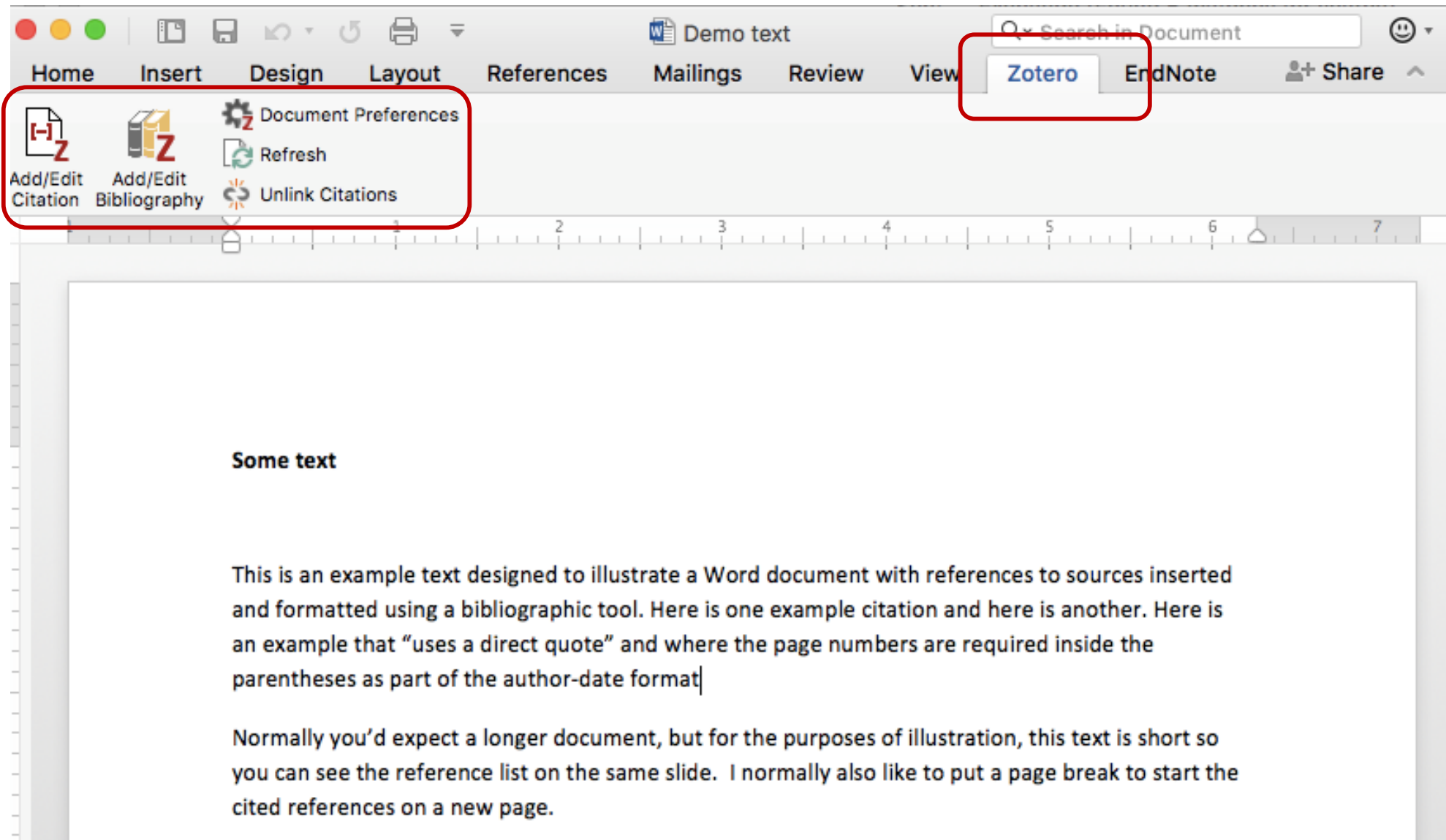
Registration & downloading www.zotero.org



Zotero Standalone Download



Microsoft Word plugin (Mac)



Z Zotero | Downloads

https://www.zotero.org/download/

Home

Groups


People

Documentation

Forums

Get Involved

Home > Downloads



Zotero 5.0 for Mac



Your personal research assistant

Download

Other platforms

Windows · Linux 32-bit · Linux 64-bit

Looking for Zotero 4.0?


 + 

Zotero Connector

Save to Zotero from your browser


Install Chrome Connector

Zotero Connectors automatically sense content as you browse the web and allow you to save it to Zotero with a single click.



Firefox connector

Install



Safari connector

Install




A bookmarklet that works in any browser, including those on smartphones and tablets, is also available.

Adding records


Add reference manually - web


[Home](#) [My Library](#) [Groups](#) [People](#) [Documentation](#) [Forums](#) [Get Involved](#)

[Home](#) > [People](#) > [mfdozier](#) > [Library](#)



Library

 [Systematic review](#)

 [Trash](#)

Filter Tags

*Beverages

*Biological ...

*Bivalvia/ch...

*Cacao

*Cacao/ch [C...

*Cacao/ge [G...

*Cacao/me [M...

*Cadmium Com...

*Catechin/pd...

*Chloroplast...

*Clinical Tr...

*Cocos/ch [C...

*Coffee/me [...

*Cotton Fibe...

*Decapodifor...

*Decision Ma...

*Dental Hygi...

*Dentists

*Disasters

*Disease Tra...

*DNA Primers...







*DNA, Plant/...

*Earthquakes

*Food Analys...

*Food Contam...

[More](#) [Refresh](#)



