# How to use Ez Citations?

Ez citations is a citation manager built with java swing. It was created since manually working with citations is annoying—especially with larger projects. Whether it's for a research paper, presentation, or other schoolwork, Ez citations has your back.

Functionality

- Adding, editing, annotating, deleting in-built citations or using your own custom citations
- Copying citations to your clipboard
- Sorting citations
- Saving and opening citations with a .cite file
- Exporting citations to a txt file

Adding a citation

To add a citation, use the "Add button" on the top left.
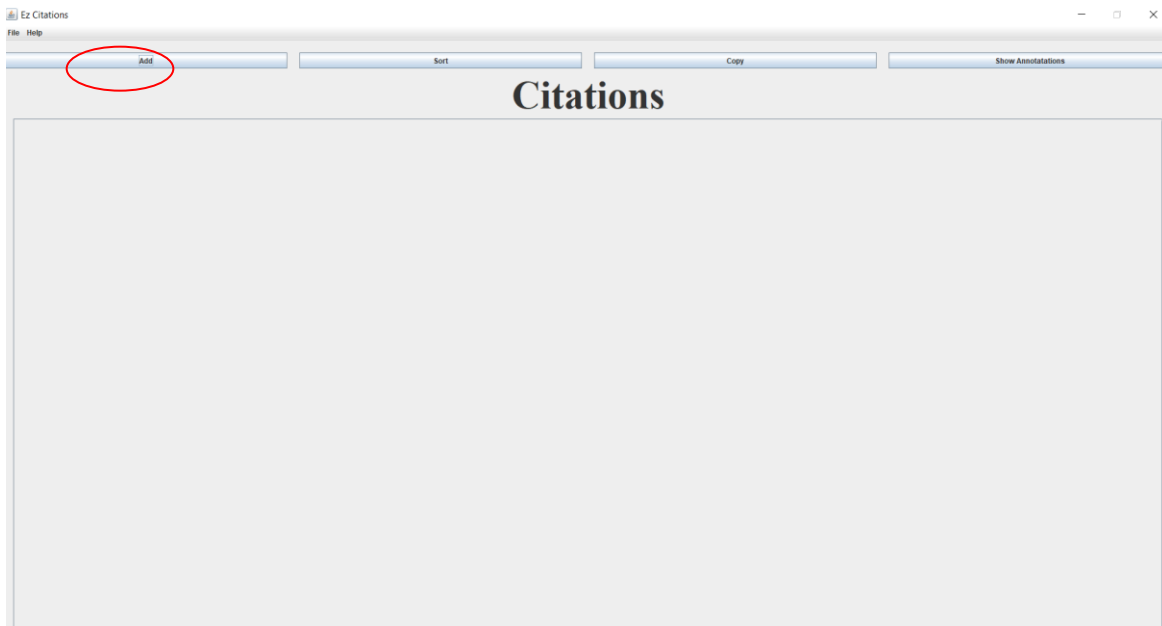
Once you click on it, you will see the add-citation interface.

Add Citation

Add Citation:

Add an Author

| Add | Delete |

Source title:

First Container:

Other Contributors:

Version:

Numbers:

Publisher:

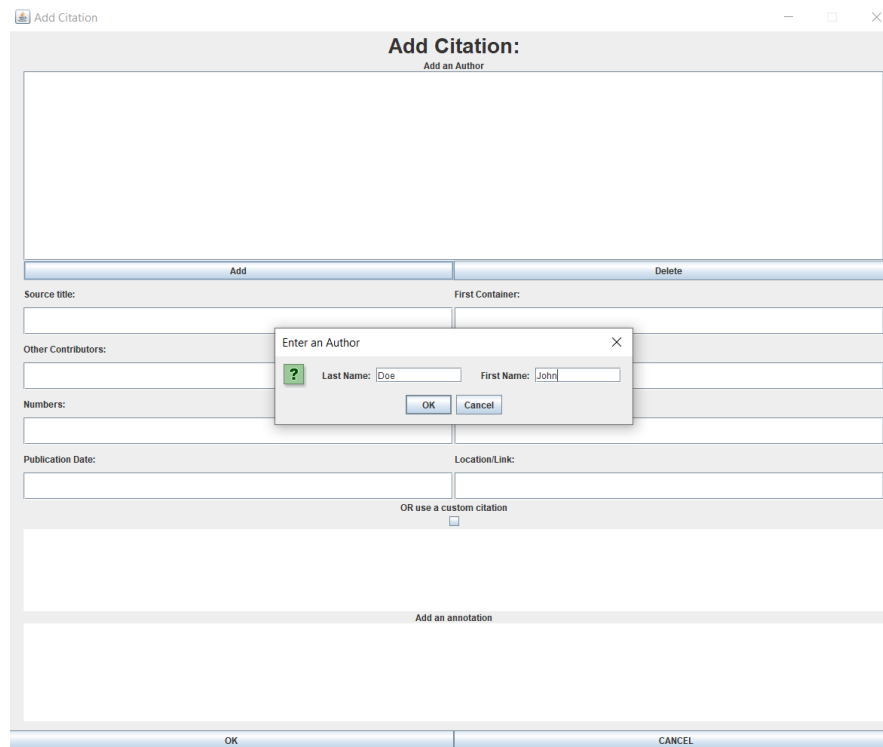Publication Date:

