



Zotero Workshop
Joan Carey, Zachary Grant
Cannell Library
April 17, 2009

Overview:

Citation Managers help researchers collect, organize, share, and format citations. As you search for sources, citation managers make the process of writing a research paper easier by creating a single place where potential sources can be stored, notes can be taken, bibliographies created, and sources shared. They can be incredibly useful tools for people who do a lot of research.

Zotero is a citation manager that runs inside the Firefox browser. Zotero allows users to click a button to save the citation information for many sources and manually type them in for others. Zotero also works with the library's link resolver to find full-text versions of articles. To use Zotero, you must have Firefox loaded and running. Firefox is free and downloadable from the web (<http://www.mozilla.com/en-US/firefox/>).

Tutorial: http://www.zotero.org/support/screencast_tutorials/zotero_tour

Setting up Zotero on your computer:

Instructions for setting up Zotero are available from their web site: <http://www.zotero.org/>. You may download to one primary use computer or by downloading the [Portable Firefox](http://portableapps.com/apps/internet/firefox_portable) (http://portableapps.com/apps/internet/firefox_portable) browser to your flash drive and adding Zotero. The library can copy the portable version onto your flash drive if you'd like before we end this session. Zotero's website has excellent help as you are getting started.

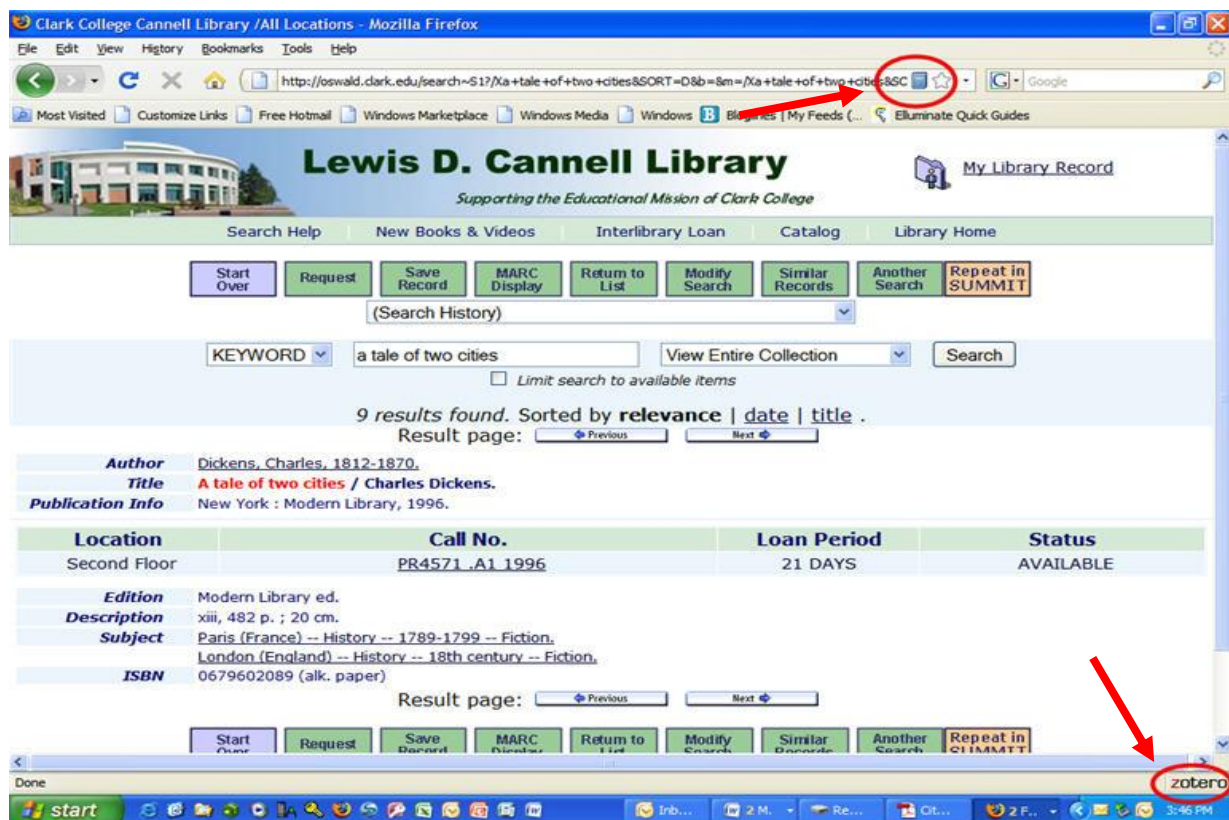
Getting Started:

- Open Firefox on your computer. Notice the Zotero button on the bottom right hand corner.
- Click the Zotero button  to open Zotero. Click again to make it disappear.

