

Zotero for Research: Insights into Managing Sources

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Class Discussion: Managing Sources

Break into small groups and talk amongst yourselves for five minutes; choose one person to report back to the larger group. Think about these questions:

- How do you manage your sources when you are doing research?
- Where do you look for sources?
- How do you save your sources?
- How do you remind yourself what each source is about and how you plan to use it?



Workshop Agenda

- Objectives
- Why are citation management tools useful?
- Introduction to Zotero
- Important Zotero vocabulary
- Tutorial
- In-class hands on activity with Zotero

Slides & handout available at <http://bit.ly/diti-spring2020-kim1>



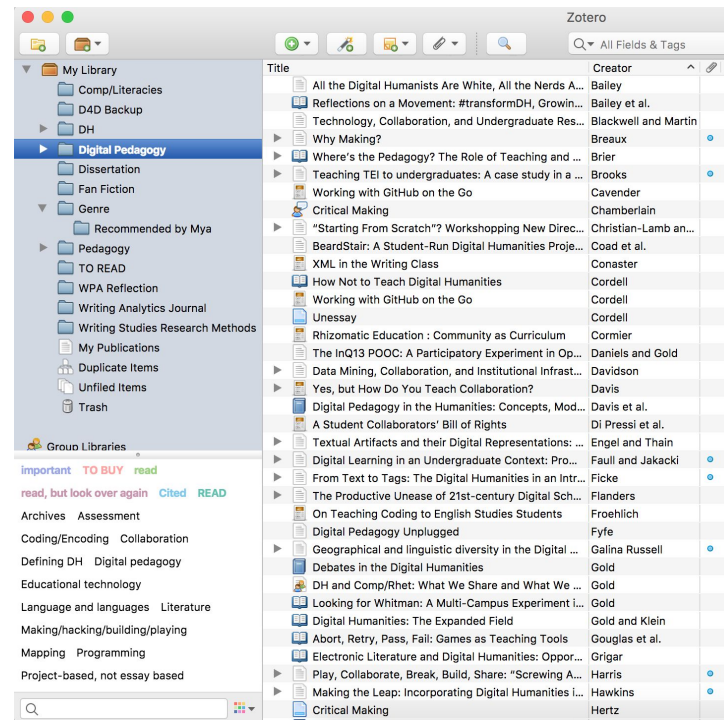
Workshop Objectives

- Understand how to use citation management software to organize research materials
- Understand Zotero's functions and features
- Define several important functions of Zotero and citation management, including libraries, ISBN, tags, and more.
- Input bibliographic information both manually and automatically into Zotero
- Transform a library into a Works Cited page



Why Use Citation Management Tools?

Citation management tools provide researchers with the ability to organize their primary and secondary sources, easily create citations and works cited pages for their research, and organize/maintain notes.



What is Zotero?

“Zotero is a free, open-source research tool that helps you collect, organize, and analyze research and share it in a variety of ways” (“About”, Zotero).

- Stores citation information on the cloud
- Finds bibliographic information for sources
- Provides flexible methods for organizing your bibliographies (libraries, tags, notes, etc)
- Stores PDFs (even annotated PDFs!) or links to the source
- Provides outputs of your citation information
- Connects to GoogleDrive, Chrome, Microsoft Word, and other

applications



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Feel free to ask questions at any point during the presentation!

Install Zotero

Create an Account

<https://www.zotero.org/>

****IMPORTANT:** Your Zotero libraries and info are stored in your Zotero *account* (not on your computer)



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Toolbar

The screenshot shows the Zotero application window. The interface is divided into several panes. On the left is the 'My Library' pane showing a hierarchical list of group and individual libraries. Below it is a list of keywords for tagging sources. The central pane displays a list of sources with columns for Title, Creator, and other metadata. The right pane shows the 'Info' tab for a selected source, displaying detailed metadata. Annotations with red arrows point to specific parts of the interface: 'Your individual and group libraries' points to the 'My Library' pane; 'Your chosen keywords to tag each source' points to the keyword list; 'Information about an individual source' points to the 'Info' tab; and 'Your list of sources in a particular library' points to the central list of sources.

