

## Working with Zotero:


### Setting Up Your Zotero Account:

Open Firefox and go to Zotero's website: <http://www.zotero.org/>. Select the "Register" link to create your Zotero Account.

### Sync Your Library:

Syncing your library enables you to access your research library on multiple computers. Syncing is especially important when using a public computer, such as the computers in Reed Library.

To sync your library:


- Click on the word Zotero in the lower right corner of your Firefox Browser to access your browser's Zotero interface
- Click on the gear shaped icon  and select "Preferences"
- Type in your Zotero username and password and make sure the sync automatically box is check marked

### Adding Citations to your Library:

Try adding the following types of materials to your library:

- A journal article from a library database: <http://www.fredonia.edu/library/>
- A book citation from Reed Library's catalog or WorldCat: <http://www.fredonia.edu/library/>
- A video from YouTube EDU: <http://www.youtube.com/education>
- A photo from Flickr's The Commons: <http://www.flickr.com/commons>
- A book citation from Google Books: <http://books.google.com/books>
- An article from a news site: CNN, NPR, MSNBC etc... (you will probably need to use the "create new citation from current page" feature)

### Create a Collection:

Try organizing your materials into a collection by clicking on the folder icon  in your browser's Zotero interface. Once you create your folder, simply drag and drop items you would like to organize, or use Ctrl A to drag and drop all items.

## Generate a Bibliography:

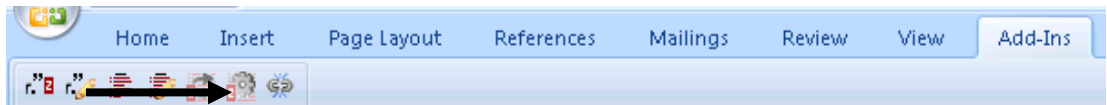
Try generating a bibliography:

- Highlight the folder containing your articles and right click your mouse to select the “Create a Bibliography from Collection” (Note: you can also do this with individual items.)
- Now select your preferred citation style and output format (Note: selecting the “rtf” format will save it as a Word document)
- Save your document to your computer. Now you can open and view the file to make edits.

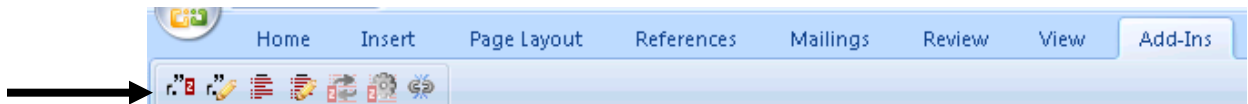
## Cite Parenthetically:

Try citing parenthetically:

- Open a blank Word Document and type a small amount of text.
- Select you style preference by clicking the “Add Ins” tab and selecting the gear icon shown below:



- Next, add your citation by clicking the icon show below:



## Join (or Create) a Zotero Group:

To join the Fredonia Faculty Group that has been set up to experiment with Zotero’s collaborative functionality:

- Visit the Zotero website and select the “Groups” Tab
- Search for: Fredonia Faculty
- Select the “Join Group” Option