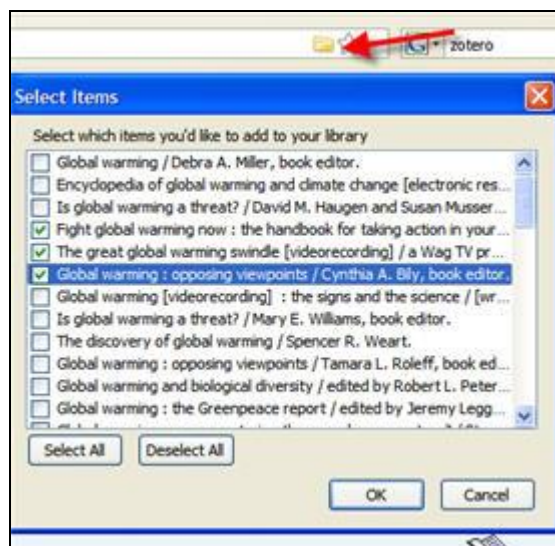
Using Zotero to collect sources:

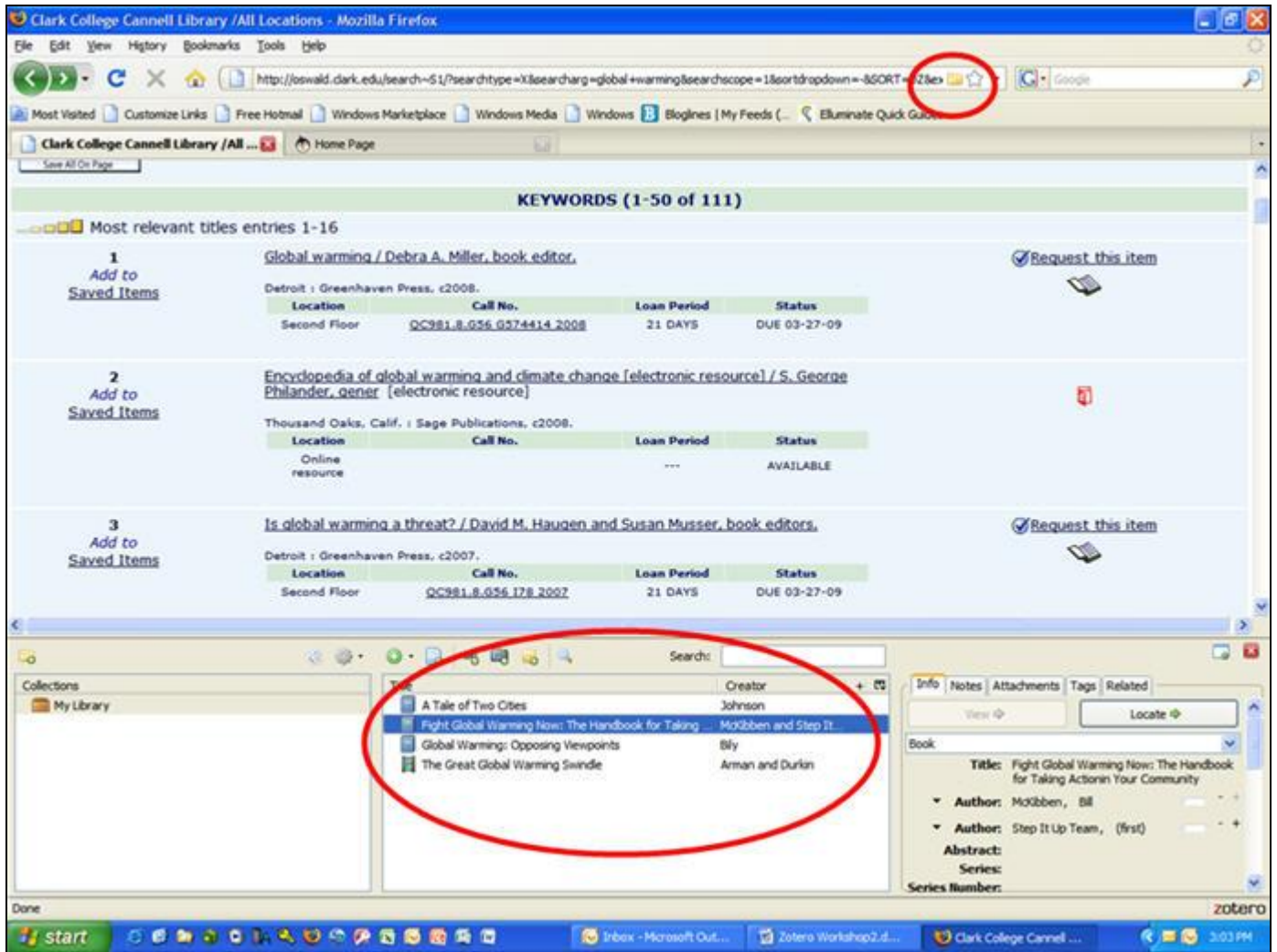
Books:

