

Introduction to Mendeley



Learning outcomes

- Web and desktop versions of
 Mendeley (introduction + video)
- 2. Create an account
- 3. Install necessary plugins
- 4. Create your own library
- 5. Produce citing and referencing

Duration: 1h 30 min



Magic







What is Mendeley?

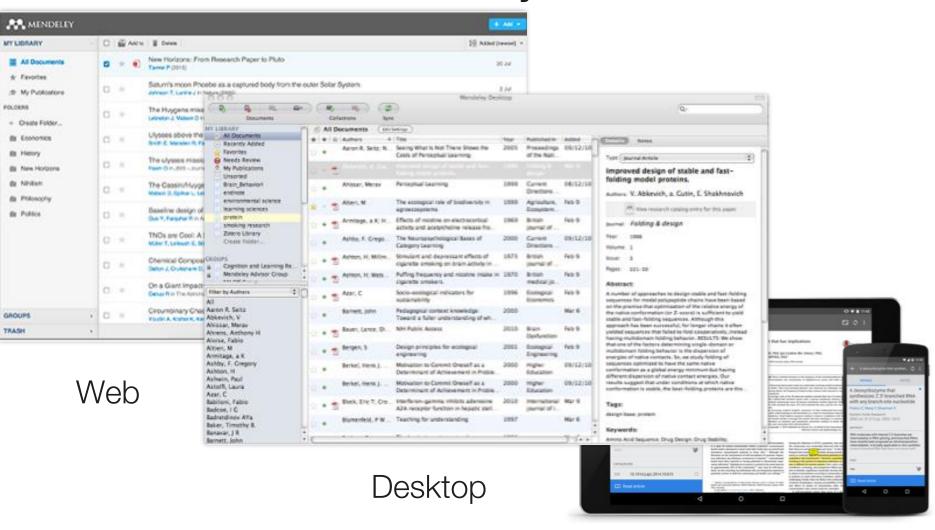
Mendeley is a reference manager that can help you organize your research and discover the latest research.

Use Mendeley to:

- Automatically generate bibliographies
- Collaborate easily with other researchers creating Private groups
- Easily import papers from browsers
- Find relevant papers based on what you are reading
- Access your papers from anywhere online