Save **Cancel**

Item Type

Title

Author

,

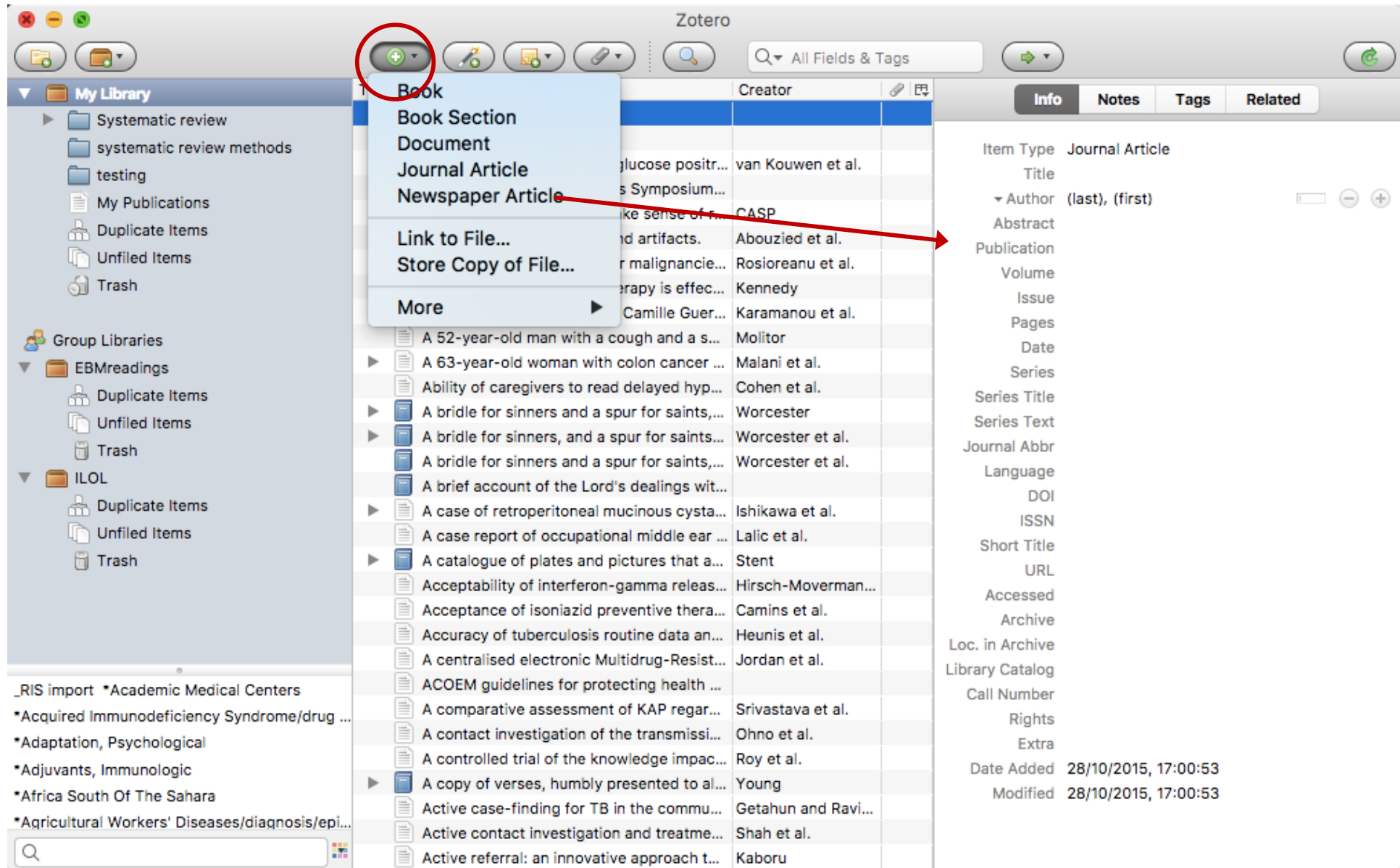
Author

,

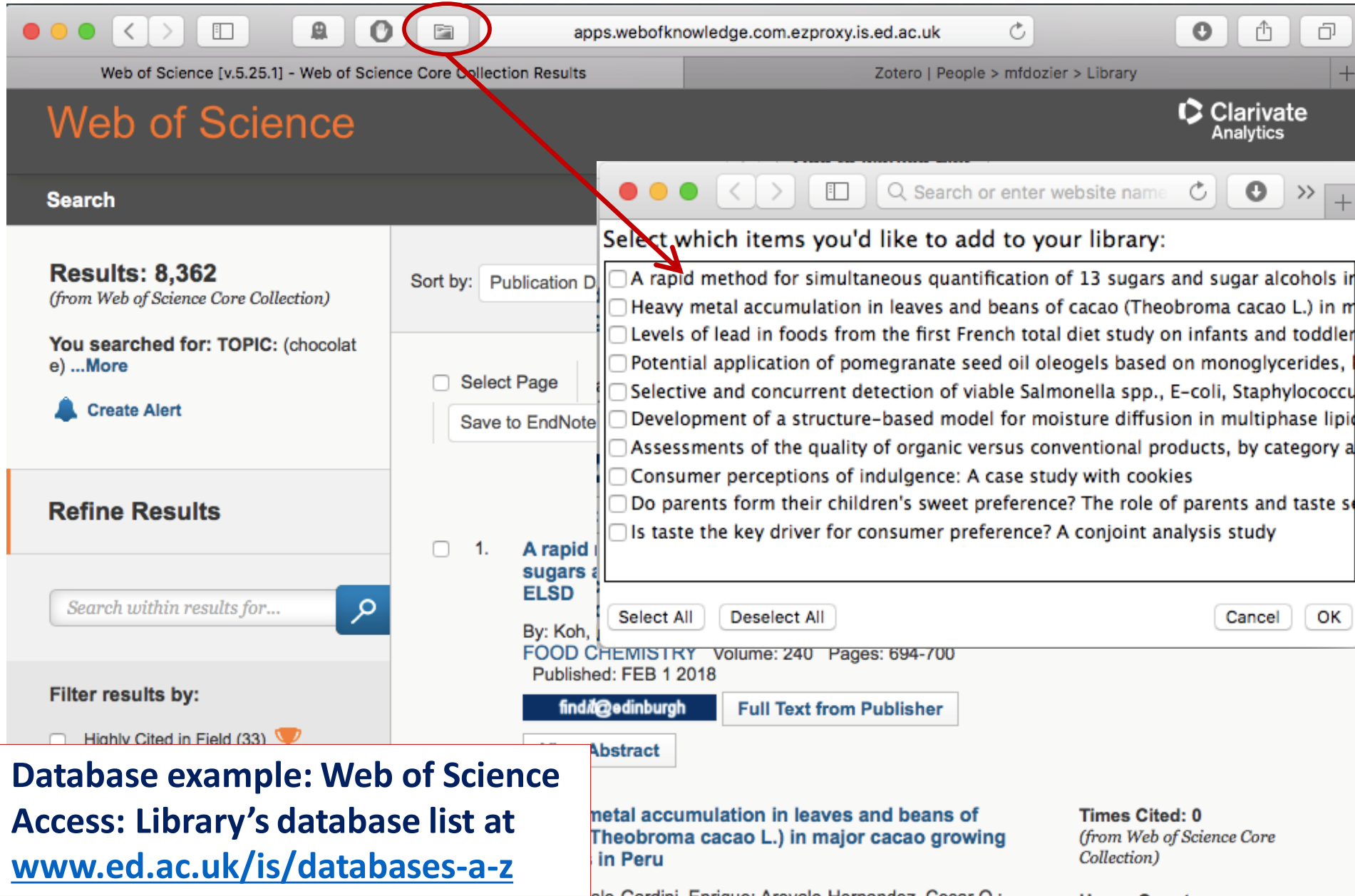
Abstract

Publication

Add reference manually - desktop



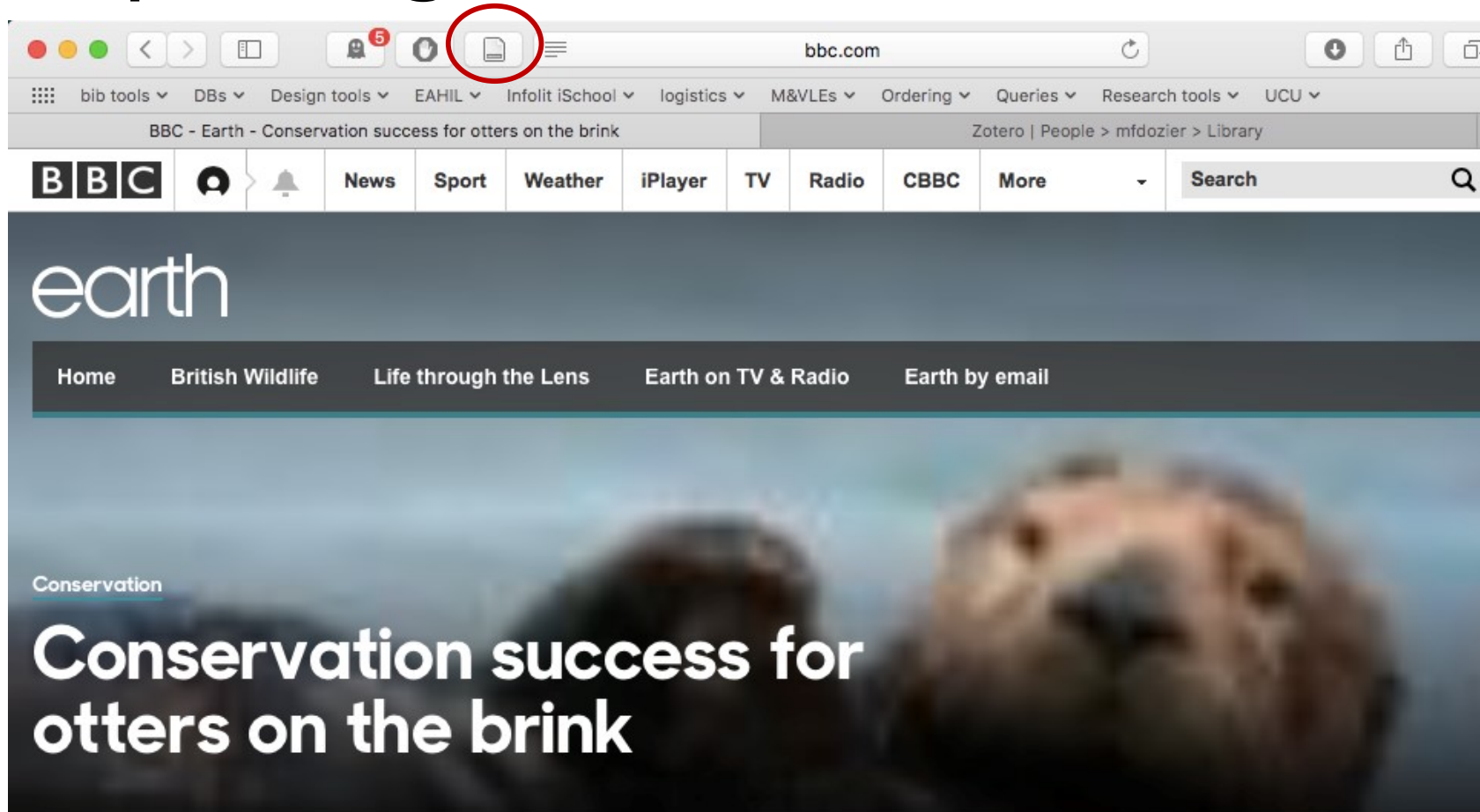
Exporting from online databases



The screenshot shows the Web of Science interface. The top navigation bar includes the Web of Science logo and the Clarivate Analytics logo. The search results page displays "Results: 8,362 (from Web of Science Core Collection)" and "You searched for: TOPIC: (chocolate) ...More". A "Refine Results" section is visible on the left. A dialog box titled "Select which items you'd like to add to your library:" is overlaid on the right, listing several articles with checkboxes. A red arrow points from the "Add to Library" icon in the browser's address bar to the dialog