My Library

- Group Libraries
 - D4D_Master_Bib
 - d4dworkinggroup
 - Design for Diversity Working Bibliogr...
 - Digital Humanities
 - Digital Humanities Fall 2014
 - Digital Humanities Pedagogy
 - EducationTechnology
 - Learning Spaces
 - TechnologyAndMotivation
 - Duplicate Items

Important TO BUY read

read, but look over again Cited READ

3D models 21st century Aca-fan

Academia Academic writing Access

Acid Phosphatase action research

activity theory Admissions policies

Adolescent girls adult learners

Affect and Emotion African continent

Aldehydes Algorithmic bias

Alkaline Phosphatase Amines Amino Acids

Animals Anonymization Anura Apnea

Applications AR Archival science

Archives Asian American communities

Asphyxia

Assassinations and Attempted Assassinations

Assessment Au: African American Studies

Au: Anthropology Au: Archaeology

Title

- The (De-)Universalization of the United States: Ins...
- Naming what we know: threshold concepts of writi...
- Indigenous knowledge and the politics of classifica...
- Toward a Critical Technical Practice
- Another Word for 'Illegal Alien' at the Library of Co...
- Quantitative Formalism: an Experiment
- Machine Reading the Primeros Libros
- How learning works: seven research-based princ...
- Prosumer approaches to new media composition: ...
- Indigenous Knowledge, Intellectual Property, Librar...
- ProPublica Responds to Company's Critique of Ma...
- Rhetoric in American anthropology: gender, genr...
- Social Knowledge Creation: Three Annotated Biblio...
- The writing's on the board: The global and the lo...
- Approaches To Learning Genres: A Bibliographic...
- Awareness Versus Production: Probing Students'...
- Rhetorical genre studies and beyond
- Genre Studies around the Globe: Beyond the Thr...
- Introduction
- First-year university writing: a corpus-based study ...
- First-year university writing: a corpus-based st...
- HOWTO design a code of conduct for your commu...
- Researching the writing center: towards an evi...
- Hypertext Theory: Rethinking and Reformulating W...
- Combining natural language processing and networ...
- Disrespect des Fonds: Rethinking Arrangement and...
- All the Digital Humanists Are White, All the Nerds A...
- #transform(ing)DH Writing and Research: An Autoe...
- #transform(ing)DH Writing and Research: An Autoe...
- Reflections on a Movement: #transformDH, Growin...
- The problem of speech genres
- The Problem of Speech Genres
- Ki te Tika te Hanga, Ka Pakari te Kete: With the Rig...
- Feminist HCI: taking stock and outlining an agenda ...
- QueerOS: A User's Manual
- The Genre Effect: Exploring the Unfamiliar

Creator

- Adler
- Adler-Kassner and...
- Agrawal
- Agre
- Aguilera
- Allison et al.
- Alpert-Abrams
- Ambrose
- Anderson
- Anderson
- Angwin and Larson
- Applegarth
- Arbuckle et al.
- Artemeva and Fox
- Artemeva
- Artemeva and Fox
- Artemeva and Free...
- Artemeva and Free...
- Ashley et al.
- Aull
- Aurora
- Babcock and Thon...
- Baehr and Lang
- Bail
- Bailey
- Bailey
- Bailey
- Bailey
- Bakhtin
- Bakhtin et al.
- Bardenheier et al.
- Bardzell
- Barnett et al.
- Bastian

Info **Notes** **Tags** **Related**

Item Type Book

Title Naming what we know: threshold concepts of writing studies

Editor Adler-Kassner, Linda

Editor Wardle, Elizabeth A.

(...) Abstract "Naming what we know examines the core principles of kno..."

Series

Series Number

Volume

of Volumes

Edition Classroom edition

Place Logan

Publisher Utah State University Press

Date 2015

of Pages

Language

ISBN 978-1-60732-577-2

Short Title Naming what we know

URL

Accessed

Archive

Loc. in Archive

Library Catalog Library of Congress ISBN

Call Number PE1405.U6 N36 2015

Rights

Extra

Date Added 11/17/2017, 5:43:48 PM

Modified 11/17/2017, 5:43:48 PM

Zotero Vocabulary

Knowing the vocabulary of a particular tool makes looking up documentation significantly easier.