- Search the Cannell Library Book Catalog for the book: "A Tale of Two Cities." Click the title to enter the main record. Your screen will look like:



- Click the Blue Book Icon on the end of the address line. This will save your citation to your Zotero collection.
- Open Zotero by clicking on the bottom right link.
- Notice that Zotero has added your book.
- Do another keyword search on “global warming”. You will see a list of many books. In the address line, note the yellow folder instead of a blue book. Click on the yellow folder to open a list of books. Choose some to add to your Zotero collection. Click on Ok. Open Zotero (if you had closed it) and see that your books are added.





Now, see that you some books (and a movie) in your center box on Zotero. By highlighting any one, you will see the Citation Information in the right hand box.

- Right Click on My Library folder on the left. Create a new collection titled: Global Warming. Drag the three Global Warming items into that folder.




- My Library will always hold your entire library collection. You create sub folders to organize your research.

Adding Articles:

- Return to the library home page. Click on Articles & Newspapers. Open up EBSCO Academic Search Premier database.
- Do a search for *global warming and pacific northwest*
- Click and bring up the full-text of the article: *Tree Deaths Soar in Western USA*
- Click on the “white paper” in the address line to add this to your resources
- Note: you may also add from a list of articles (like with the list of books) by clicking on the yellow folder without pulling up any single article. If you do this, choose the articles you want to add by clicking in the box beside each article.

The screenshot shows a Mozilla Firefox browser window displaying the EBSCO Academic Search Premier interface. The search results for "Tree deaths soar in western USA" are shown, including the title, author (Dan Vergano), and publication (USA Today). The interface includes search filters, a "Citation" button, and a "HTML Full Text" button. A red circle highlights the address bar, which contains the URL: <http://0-web.ebscohost.com.oswald.dark.edu/ehost/detail?vid=48&hid=108&aid=e8ba7b12-c127-4573-a65e-e45833d2e623%0A>. The Zotero interface is visible at the bottom, showing a list of items and a sidebar with "My Library" and "Global Warming" collections.

Adding items Zotero doesn't recognize:

- Go to <http://www.nrdc.org/globalwarming/>
- The white star on the address line is not related to Zotero. Zotero does not recognize this web page. (Zotero will recognize some websites).
- Click on the create new item  icon above your list of resources and this page will be added. (see below). Snapshot will also be automatically added. You can highlight snapshots of web pages and add sticky notes. Click on the + beside any item to see the “snapshot”.

The screenshot shows a web browser window displaying the NRDC website. The URL is <http://www.nrdc.org/globalwarming/>. The website features a search bar and a navigation menu with categories like ABOUT US, NEWS, ISSUES, POLICY, GREEN LIVING, GREEN BUSINESS, MULTIMEDIA, BLOGS, DONATE, and TAKE ACTION. Below the navigation menu, there is a section for 'ISSUES: GLOBAL WARMING' with a list of popular tags and a search bar. A red arrow points to a red box in the browser's address bar, which contains a star icon. Below the browser window, a Zotero library window is open, showing a list of items. The item 'NRDC: Global Warming' is highlighted. A red box highlights the 'Notes' tab in the Zotero window.

Adding Notes:

Notes can be added in a number of ways.