box. Below the dialog box, the first article is partially visible: "1. A rapid method for simultaneous quantification of 13 sugars and sugar alcohols in... ELSD". The article details include "By: Koh," "FOOD CHEMISTRY Volume: 240 Pages: 694-700", and "Published: FEB 1 2018". Buttons for "Full Text from Publisher" and "Abstract" are present. A text box at the bottom left contains the text: "Database example: Web of Science Access: Library's database list at www.ed.ac.uk/is/databases-a-z".

Database example: Web of Science
Access: Library's database list at www.ed.ac.uk/is/databases-a-z

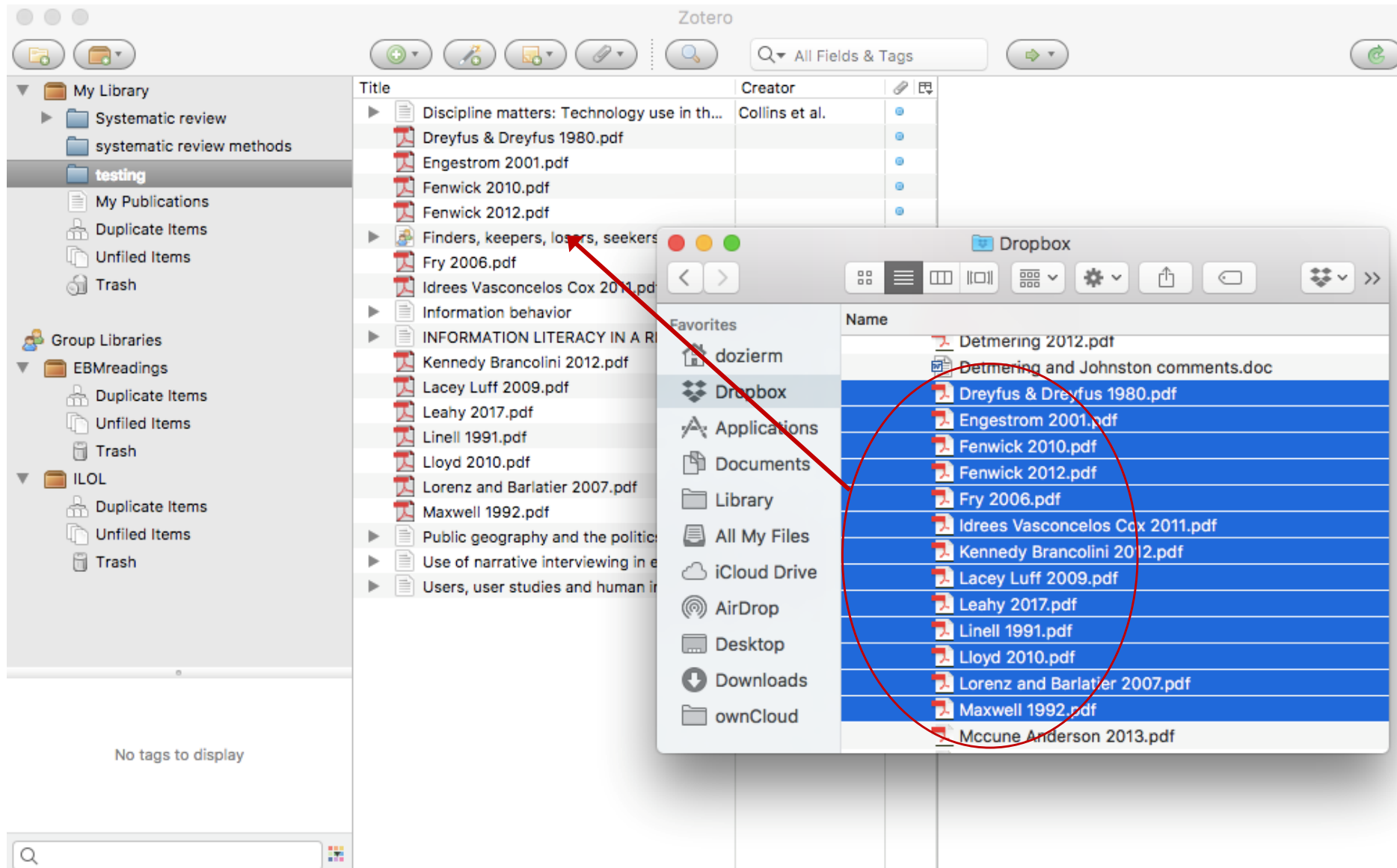
Importing a website



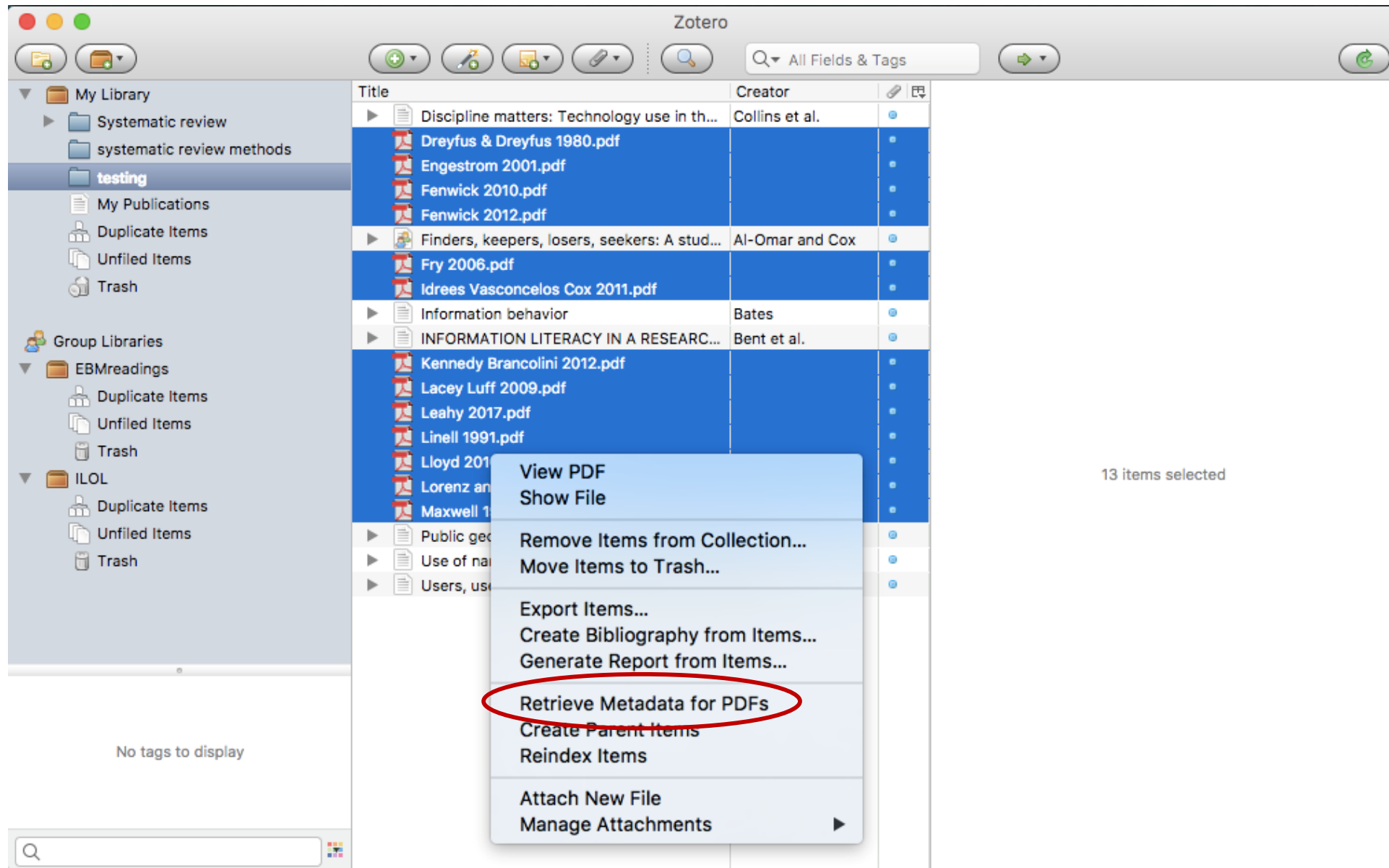
All over the world otter populations have been hanging in the balance, but two very different approaches have been successful in saving the species