Versions of Mendeley

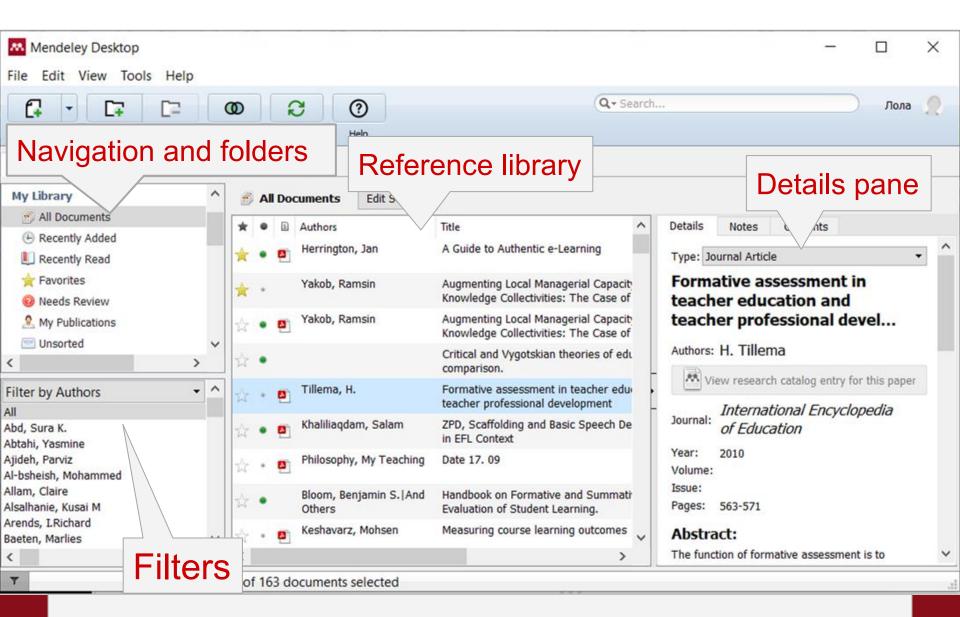




Mobile



Mendeley Desktop layout



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Activity

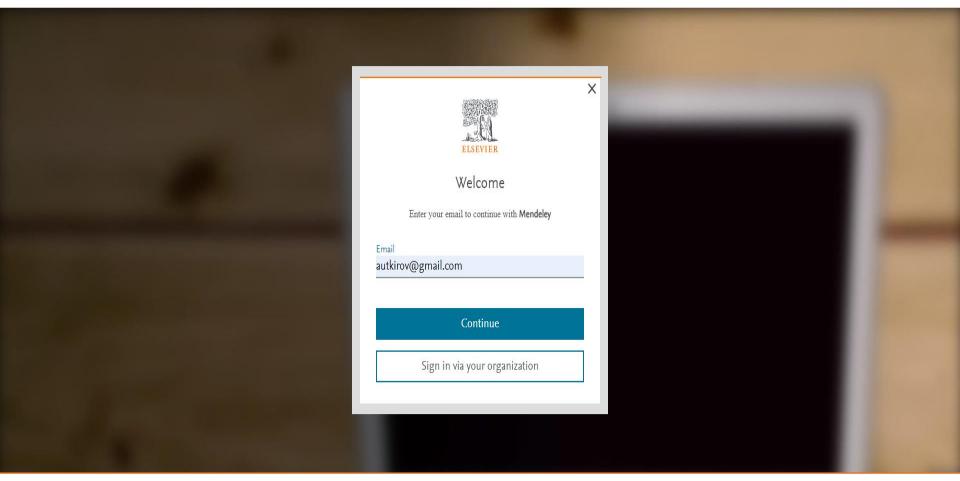
- 1. Create an account in mendeley.com
- 2. Install "Web importer" plug in
- 3.Install "MS Word" plug in Wait for further tutor's instructions!
- 4. Add sources to Mendeley Desktop
- 5. Choose the referencing style
- 6. Cite and generate reference list

Creating an account in Mendeley













About Elsevier



1. Create an account in Mendeley. For that:

- 1. Go to mendeley.com
- 2. Find the button "Create a free account" or "Create account" in the top right-hand corner
- **3.** Provide your Email and password and complete the registration process (skip the link to sign in via your institution). Do not forget to set a good and safe password.
- **4.** On the next page, select your Field of Study and Academic Status.
- 5. Click on Register button



Steps to install the Mendeley Desktop:

- 1. Visit https://www.mendeley.com/download-desktop-new/
- 2. Click on "Download Mendeley Desktop for Windows" or "Mac OS" button.
- 3. Open the downloaded software and complete the installation process by clicking on "Install", "Next" and "Agree" buttons.
- 4. Please find the Mendeley Desktop icon on your computer desktops.



Current Downloads

We recommend using the current stable release of Mendeley Desktop.

Current Stable Release Current Preview Release

Mendeley Desktop 1.19.8 Installers

View the release notes for this version. Please note that older versions of Mendeley Desktop may no longer be supported.

Recommended for your system:

Mendeley Desktop 1.19.8 for Windows

Other platforms:

Mendeley Desktop 1.19.8 for Mac OS X

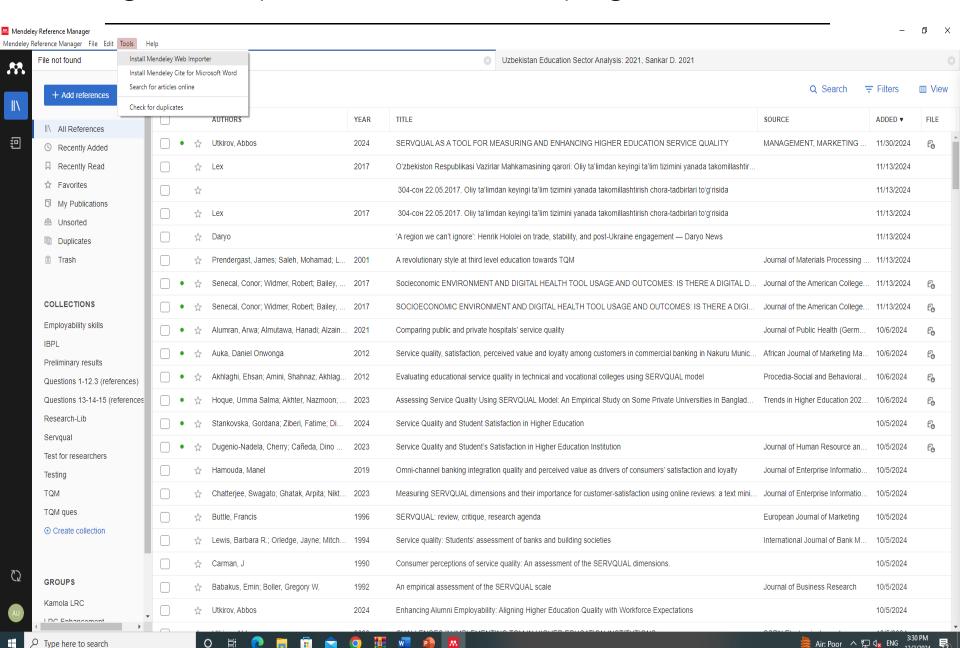
Mendeley Desktop 1.19.8 for Ubuntu (32-bit)

