



# osf.io Cheatsheet

## Open Science Framework: osf.io

### 1. Project

Login of osf.io and choose the manuscript you are working on.

Title ^ v	Contributors	Modified ^ v
sample project	Park	2019-02-01 3:41 PM

### 2. Check Out & Download

Choose File > OSF Storage File Name > Check Out File > Download

sample project **Files** Wiki Analytics Registrations Contributors Add-ons Settings

Click on a storage provider or drag and drop to upload

[Download](#) [View](#) [Delete](#) [Check out file](#) [Rename](#) [Filter](#) [Info](#)

Name ^ v	Size	Version	Downlo...	Modified ^ v
sample project				
OSF Storage (United States)				
sample_document.docx	11.6 kB	1	0	2019-02-01 03:41 PM

### 3. Edit and Sign

Add initials to contributions and sign agreement.



**Short Name of Paper:** r21\_protocol\_impsci

**Date of Agreement:** 2018\_09\_18

**First Author:** Lindsey Zimmerman

**End date of agreement:** 2019\_09\_18

Make edits using track changes.

Sample Paper

By Stacey Park 3 minutes ago

Sample comment

"Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum."

### 4. Upload

Choose File > OSF Storage > Upload

(You can also "drag and drop" to add files.)

Note: OSF does automatic version control so no need to rename the file.

sample project **Files** Wiki Analytics Registrations Contributors Add-ons Settings

Click on a storage provider or drag and drop to upload

[Upload](#) [Create Folder](#) [Download as zip](#) [Filter](#) [Info](#)

Name ^ v	Size	Version	Downlo...	Modified ^ v
sample project				
OSF Storage (United States)				
sample_document.docx	11.6 kB	2	0	2019-02-01 04:20 PM

### 5. Check In

Choose File > OSF Storage > File name > Check In File

Note: Arrow symbol indicates file is checked out.

sample project **Files** Wiki Analytics Registrations Contributors Add-ons Settings

Click on a storage provider or drag and drop to upload

[Download](#) [View](#) [Check in file](#) [Filter](#) [Info](#)

Name ^ v	Size	Version	Downlo...	Modified ^ v
sample project				
OSF Storage (United States)				
sample_document.docx	11.6 kB	1	0	2019-02-01 03:41 PM

## Zotero Integration: zotero.org

### 1. Login

Login to zotero.org > Groups > TeamPSD > Group Library

Home My Library **Groups** People Documentation Forums

Home > Groups

# Zotero Groups

Search for Groups · Create a New Group

## TeamPSD

Group Library

Manage Profile · Manage Members · Manage Library

Members	26
Group Type	Private
Group Library	Only members can view and edit

### 2. Zotero to OSF

Add citations here to the appropriate manuscript folder in Zotero.

It will appear in the Citation Section in OSF.

Citation

APA [Customize](#)

Park, S. (2019, February 2). sample project. Retrieved from osf.io/nr8kv

MLA

Park, Stacey. "Sample Project." OSF, 2 Feb. 2019. Web.

Chicago

Park, Stacey. 2019. "Sample Project." OSF. February 2. osf.io/nr8kv.

Get more citations

Enter citation style (e.g. "APA")

## GitHub: github.com/lzim/teampsd

Note: This section is PUBLIC. DO NOT post any manuscripts drafts or authorship agreements here.

This section posts to and shows the TeamPSD GitHub repository in real time for reference and resources.

Manuscripts must NOT be public until official publication.

sample project **Files** Wiki Analytics Registrations Contributors Add-ons Settings

Warning: This OSF project is private, but the GitHub repo lzim / teampsd is public. The files in this GitHub repo can be viewed on GitHub [here](#).

Click on a storage provider or drag and drop to upload

[Filter](#) [Info](#)

Name ^ v	Size	Version	Downlo...	Modified ^ v
sample project				
GitHub: lzim/teampsd (master)				
ees_workgroup				
license.md	35.1 kB			
model_workgroup				
mtl_facilitate_workgroup				
pubs_workgroup				