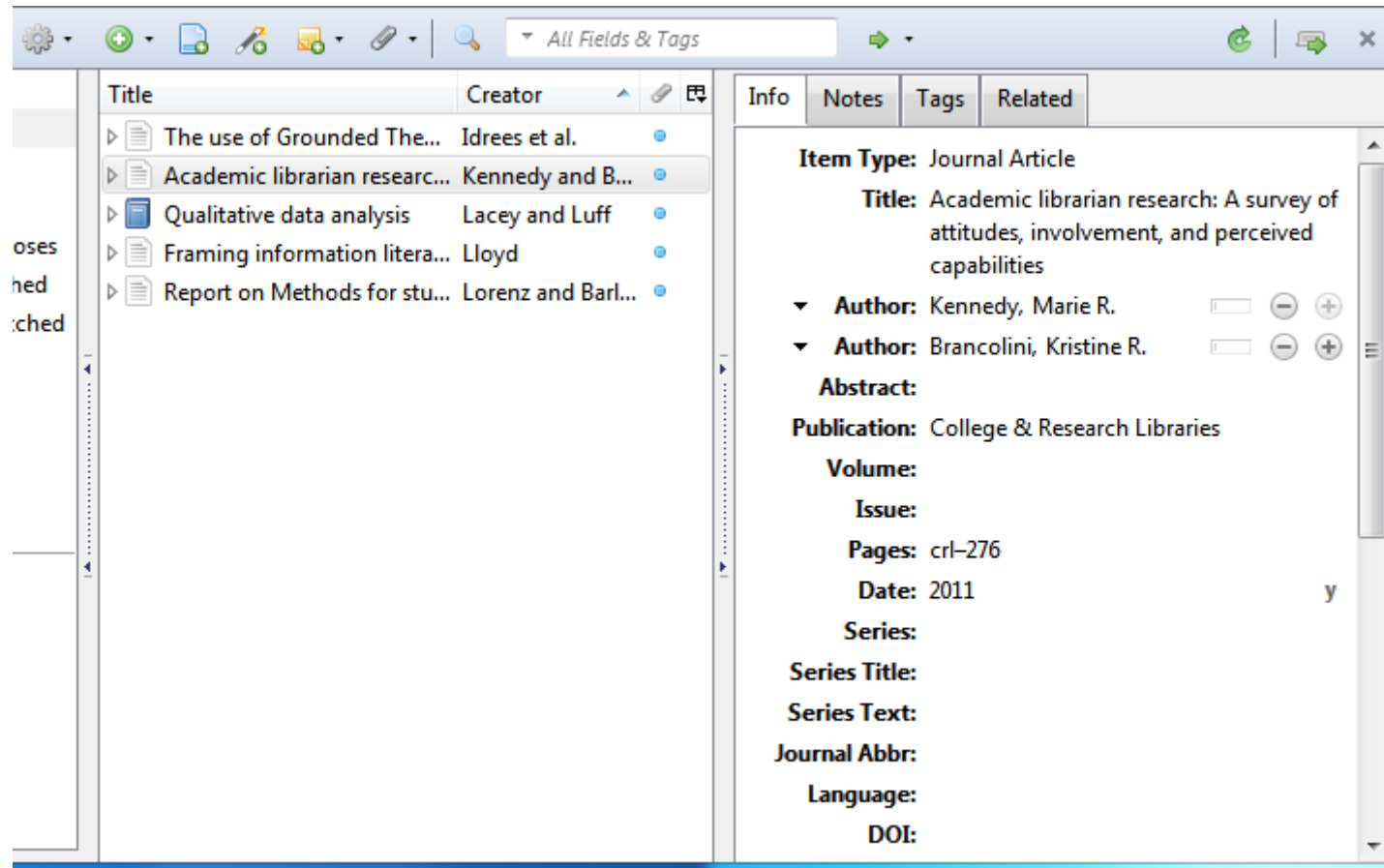
Importing pdfs 1: drag and drop onto collection



Importing pdfs 2: right-click & select *Retrieve Metadata for PDFs*



Importing PDFs 3: be sure to check metadata details



Creating citations and reference lists

Inserting citations into Word

The screenshot shows the Microsoft Word interface with the 'Zotero' ribbon tab selected. The 'Add/Edit Citation' button is highlighted with a red box and a red arrow pointing to the citation insertion dialog. The dialog shows a citation for 'Leifson' from the 'Cited' list. The main text area contains a paragraph with a placeholder citation {Citation} and two other citations: (Leifson, 1932) and (Atkins et al., 2008). The status bar at the bottom indicates 'Page 1 of 1', '111 Words', 'English (UK)', and '131%' zoom.

Home Insert Design Layout References Mailings Review View Zotero EndNote Share

Search in Document

Document Preferences
Refresh
Unlink Citations

Add/Edit Citation Add/Edit Bibliography

Some text

This is an example text designed to illustrate a Word document with references to sources inserted and formatted using a bibliographic tool. Here is one example citation{Citation} (Leifson, 1932) and here is another (Atkins et al., 2008). Here is an example that "uses a direct quote" (Zarocostas, 2008)

Z Leifson

Cited

Types of Bacteria on Blood and Chocolate Agar and the Immediate Cause of These Types
Leifson (1932), *Journal of bacteriology*, 24(6), 473-487.

My Library

Types of Bacteria on Blood and Chocolate Agar and the Immediate Cause of These Types
Leifson (1932), *Journal of bacteriology*, 24(6), 473-487.

Page 1 of 1 111 Words English (UK) Focus 131%

Home Insert Design Layout

[-] Z Add/Edit Citation Add/Edit Bibliography Document Preferences Refresh Unlink Citations

Inserting citations with page no.

Some text

This is an example text designed to illustrate a Word document with references to sources inserted and formatted using a bibliographic tool. Here is one example citation and here is another (Atkins et al., 2008). Here is an example that "uses a direct quote" (Zarocostas, 2008, p. 68) and where the

Z Zarocostas, 2008, p. 68

World Medical Association scales up training for multidrug resistant tuberculosis to fight epidemic.
Zarocostas (2008), *BMJ (Clinical research ed.)*, 336(76...