- Highlight any other source. Then click the notes tab and add a note.
- Or use the Stand-alone note tab on top of your Zotero window.
- Highlight snapshots of web pages and add sticky notes. Click on the + beside any item to see the “snapshot”.

The screenshot shows the Zotero library window with the 'Notes' tab selected. The 'Notes' tab is circled in red. The library list shows the following items:

Title	Creator	
A Tale of Two Cities	Johnson	
Climate Change U.S. EPA	US EPA	1
Fight Global Warming Now: The Handbook for Taking ...	McKibben and Step It...	1
Global Warming: Opposing Viewpoints	Bily	
NRDC: Global Warming		
The Great Global Warming Swindle	Arman and Durkin	
Tree deaths soar in western USA	Dan Vergano	1

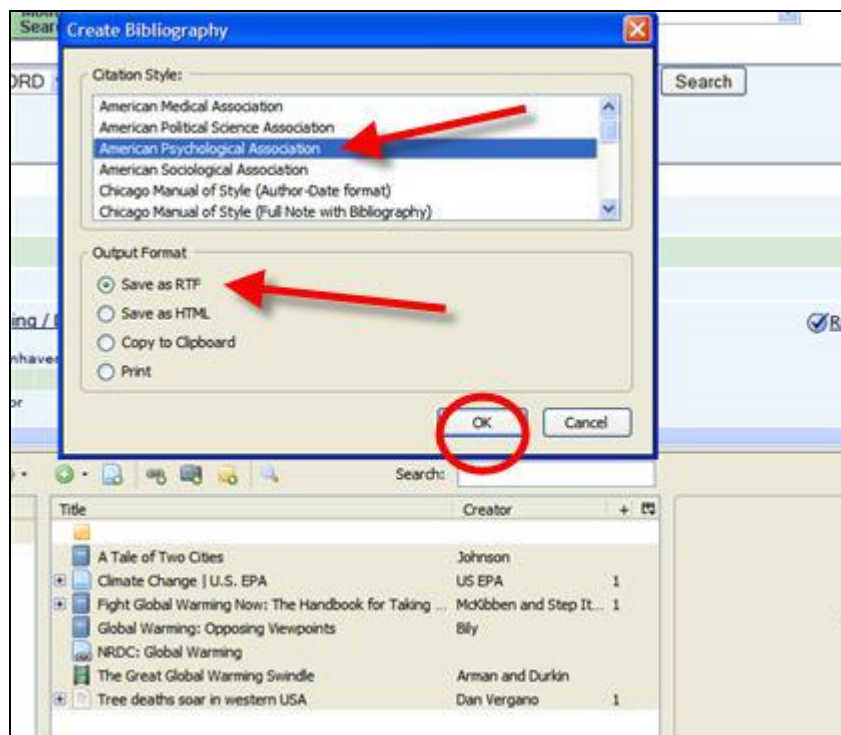
The 'Notes' tab is selected, and the 'Book' section is visible. The 'Title' field contains 'Fight Global Warming Now: The Handbook for Taking Action in Your Community'. The 'Author' field contains 'McKibben, Bill' and 'Step It Up Team, (first)'. The 'Abstract' and 'Series' fields are also visible.

One more cool thing:

- **Highlight the article** “Tree deaths soar in the western USA”. Click on View in the right hand box. Zotero will pull up the full text of this article (if we own at Cannell). At home you will be prompted for your Name and ID#.
- Under preferences  in Zotero, add this link where it asks for a resolver: <http://hb6wk5hg7c.search.serialssolutions.com>

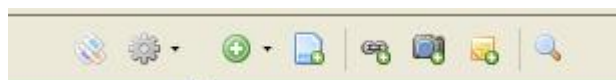
Creating a Bibliography from Zotero (another cool thing).



- Use Ctrl-Click to select whatever items you want to include in your bibliography.
- Right Click and choose “Create Bibliography from selected items”
- Choose the appropriate citation style
- Save as RTF or HTML or copy to the clipboard; then click ok.
- Name your file and save it to wherever you’d like (Try the desktop for today).



- Zotero, like other citation managers, gets close to proper formatting, but you should always double check and adjust your bibliography as needed.

A couple of other items:



Use this toolbar to add items manually add items  or to save preferences or find documentation  Zotero has great help from their website <http://www.zotero.org/support> Add a plug-in to Word to help with your in-text citations. See Zotero features on website.