Location/Link:

OR use a custom citation

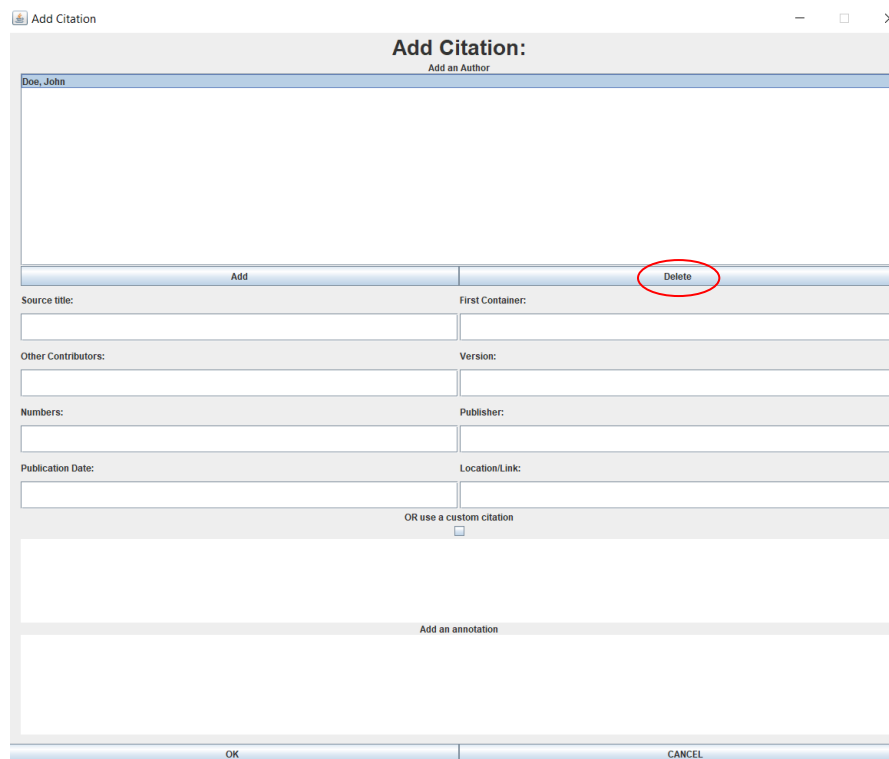Add an annotation

| OK | CANCEL |

This add-citation interface allows you to add the different parts of a citation. This citation manager uses MLA, and the different components are source title, first container (book, website, etc), other contributors, version, numbers (page numbers etc.), publisher, publication date, and location/link. If you want to use a your own citation, check the "OR use a custom citation" checkbox and add you own.

Adding and deleting Authors

Using the add button, you can add an author to the list of authors. Remember that last name goes first, then first name.

Once the author is inputted you can select it by clicking it. Then you can delete the author if you decide you don't need it or made a mistake.