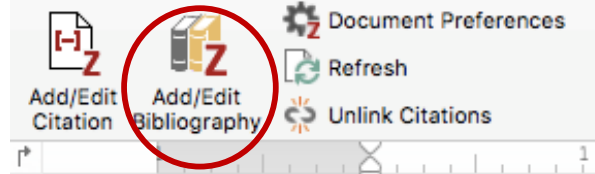
Page 68

Prefix:

Suffix:

☐ Suppress Author

Page 1 of 1 11 Focus 131%



Inserting the reference list

This is an example text designed to illustrate a Word document with references to sources inserted and formatted using a bibliographic tool. Here is one example citation (Leifson, 1932) and here is another (Atkins et al., 2008). Here is an example that “uses a direct quote” (Zarocostas, 2008, p. 68) and where the page numbers are required inside the parentheses as part of the author-date format

Normally you’d expect a longer document, but for the purposes of illustration, this text is short so you can see the reference list on the same slide. I normally also like to put a page break to start the cited references on a new page.

Atkins, S., Lewin, S., Smith, H., Engel, M., Fretheim, A., & Volmink, J. (2008). Conducting a meta-ethnography of qualitative literature: lessons learnt. *BMC Med Res Methodol*, 8, 21.
<https://doi.org/10.1186/1471-2288-8-21>

Leifson, E. (1932). Types of Bacteria on Blood and Chocolate Agar and the Immediate Cause of These Types. *Journal of Bacteriology*, 24(6), 473–487.

Zarocostas, J. (2008). World Medical Association scales up training for multidrug resistant tuberculosis to fight epidemic. *BMJ (Clinical Research Ed.)*, 336(7654), 1155.
<https://doi.org/10.1136/bmj.39584.662130.DB>

Changing the citation style

The screenshot shows the LibreOffice Writer interface with the 'Design' tab selected in the top menu. The 'Document Preferences' icon in the Design tab is circled in red. A red arrow points from this icon to the 'Citation Style' list in the 'Zotero - Document Preferences' dialog box. The list includes various styles, with 'Nature' selected. The 'Language' is set to 'English (UK)'. The 'Store Citations as' section has 'Fields (recommended)' selected. The 'Use MEDLINE journal abbreviations' checkbox is checked.

Citation Style:

- American Anthropological Association
- American Psychological Association 6th edition
- Anglia Ruskin University - Harvard
- Cell
- Chicago Manual of Style 17th edition (author-date)
- Chicago Manual of Style 17th edition (full note)
- Chicago Manual of Style 17th edition (note)
- Elsevier - Harvard (with titles)
- IEEE
- Modern Humanities Research Association 3rd edition (note with bibliography)
- Modern Language Association 8th edition
- Nature**

[Manage Styles...](#)

Language: English (UK)

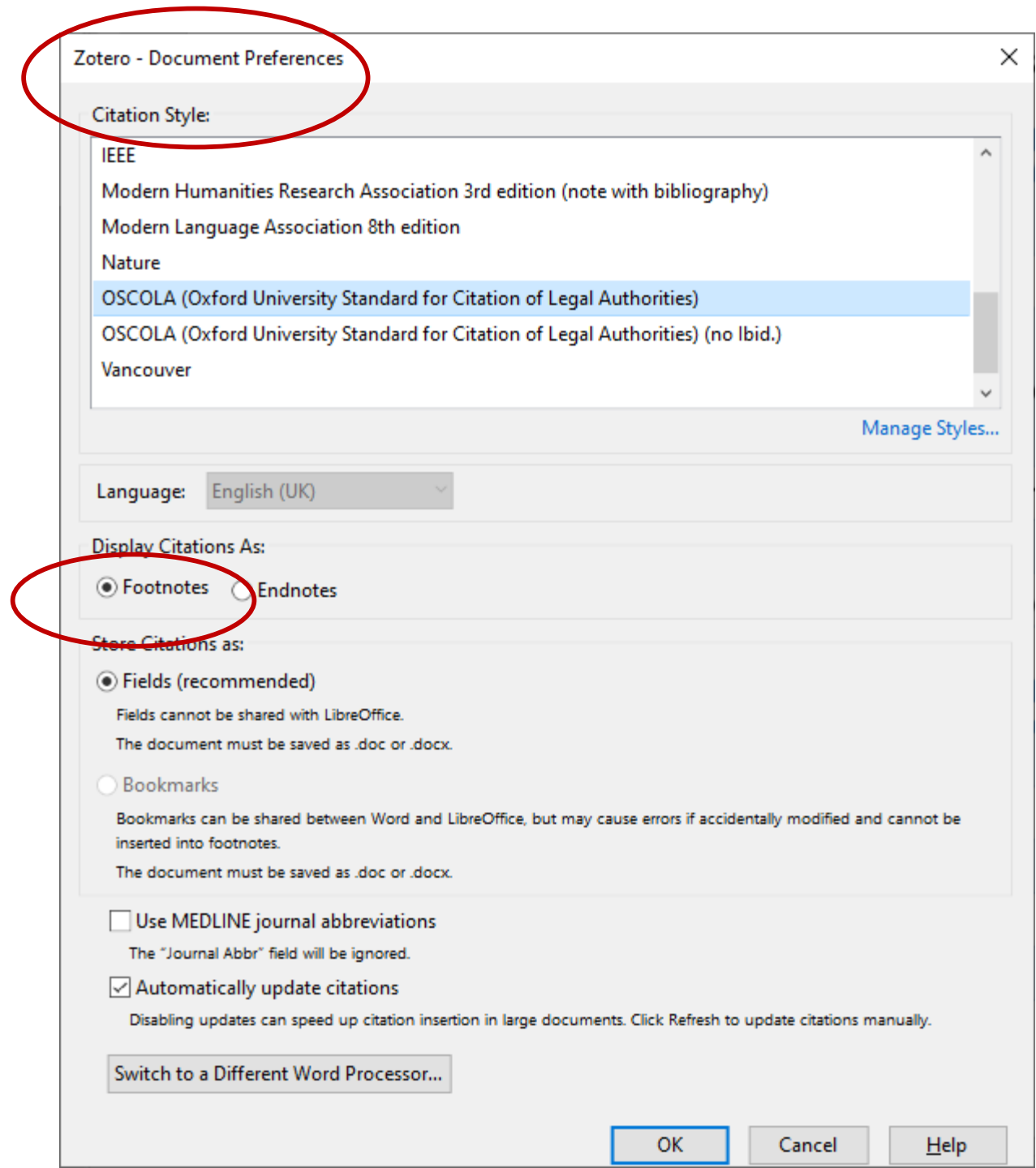
Store Citations as:

- ☒ Fields (recommended)
Fields cannot be shared with LibreOffice.
The document must be saved as .doc or .docx.
- ☐ Bookmarks
Bookmarks can be shared between Word and LibreOffice, but may cause errors if accidentally modified and cannot be inserted into footnotes.
The document must be saved as .doc or .docx.