Mendeley Desktop 1.19.8 for Ubuntu (64-bit)

Mendeley Desktop 1.19.8 for Linux (32-bit)

Installing Web Importer and MS Word plug ins

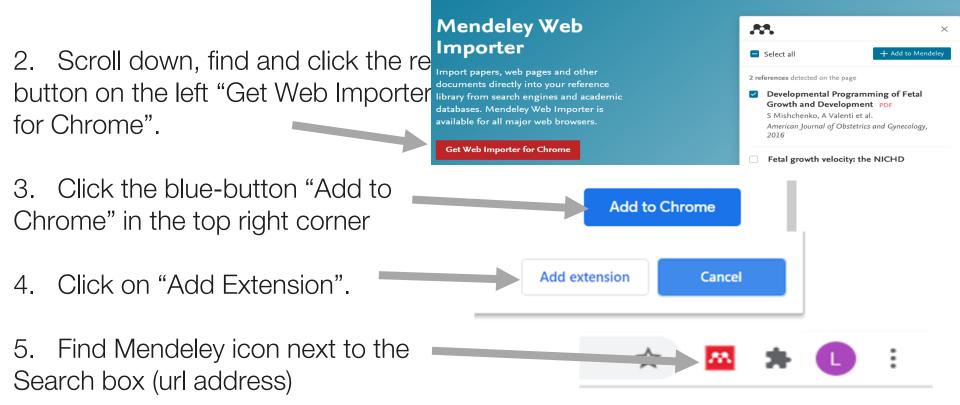






2. Install "Web Importer plug in". For that:

1. Open a new tab In Google browser, search and choose "Web Importer Mendeley" or go through this link https://www.mendeley.com/reference-management/web-importer



3. Install MS Word plug in. For that:



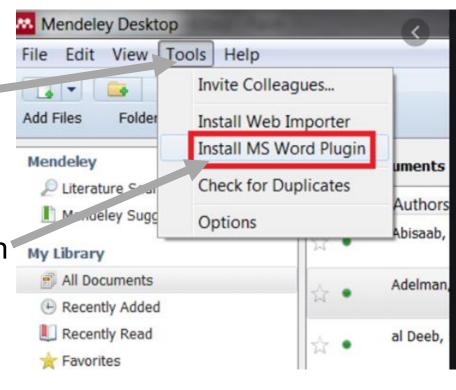
1. Open Mendeley Desktop, which is located on your computer desktop

2. Sign in with your created account (for the online version of

Mendeley)