You can add an annotation using the bottom box. Press OK to add and cancel to not add.
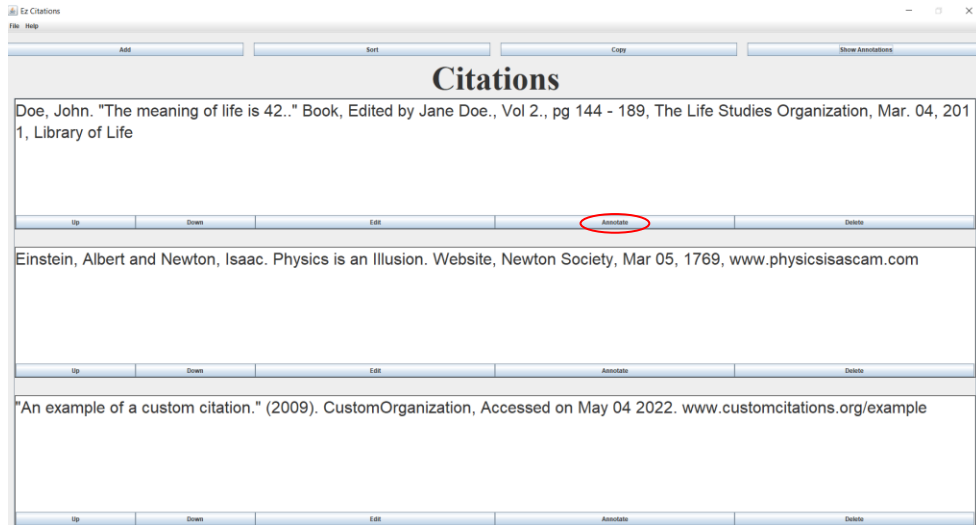
Managing Citations
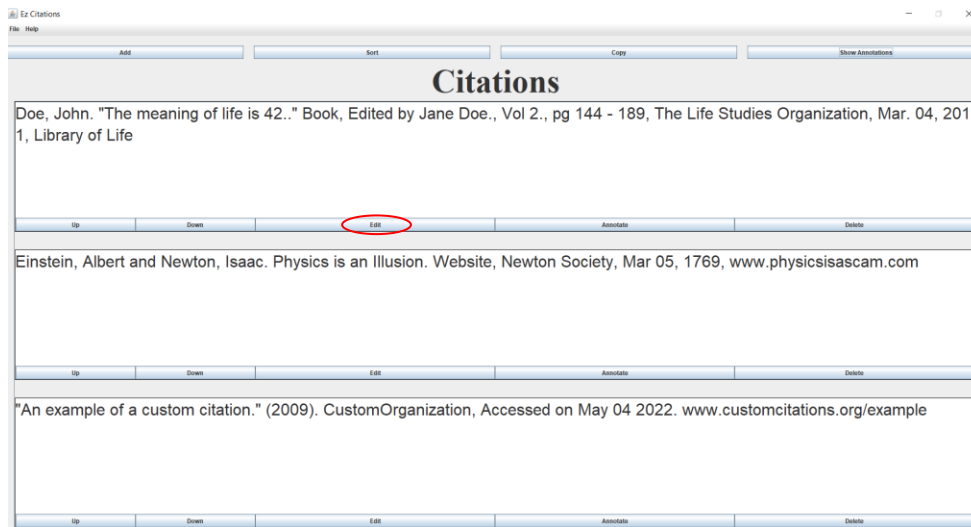
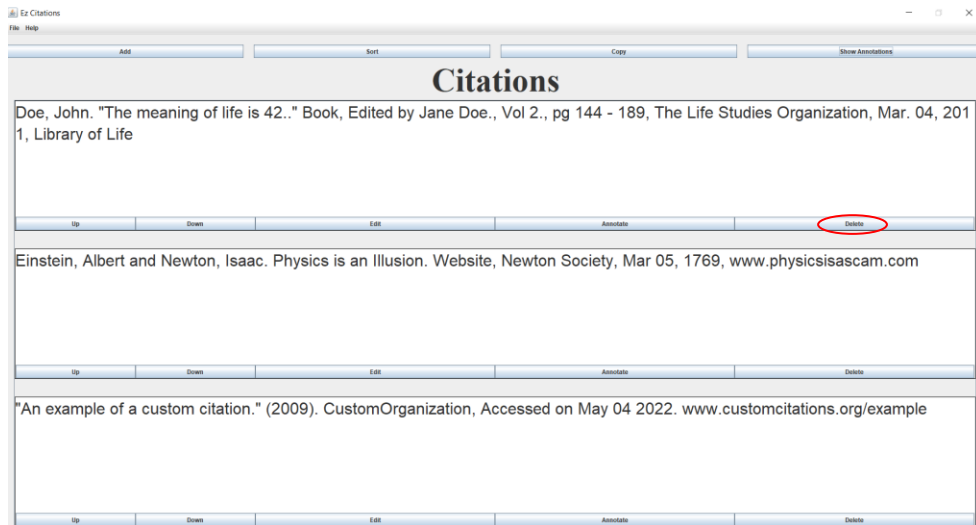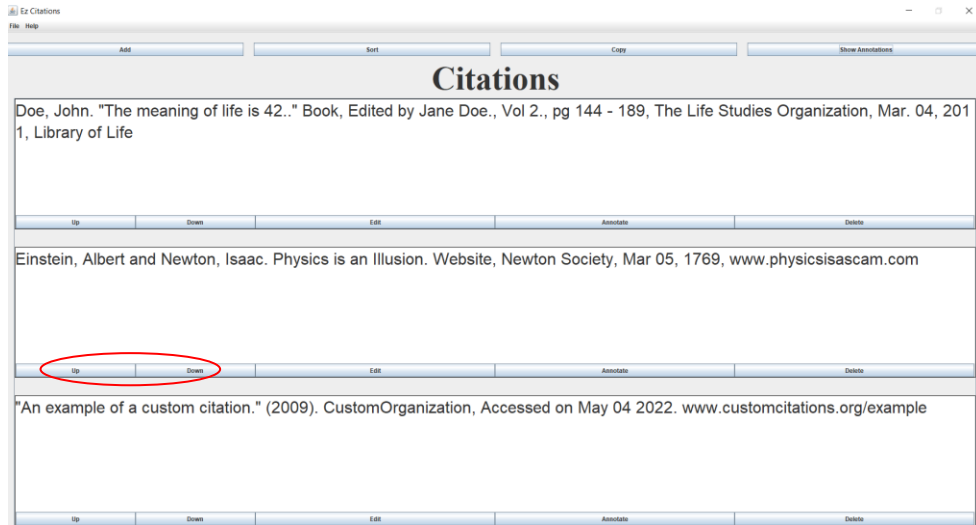To edit a citation, click the edit button on your chosen citation.