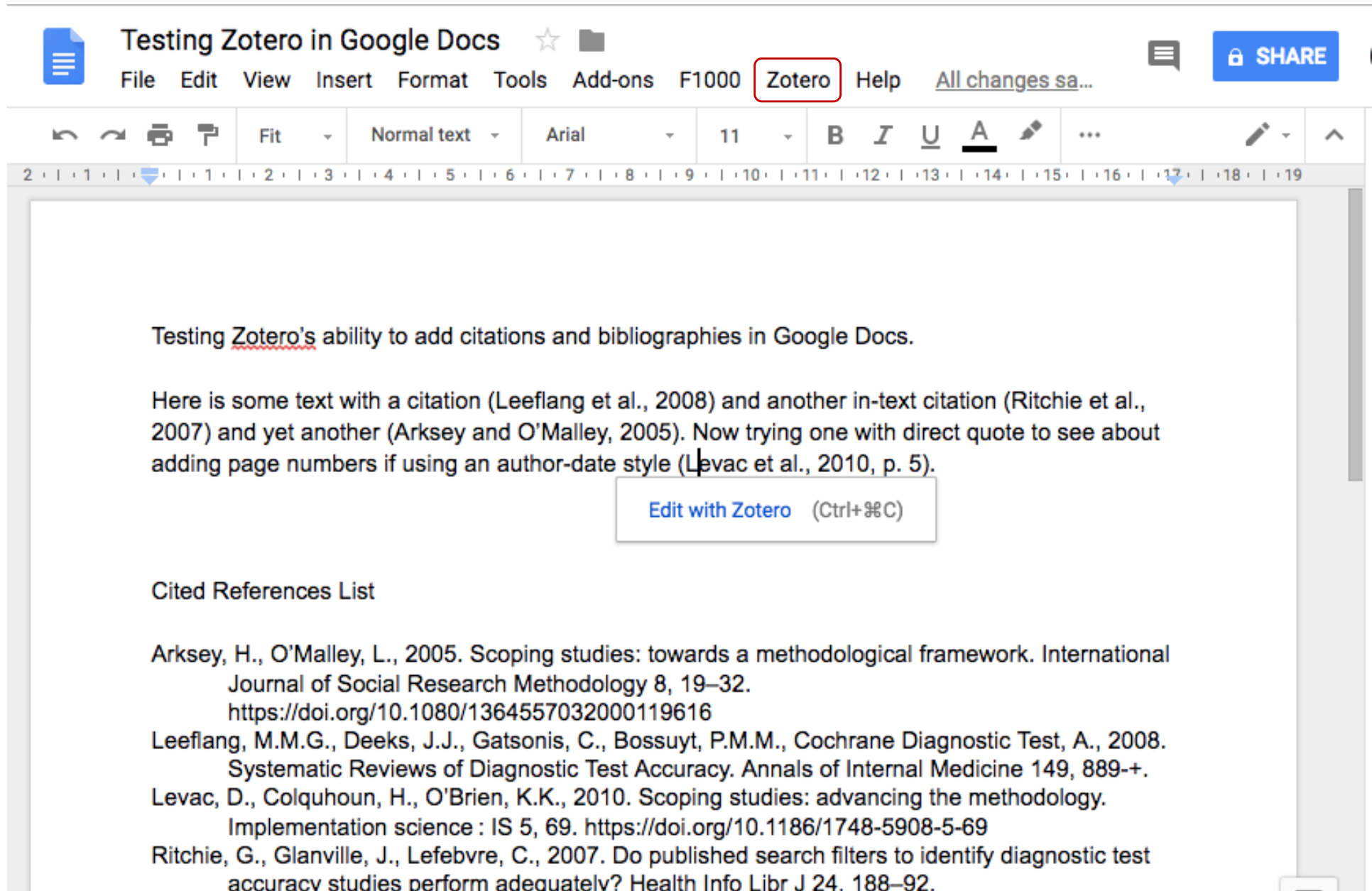
☒ Use MEDLINE journal abbreviations
The "Journal Abbr" field will be ignored.

Cancel **OK**

Footnotes



Zotero plugin for Google Docs



The screenshot shows the Google Docs interface for a document titled "Testing Zotero in Google Docs". The Zotero menu is highlighted in the top toolbar. The document content includes a paragraph with several citations and a "Cited References List" at the bottom.

Testing Zotero's ability to add citations and bibliographies in Google Docs.

Here is some text with a citation (Leeflang et al., 2008) and another in-text citation (Ritchie et al., 2007) and yet another (Arksey and O'Malley, 2005). Now trying one with direct quote to see about adding page numbers if using an author-date style (Levac et al., 2010, p. 5).

[Edit with Zotero](#) (Ctrl+⌘C)

Cited References List

Arksey, H., O'Malley, L., 2005. Scoping studies: towards a methodological framework. *International Journal of Social Research Methodology* 8, 19–32.
<https://doi.org/10.1080/1364557032000119616>

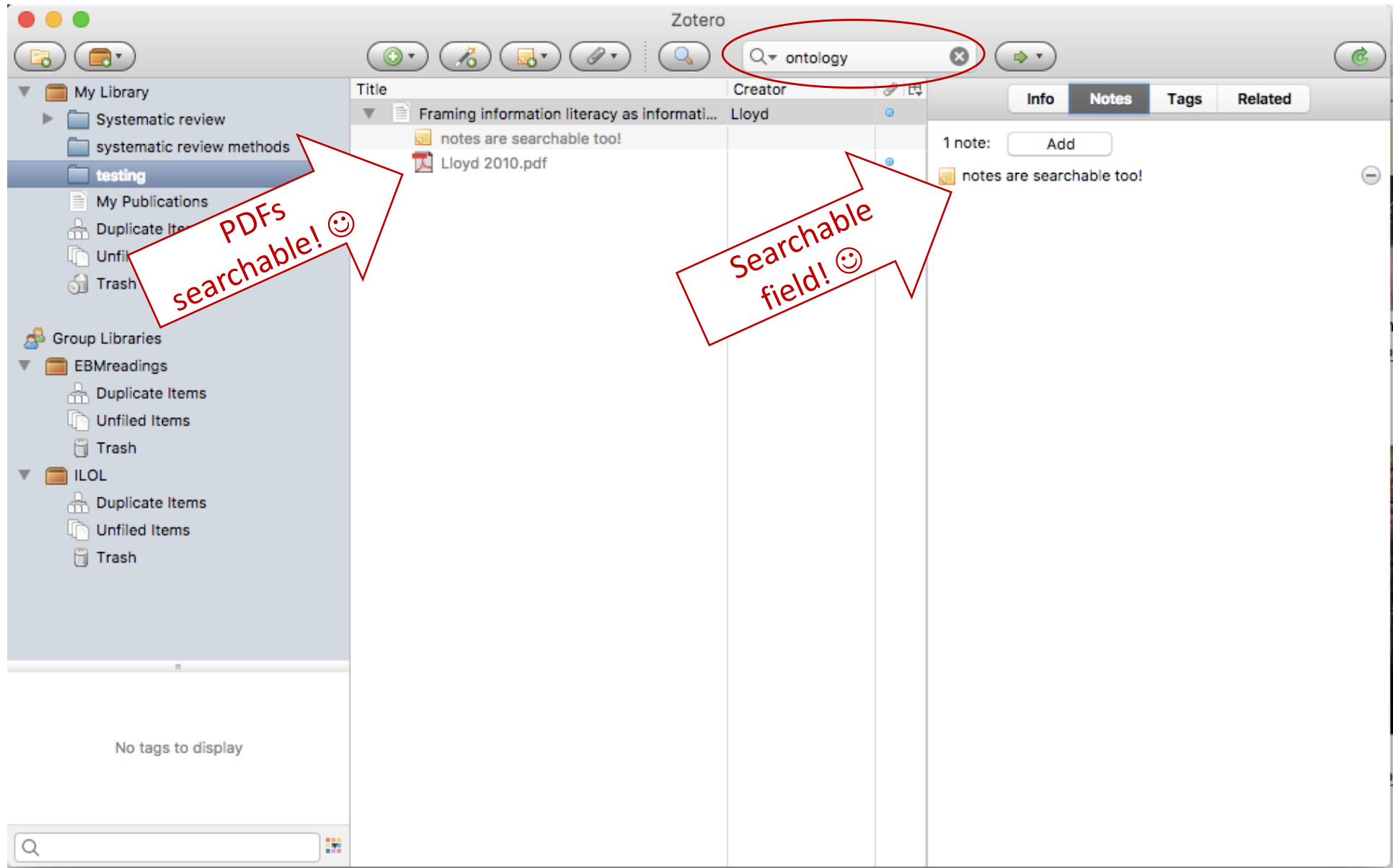
Leeflang, M.M.G., Deeks, J.J., Gatsonis, C., Bossuyt, P.M.M., Cochrane Diagnostic Test, A., 2008. Systematic Reviews of Diagnostic Test Accuracy. *Annals of Internal Medicine* 149, 889+.

Levac, D., Colquhoun, H., O'Brien, K.K., 2010. Scoping studies: advancing the methodology. *Implementation science : IS* 5, 69. <https://doi.org/10.1186/1748-5908-5-69>

Ritchie, G., Glanville, J., Lefebvre, C., 2007. Do published search filters to identify diagnostic test accuracy studies perform adequately? *Health Info Libr J* 24, 188–92.

Added value

Search in records & attached files



Organising into collections, sharing with groups, using tags

The screenshot displays the Zotero application window. The left sidebar shows a hierarchical view of the library structure, including 'My Library' and 'Systematic review' collections. The main pane shows a list of items with columns for Title, Creator, and Tags. The 'Tags' tab is selected, showing a list of 9 tags: CLUBS, DOCUMENTATION, Great Britain, INFORMATION science, Librarians, LIBRARIES, LIBRARY employees, LIBRARY science, and PUBLIC institutions. The bottom pane shows a list of tags for the selected item, including 'ACADEMIC librarians', 'bmj careers', 'BRITISH Columbia', 'Canadian Libraries', 'CLUBS', 'Conferences', 'Congresses as Topic', and 'organization & administ...'.

