Citing sources and creating bibliographies with Zotero

Marshall Dozier, Angela Nicholson, Rowena Stewart
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”.

Say something...
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.
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
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


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](http://www.zotero.org)

Your personal research assistant

Zotero is a free, easy-to-use tool to help you collect, organize, cite, and share research.

Download

Available for Mac, Windows, and Linux

New: Just need to create a quick bibliography? Try ZoteroBib.
Microsoft Word plugin (Mac)

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. 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

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.
Adding records
Add reference manually - web

Title: Chocolate as part of a well-balanced diet

Author: Dozier, Marshall

Abstract:

Publication: Chocolate International
Add reference manually - desktop
Exporting from online databases

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

Conservation success for otters on the brink

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

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 (Leifson, 1932) and here is another (Atkins et al., 2008). Here is an example that uses a direct quote (Zarocostas, 2008).
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

World Medical Association scales up training for multidrug resistant tuberculosis to fight epidemic.

Zarocostas (2008), BMJ (Clinical research ed.), 336(76...
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.


https://doi.org/10.1186/1471-2288-8-21


https://doi.org/10.1136/bmj.39584.662130.DB
Changing the citation style

This is an example text designed and formatted using a bibliography program. An example that “uses a direct citation in parentheses as part of the author.”

Normally, you'd expect a longer list of cited references on a new page, but you can see the reference list of cited references on a new page.


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

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 Abbrev” field will be ignored.
Footnotes
Testing Zotero's ability to add citations and bibliographies in Google Docs.

Here is some text with a citation (Leefflang 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).

Cited References List

https://doi.org/10.1080/1364557032000119616


Added value
Search in records & attached files
Organising into collections, sharing with groups, using tags
Find fulltext PDFs and attach automatically

- 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

Highlight records in list and right-click
PDFs are attached to records – can be slow

Works best if you are on campus or using Virtual Private Network
ZoteroBib: Handy web-based tool
https://zbib.org


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/Biblio ManagersTable.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