The edit-citation panel is similar to the add citation panel. Click OK to save and cancel to not.
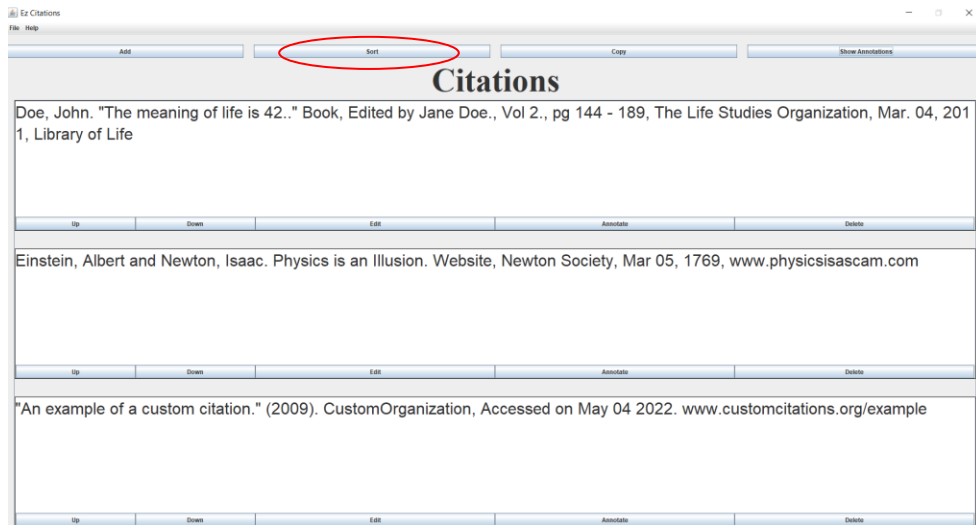
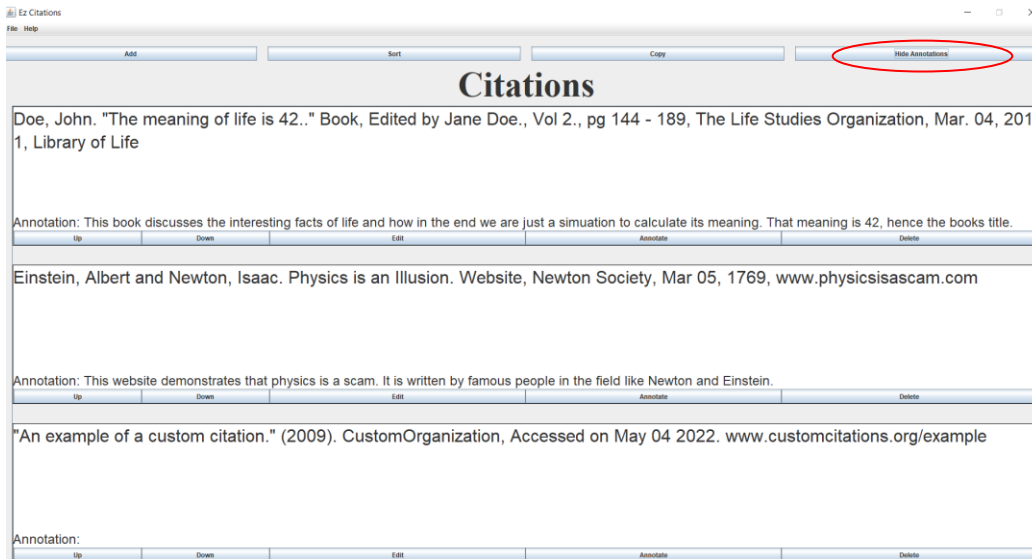Use the annotate button to edit your annotations. This can also be done in the edit panel.