- **Library:** the folders that store your citation lists
- **My library:** your individual libraries that can only be edited on your account
- **Group libraries:** collaborative libraries
- **Info:** the bibliographic information about a particular source
- **Notes:** your own notes taken about a source
- **Tags:** keywords chosen to organize and arrange sources



Before we use Zotero:

Zotero is most useful when you are collecting sources. So, let's talk about finding appropriate sources.

What are **databases**, **journals**, and **peer-reviewed articles**?

- Northeastern Library: <https://library.northeastern.edu/>
- Subject Guides: <https://subjectguides.lib.neu.edu/>
- Northeastern's Databases:
<https://library.northeastern.edu/research/resources/a-to-z-index>

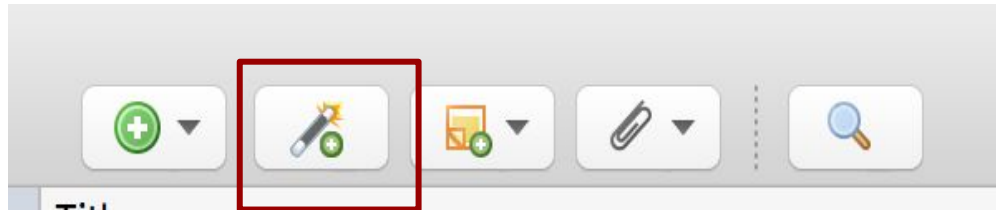
Choose a database and search for an article related to your research.



Practice Using Zotero

In your Zotero dashboard, create a folder titled “Class Tutorial” (you can delete this later). Look for the DOI number (unique identifier for scholarly articles, ex: 10.2307/358774) or ISBN number (unique identifier for books, ex: 978-0801497643) for the article that you found online

Click the “Add Items by Identifier(s)” and paste in the DOI or ISBN number



Zotero's Bibliographic Metadata

Search ISBN 978-0801497643

Title	Creator	Date Added
> Why Iran should get the bomb: Nuclear balancing would mean stability	Waltz	2/8/2018, 4:...
> Deterrence and Coercive Diplomacy: The Contributions of Alexander Geor...	Levy	2/8/2018, 4:...
> Gendering Power Transition Theory	Sjoberg	2/8/2018, 4:...
> Democratization and war	Mansfield and Sny...	2/8/2018, 4:...
> Rationalist Explanations for War	Fearon	2/8/2018, 4:...
> Conceptual models and the Cuban missile crisis	Allison	2/8/2018, 4:...
> A view from the top: International politics, norms and the worldwide grow...	Reimann	2/8/2018, 4:...
> Political Community and the North Atlantic Area	Deutsch	2/8/2018, 4:...
> Refocusing the IMF	Feldstein	2/8/2018, 4:...
> The utopian nightmare	Easterly	2/8/2018, 4:...
> Emerging multipolarity: why should we care?	Posen	2/8/2018, 4:...
> The new history of World War I and what it means for international relatio...	Lieber	2/8/2018, 4:...
> One world, rival theories	Snyder	2/8/2018, 4:...
> The Melian Dialogue	Thucydides	2/8/2018, 4:...
> International regimes	Krasner	2/8/2018, 3:...
> After hegemony: cooperation and discord in the world political economy	Keohane	2/8/2018, 3:...
> Theories and empirical studies of international institutions	Martin and Simmo...	2/8/2018, 3:...
> Taking preferences seriously: A liberal theory of international politics	Moravcsik	2/8/2018, 3:...
> Cooperation under the Security Dilemma	Jervis	2/8/2018, 3:...
> The politics, power, and pathologies of international organizations	Barnett and Finne...	2/8/2018, 3:...
> Soft Power: The Means To Success In World Politics	Nye	1/25/2018, 4:...
> Myths of Empire: Domestic Politics and International Ambition	Snyder	1/25/2018, 4:...
> State Power and the Structure of International Trade	Krasner	1/25/2018, 4:...
> War and Change in World Politics	Gilpin	1/25/2018, 4:...
> The origins of alliances	Walt	1/17/2018, 1:...
> Theory of international politics	Waltz	1/17/2018, 1:...
> Power Analysis and World Politics: New Trends versus Old Tendencies	Baldwin	1/13/2018, 3:...
> Neoclassical Realism and Theories of Foreign Policy	Rose	1/13/2018, 3:...
> Man, the state, and war : a theoretical analysis	Waltz	1/13/2018, 3:...
> A Critique of Morgenthau's Principles of Political Realism	Tickner	1/13/2018, 3:...
> Politics among nations : the struggle for power and peace	Morgenthau	1/13/2018, 1:...
> Why Do States Build Nuclear Weapons?: Three Models in Search of a Bomb	Sagan	11/28/2017, ...
> Stigmatizing the Bomb: Origins of the Nuclear Taboo	Tannenwald	11/27/2017, ...

