

Becoming a Zotero Power User

June 8 2022

Schedule Overview

****Recording Policy****

7:05 EST: How do you organize items in Zotero?

7:10 EST: Share as group

7:20 EST: Saving and Organizing our literature

8:00 EST: Reflect in small groups

8:10 EST: Share out and next week's prep

How do you organize literature in Zotero?

Jamboard link: https://jamboard.google.com/d/16QlgGhoJI5AWKKkZ38_p0KNuq-Tej3WlcBKxOjFf9Xc/edit?usp=sharing

Saving and Organizing Literature in Zotero

A Simple (ha) Process*

**Define topic/area of
interest**

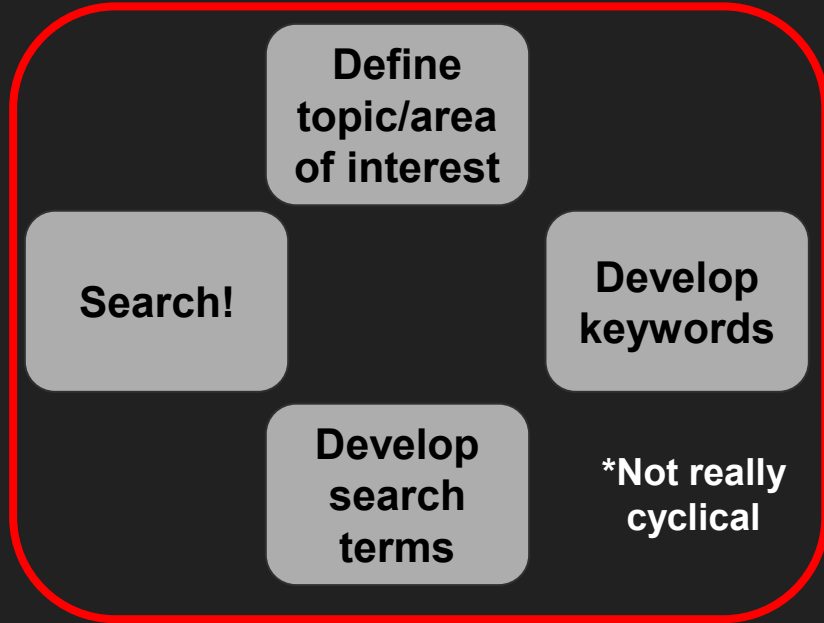
Search!

Develop keywords

**Develop search
terms**

***Not really cyclical**

A Process



Last Week



Today

Saving Methods

Pull up the articles that you found

1. Download one as a PDF
2. Using the Zotero

Saving Location/Moving items

Double Checking and editing Metadata

Ensuring that the information is correct

What to do with preprints

Deduping

Deduping function

Special formats—maps, etc

Do it yourself

Tagging

Annotating

Do it yourself

No to annotating

Other items

Zotero preferences

Zotero online—same sort of functionality

Zotero Groups—need to create online and then they pop up

Retrospective Project

Crafting a retrospective project

Brainstorm idea—will talk about more next week

Alternative saving system

For next meeting...

- 6/13: Open office hours
- 6/15: Thinking through and articulating your workflows (and other odds and ends)

For next week

- Diversity in reading lists (Cockanye article)
- How does this inform a literature review?
- Creating workflows
- Crafting a retrospective project
- Creating a maintenance schedule