Use the delete button to delete your citation.

The up and down button can be used to move a citation up a slot or down a slot.
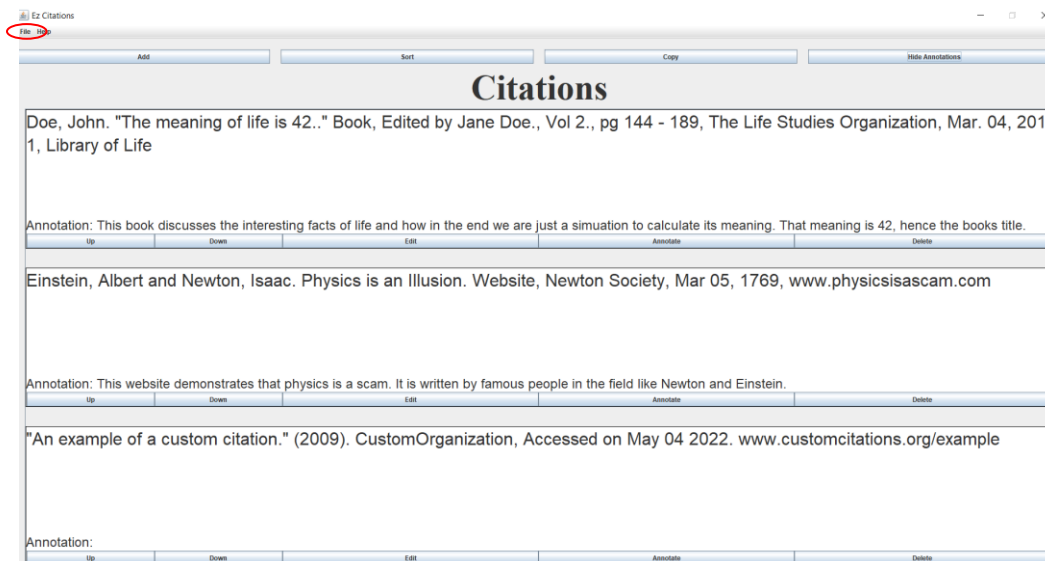

Use the sort button to sort your citations by alphabetical order.

Use the show annotation button to show the annotations of each citation. Click it again to hide them.

Copying and Exporting Citations

In the top left, click file.