Zotero

Search: All Fields & Tags

My Library

- Systematic review
 - 1st phase - not relevant
 - 2nd phase - intervention wron...
 - 2nd phase - population not m...
 - 2nd phase - study design not ...
 - 3rd phase - randomisation
 - To be checked against criteria
 - systematic review methods
 - testing
 - My Publications
 - Duplicate Items
 - Unfiled Items
 - Trash
- Group Libraries
 - EBMreadings
 - Duplicate Items
 - Unfiled Items
 - Trash
 - ILOL

Item List:

Title	Creator
A journal club is an effective tool for assi...	Pearce-Smith
A librarians journal club: A forum for shar...	Hickman and Allen
A Library Journal Club as a Tool for Curr...	Barsky
BMJ Careers - Journal clubs	
Catharine Bougle, Royal Offences > coini...	
Digital reading groups: renewing the libr...	Balling et al.
Facilitating evidence-based librarianship:...	Doney and Stanton
How to run an effective journal club: a sy...	Deenadayalan et al.
John Hughes, Thomas Cock, George Str...	
Jonathan Thomas, Royal Offences > coin...	
Joseph Austin, Theft > grand larceny, Th...	
Journal club with a mission	Seago et al.
Keeping Up With the Journals: A Library ...	Kraemer
Philip Godfrey, Theft > grand larceny, Th...	
Substrate binding by crude membranes ...	Rhodes and Payne
Using Functional Nano- and Microparticl...	Doherty et al.
What makes evidence-based journal clu...	Phillips and Glaszi...

Tags:

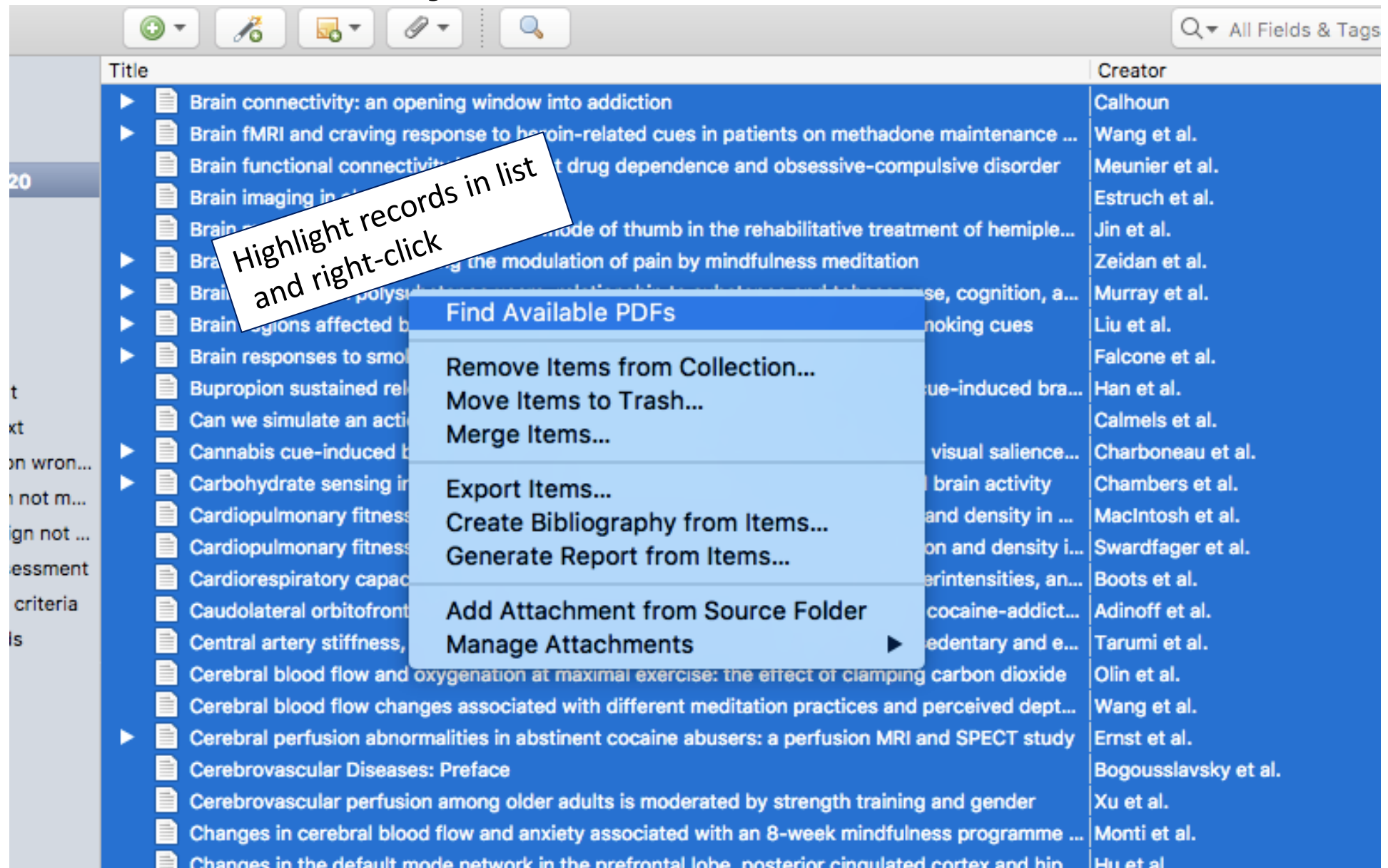
9 tags: Add

- CLUBS
- DOCUMENTATION
- Great Britain
- INFORMATION science
- Librarians
- LIBRARIES
- LIBRARY employees
- LIBRARY science
- PUBLIC institutions

Item Tags:

_RIS import ACADEMIC librarians
Academic Libraries
ASSOCIATIONS, institutions, etc. bmj careers
bmj jobs BRITISH Columbia Canadian Libraries
CLUBS Conferences Congresses as Topic
Congresses as Topic: organization & administ...