3. Click on Tools

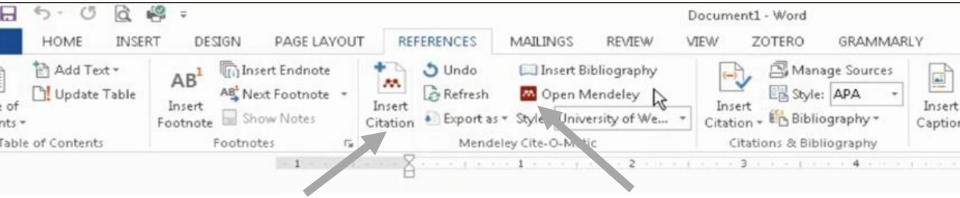
4. Select Install MS Word plug in





3. Install MS Word plug in. For that:

- 5. Create a new Word document
- 6. Go to References in the Menu bar

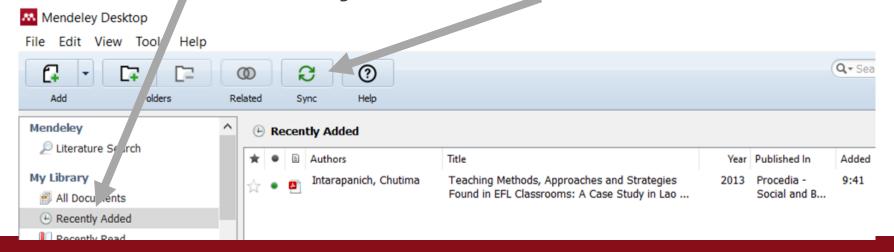


7. If there are Insert Citation and Open Mendeley icons it means your Mendeley is connected with MS Word.

4. Add sources to Mendeley (Demonstration) A MENDELEY

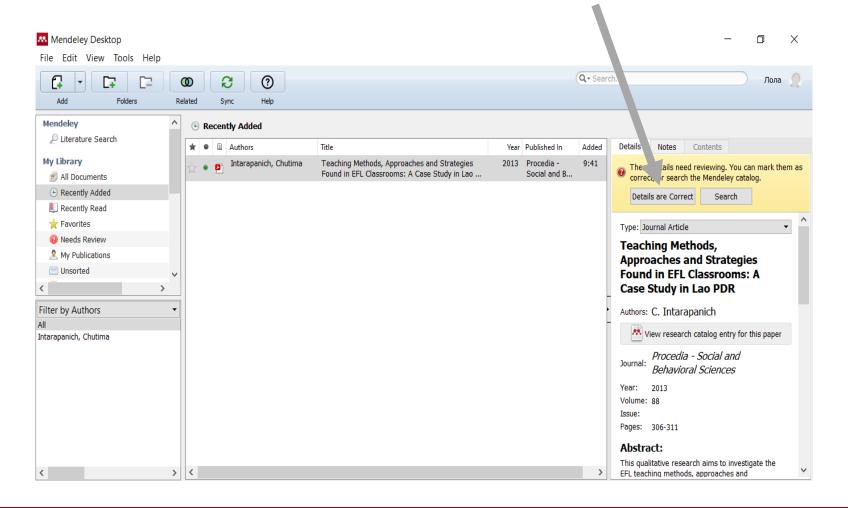


- 1. Search for any article in Google Chrome and open it. Ex: Teaching and learning strategies
- 2. Click on the pinned Mendeley Web Importer extension on your search box.
- 3. In the pop-up window of Web Importer sign in by providing your email and password, then select one of the relevant sources by putting a tick.
- 4. Click on Add button.
- 5. Go to Mendeley Desktop, in the left side bar enter **Recently** Added and click on Synch button



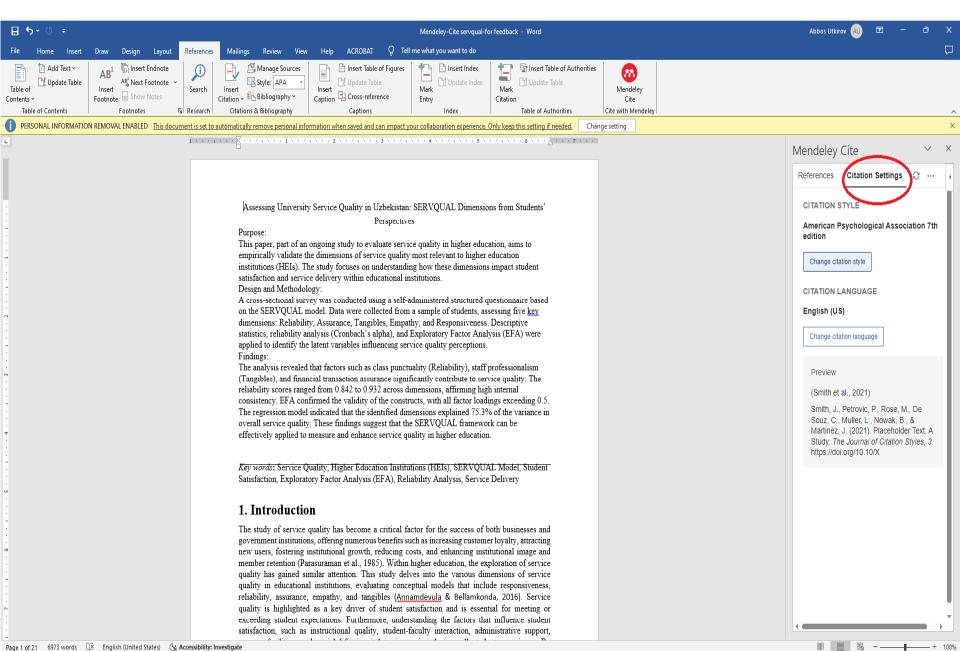


6. Check the details in the "Details pane" and if everything is correct then click on "Details are correct" button



5. Choose the referencing style





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5. Choose the referencing style

- 1. Create a "Word" document
- 2. Choose Westminster Harvard style. For that go to:
- In Menu bar click on "References"
- Style (under the "Open Mendeley" icon)
- More Styles
- Get more styles
- Type in the search box "University of Westminster- Harvard"
- Click "Install" and "Done"
- Go again to "Style" and in "Installed" type in "University of Westminster- Harvard" and click "Use this style" and "Done"



6. Cite and Create a reference list of 2 sources. For that:

- In Word document type in anything
- Go to REFERENCES in the Menu bar
- Click "Insert citation"
- Click on "Go to Mendeley"
- Select any source and click on "Cite"
- Click on "Insert Bibliography"
- Check the details.

https://docs.google.com/document/d/1a-PdhFm0GGZQAp86ehdJmQWG2gkzp_c2RjUbc-DYQ6QXQQQ/edit



Summary



Thank you!