Inside, there is an option for export at the very bottom. You can click that to export your citations as a txt file, and if you click "show annotations," then the annotations will be exported into your chosen txt file. If the annotations are hidden, then they won't be exported into your file.
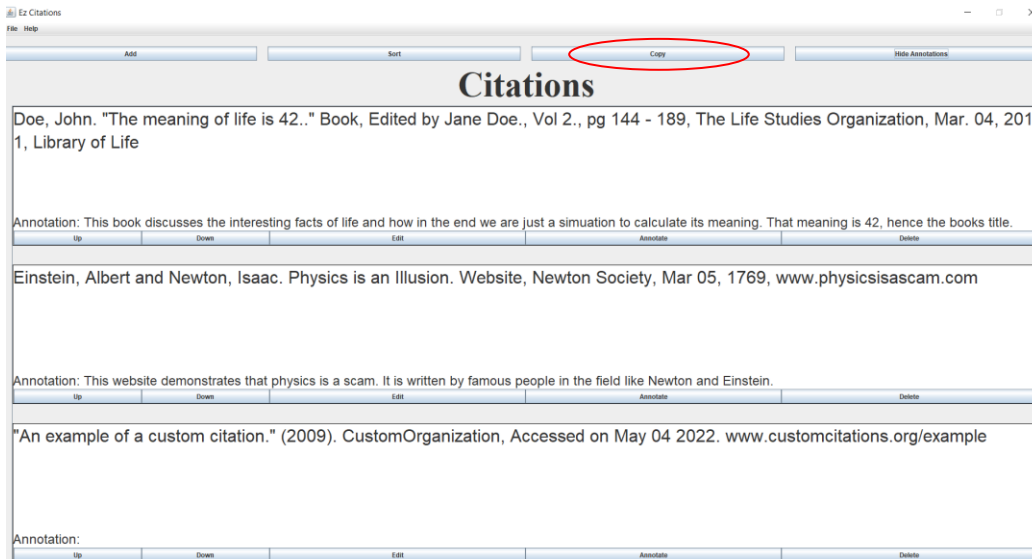
The copy button allows you to copy citations to your clipboard. If annotations are shown, they are also copied over. If not, then they are not copied over.

Saving and Loading Citation Files
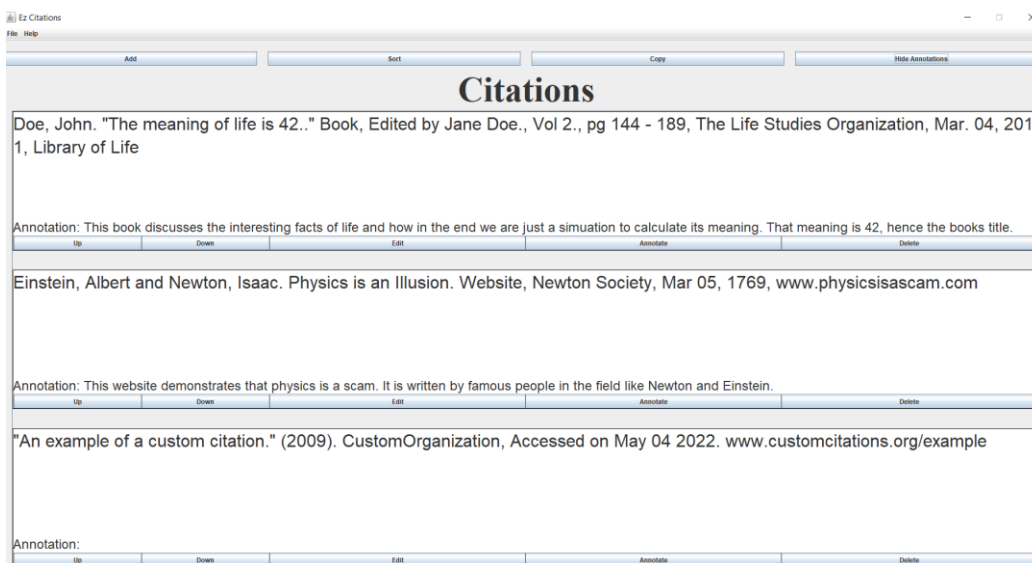
In the file tab, if you click on "save" or "save as," you can save your citations into a .cite file. You can then use the open button to open and load it back up.

Any questions? Email me at billjzhang@yahoo.com

My GitHub: https://github.com/JhaoZ