Find fulltext PDFs and attach automatically



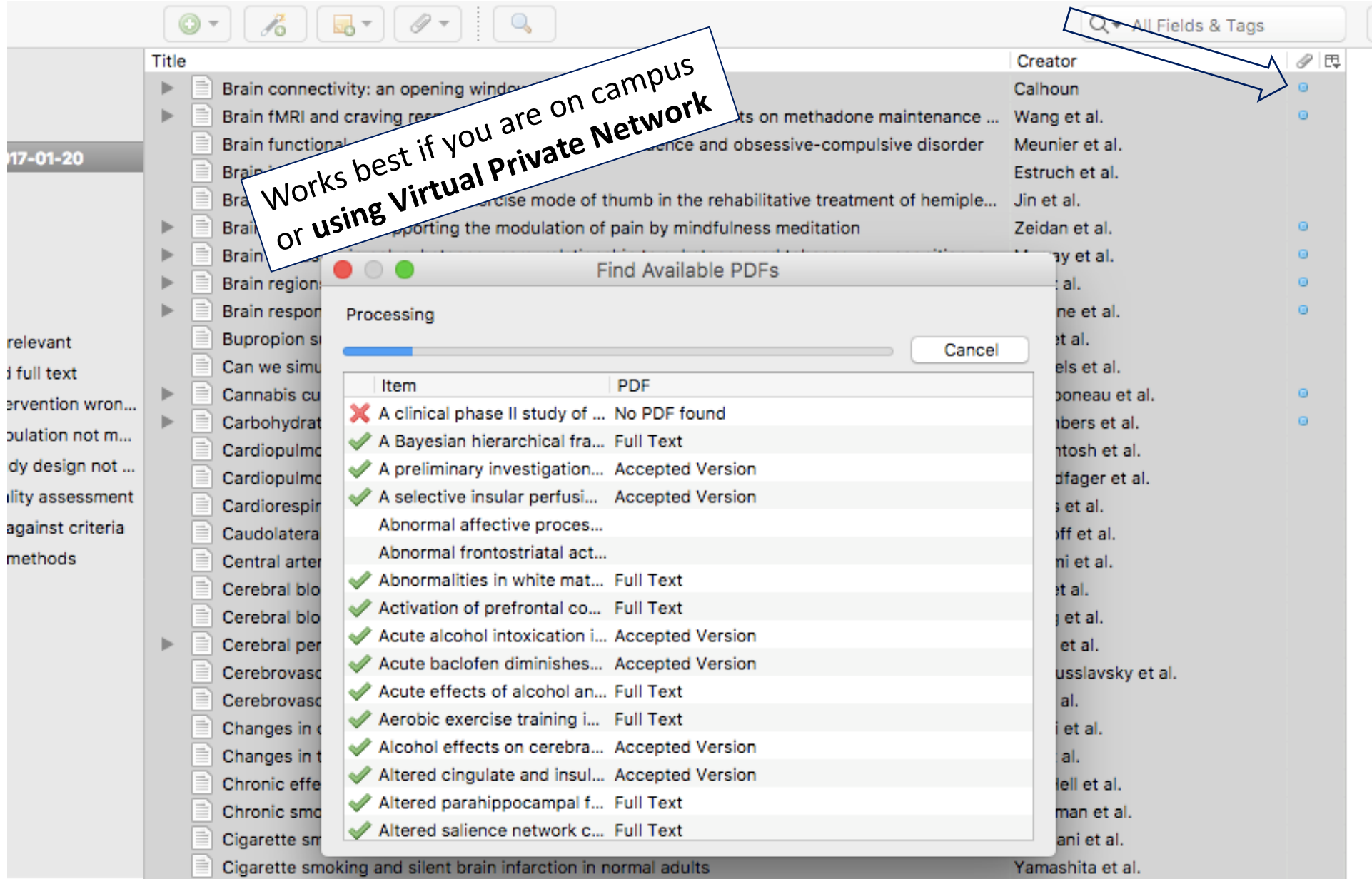
The screenshot shows a software interface with a toolbar at the top containing icons for adding, editing, deleting, and searching. A search bar on the right is labeled "All Fields & Tags". Below the toolbar is a table with two columns: "Title" and "Creator". The table contains a list of records, each with a document icon and a right-pointing arrow in the "Title" column. A right-click context menu is open over the list, displaying the following options:

- Find Available PDFs
- Remove Items from Collection...
- Move Items to Trash...
- Merge Items...
- Export Items...
- Create Bibliography from Items...
- Generate Report from Items...
- Add Attachment from Source Folder
- Manage Attachments

A callout box with the text "Highlight records in list and right-click" points to the list of records.

Title	Creator
Brain connectivity: an opening window into addiction	Calhoun
Brain fMRI and craving response to heroin-related cues in patients on methadone maintenance ...	Wang et al.
Brain functional connectivity and drug dependence and obsessive-compulsive disorder	Meunier et al.
Brain imaging in ...	Estruch et al.
Brain ... mode of thumb in the rehabilitative treatment of hemiple...	Jin et al.
Brain ... the modulation of pain by mindfulness meditation	Zeidan et al.
Brain ... polysubstance use, cognition, a...	Murray et al.
Brain regions affected b...	Liu et al.
Brain responses to smol...	Falcone et al.
Bupropion sustained rel...	Han et al.
Can we simulate an acti...	Calmels et al.
Cannabis cue-induced b...	Charboneau et al.
Carbohydrate sensing in...	Chambers et al.
Cardiopulmonary fitness...	MacIntosh et al.
Cardiopulmonary fitness...	Swardfager et al.
Cardiorespiratory capac...	Boots et al.
Caudolateral orbitofront...	Adinoff et al.
Central artery stiffness,	Tarumi et al.
Cerebral blood flow and oxygenation at maximal exercise: the effect of clamping carbon dioxide	Olin et al.
Cerebral blood flow changes associated with different meditation practices and perceived dept...	Wang et al.
Cerebral perfusion abnormalities in abstinent cocaine abusers: a perfusion MRI and SPECT study	Ernst et al.
Cerebrovascular Diseases: Preface	Bogousslavsky et al.
Cerebrovascular perfusion among older adults is moderated by strength training and gender	Xu et al.
Changes in cerebral blood flow and anxiety associated with an 8-week mindfulness programme ...	Monti et al.
Changes in the default mode network in the prefrontal lobe, posterior cingulate cortex and hip...	Hu et al.

PDFs are attached to records – can be slow



ZoteroBib: Handy web-based tool

<https://zbib.org>

zotero**bib**

<http://www.bbc.co.uk/news/science-environment-44146321>

Cite

Manual Entry

1. Gill V. DNA shows how malaria turned deadly. BBC News [Internet]. 2018 May 22 [cited 2018 May 24]; Available from: <http://www.bbc.co.uk/news/science-environment-44146321>

Close

Delete

Edit

Bibliography

Vancouver



1. Savage M. The 'social life of methods': a critical introduction. Theory, Culture & Society. 2013 Jul;30(4):3-21.
2. McCoy D, Kembhavi G, Patel J, Luintel A. The Bill & Melinda Gates Foundation's grant-making programme for global health. The Lancet. 2009 May;373(9675):1645-53.
3. Gill V. DNA shows how malaria turned deadly. BBC News [Internet]. 2018 May 22 [cited 2018 May 24]; Available from: <http://www.bbc.co.uk/news/science-environment-44146321>

Delete All

Export

Download RTF (all word processors)
Copy HTML
Download RIS
Download BibTeX
Save to Zotero

Copy to Clipboard



Zotero : Strengths and weaknesses

Zotero: some comparative strengths & weaknesses

- + Open source, not for profit
- + Import pdfs to create records: not possible in EndNote Web
- + Offline working possible while writing and citing
- + Compatible with LibreOffice and GoogleDocs
- + Some modification of citing styles possible
- Not formally supported by UoE, unlike EndNote
- 300MB storage space for pdfs (EndNote under UoE licence is unlimited, and Mendeley offers 2GB for free)

Zotero isn't the only option!

There are MANY other bibliographic managers!

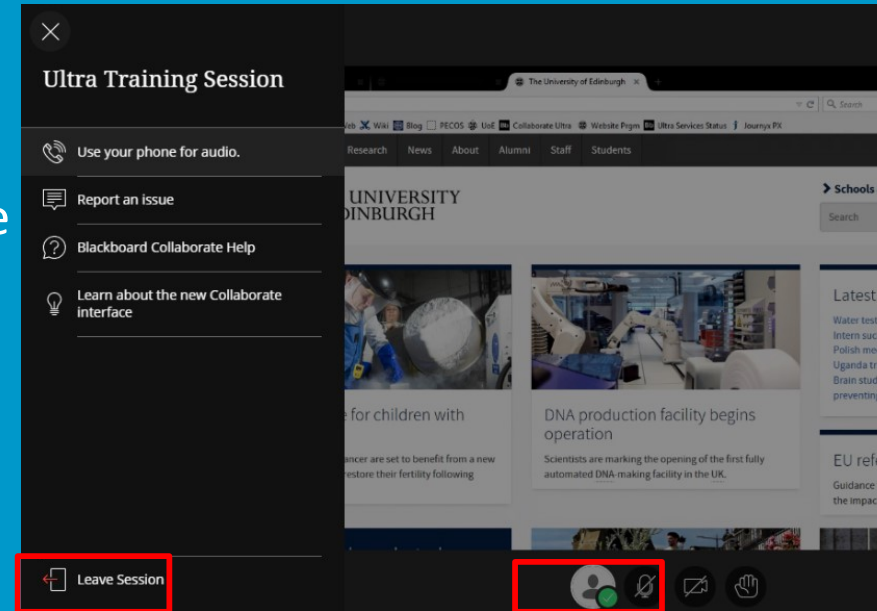
To begin exploring comparisons...

<http://www.docs.is.ed.ac.uk/mvm/BiblioManagersTable.pdf>

Time for remaining
questions & answers

Thank you!

When the session is over
and you are ready to leave
click on the browser's
Close button or **Leave
Session** icon



Thank you

