

Exercise 1

Installing Zotero

- Video – youtube.com/watch?v=CnHq_FLA97M
- Register as a user – zotero.org
- Join public group – zotero.org/groups/FLKE.01.267
- Install Zotero Standalone – zotero.org/download
- In Zotero > Edit > Preferences > Sync [tab] enter your username and password. Synchronize your libraries
- In a while you will see FLKE.01.267 in your Group Libraries
- If your discipline is not presented, create a new collection with appropriate name.

Done!

Exercise 2



Adding references to Zotero

- Video – youtube.com/watch?v=PRQqhX2b28E
- Select “My Library” in Zotero
- Go to Google Scholar – scholar.google.com
- Enter your supervisors name and search for his/her articles
- Refine your search by keyword and date
- Add the articles to Zotero, which will be imported to “My Library”
- Drag&drop the articles to the FLKE.01.267 group library into an appropriate collection.

Done!

Exercise 3

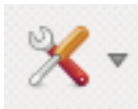
Inserting citations into a document

- Video – youtube.com/watch?v=CL934ZZS0Sg
- Download elsevier-with-titles.csl from zotero.org/styles
- In Zotero > Edit > Preferences > Cite [tab] install add-in for you word processor (Word or LibreOffice)
- In Zotero > Edit > Preferences > Cite [tab] > Styles [tab] add the downloaded elsevier-with-titles.csl by pressing on the + button
- Open “Ivanistsev_11Nov2016_Zotero-workshop_exercise.docx”
- After each comment insert a citation using the given Name and the Year by clicking on the icon  in tab add-ons on the ribbon
- At first time Zotero will ask about the style – select the Elsevier
- Under “References” generate the list of citations by clicking on 

Done!

Exercise 4 (advanced)

Extracting annotations from pdf-s

- Video – youtube.com/watch?v=DPM4ST_3tPI
- Download ZotFile plug-in from addons.mozilla.org/en-US/firefox/addon/zotfile
- In Zotero > Edit > Preferences > Search [tab] click on a button to enable PDF indexing
- In Zotero > Edit > Preferences > Advanced [tab] > Files and Folders [tab] click on the button “show data directory”
- In the opened window select the folder “storage” and press ctrl+c
- In Zotero > Tools > add-ons click on  and choose install add-on from file, choose zotfile.xpi
- In Zotero > Tools > add-ons change preferences of the ZotFile plug-in, set a custom Source Folder by pressing ctrl+v, i.e. pointing to the Zotero “storage” folder

Exercise 4 (continued)

- ♦ For several pdf-s in your collection read the text and highlight some of it. As Adobe reader not always works, try using PDF Xchange viewer or Foxit Reader for this task
- ♦ Save changes to the edited pdf-s
- ♦ In Zotero select the corresponding references and in right click menu select Manage Attachments > Extract Annotations
- ♦ In Zotero select the corresponding notes and in right click menu select Generate Report from Items ... Save the report as text and use your favorite word processor to edit it.
- ♦ Consider cleaning your report at jasonpriem.org/projects/report_cleaner.php

Done!

Exercise 5

Creating a public scientific profile

- Video – youtube.com/watch?v=aTt7C_gkPd4
- Create a Research Gate account at researchgate.net
- In Zotero from right click menu export selected articles as RIS
- In Research Gate (or ETIS) import the RIS file

Done!

Thank you for your effort!