Info Notes Tags Related

Item Type Book

Title Myths of Empire: Domestic Politics and International Ambition

Author Snyder, Jack

(...) Abstract Overextension is the common pitfall of e...

Series

Series Number

Volume

of Volumes

Edition 50579th edition

Place Ithaca

Publisher Cornell University Press

Date March 28, 1993

of Pages 344

Language English

ISBN 978-0-8014-9764-3

Short Title Myths of Empire

URL

Accessed

Archive

Loc. in Archive

Library Catalog Amazon

Call Number

Rights

Extra

Date Added 1/25/2018, 4:05:45 PM

Modified 1/25/2018, 4:07:18 PM

Info: bibliographic info

Notes: your notes (also sometimes notes/tags are included when you enter ISBN/DOIs)

Tags: keywords (also sometimes keywords are included when you use ISBN or DOIs)



Inputting Information Manually

1. Select the “New Item” button and select the type of source that you have
2. Enter as much of the bibliographic information as you can
3. Use the “Notes” field to keep track of important information (we will talk about this more in a second)
4. Use the “Tags” to create keywords. Do not overload yourself with keywords. They should be chosen with purpose to help find similar content and organize your sources, not overwhelm you



Demonstration: Inputting Manually

In your “Class Tutorial” folder, open up the readings sent over via email (Adcock & Collier, 2001; Lazer & Radford, 2017). We will:

- Figure out the correct citation information
- Determine the type of source
- Fill out the information from there
- Attach the PDF by dragging and dropping the file onto the related source



Drag and Drop PDFs for Bibliographic Data

If you already have a PDF of an article downloaded, you can **drag** and **drop** the PDF to Zotero and it will automatically fill in all the information for that document.

The PDF, however, needs to have metadata attached to it; not every PDF will, but most of the ones you get from library databases should.



Exporting your Bibliography

1. As a bibliography saved directly into your clipboard
 - a. Right-click your library
 - b. Click “Create bibliography from collection”
 - c. Choose your citation format
 - d. Paste the bibliography into your works cited or references page
2. As a CSV file (which can be opened on Excel)
3. As an export to other Citation Management tool formats (EndNotes, for example)



Zotero Web Browser Extension

If you use Chrome or Firefox, there is a **Zotero extension** that you can download onto your browser and connect to your Zotero account. When you're researching articles, you can easily save your bibliographic information by clicking on the "Zotero" button on your toolbar (just make sure it's being saved to the correct library!). It will also save the HTML link or the PDF.

Always double check that the citation information is correct in your Zotero library (some websites do not provide proper metadata)



Zotero on Google Docs and Word

Your Zotero can now be connected to your Google Drive account or Microsoft Word. While you are writing a paper, you can use the Zotero plugin to create your bibliography for you!

****Always double-check that all the bibliographic information is correct and follows the proper citation format****



Your Turn!

As a group, work in your “Class Tutorial” folder to use Zotero’s features and/or manually input information for:

- Any *New York Times* article
- The two readings provided via email (Adcock & Collier, 2001; Lazer & Radford, 2017)
- Singleton, Royce A., and Bruce C. Straits. *Approaches to Social Research*. Oxford University Press, 2017.

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Class Discussion

- First of all, any general questions?
- What did you find easy or challenging about using Zotero?
- How might you use Zotero in the future outside of this class?



Thank you!

If you have any questions, contact us at:

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Slides & handout available at <http://bit.ly/diti-spring2020-kim1>

Schedule an appointment with us! <https://calendly.com/diti-nu>

