

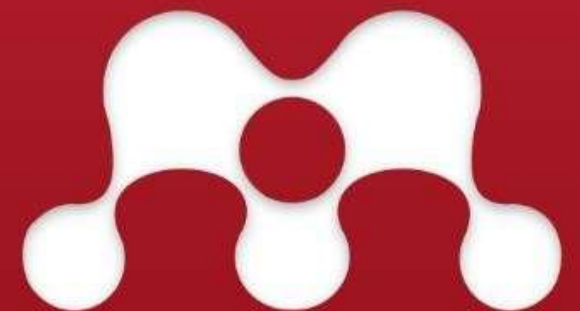
**MAXIMIZING RESEARCH**

**PRODUCTIVITY  
WITH MENDELEY**



**Lupane State University**

*Building Communities through Knowledge*



**MENDELEY**

# PRESENTATION OUTLINE

1. Downloading mendeley
2. Installing mendeley
3. Creating an account
4. Install web importer
5. Install mendeley cite for microsoft word
6. Importing files from computer



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# PRESENTATION OUTLINE-CONT'

8. Importing Library (Bibtex,Ris)
9. Adding reference manually
10. Organizing library (Creating collections)
11. Collaborating with others using groups
12. Adding annotations and notes
13. Searching article online using mendeley
14. Syncing articles



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# PRESENTATION OUTLINE-CONT'

4

- 15. Using Web importer to add references
- 16. Using Mendeley Cite for MS Word In-text citation  
and Bibliography and types of reference styles



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# RESOURCES REQUIRED

- Laptop or desktop
- internet
- Installed Mendeley reference manager



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# STEP 1-DOWNLOADING MENDELEY

Link:

<https://www.mendeley.com/reference-management/reference-manager>



Mendeley Reference Manager

Mendeley Cite

Web Importer

Premium

Datasets

## Download Mendeley Reference Manager



Windows 7 or later



macOS



Linux (64-bit)

MENDELEY

Library

My Notebook

All References

☐ AUTHORS

☐ Amira Helmi, J.

☐ N. Canac, K. N.

☐ L. Chen, A. Kosp

☐ F. Epato, P. Tan

☐ S. Bouquillon, J.

☐ M. Fumagalli, A.

☐ C. Guerin, P. Wo

☐ N.C. Santos, S.C

☐ D. Berge, S. Ber

☐ K. Dutton, J. Cy

PRIVATE GROUPS

Clinical Trial 2019

UCL Medicine Lab

New Group



# STEP 2-INSTALLING MENDELEY

- Depending on the operating system used eg,  
Download windows, Linux, or Mac OS
- Click the downloaded file
- Click run as administrator
- Follow all the instructions to complete installation



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# STEP 3-CREATING AN ACCOUNT

Create  
account



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A screenshot of the Mendeley I DISCOVERY website. The header is dark blue with the Mendeley logo and navigation links: Solutions, Support, Sign In, Create account, and Download. The main content area has a dark blue background with the text 'I DISCOVERY' and 'Mendeley brings your research to life, so you can make an impact on tomorrow'. Below this is a search bar with the placeholder 'Search for articles' and a 'Search' button. Under the search bar, it says 'Search over 100 million cross-publisher articles and counting' and lists popular searches: COVID-19, Bioenergy, and Obesity. At the bottom of the main content area is a red button that says 'Create a free account'.

Mendeley

Solutions Support Sign In Create account Download

# I DISCOVERY

Mendeley brings your research to life, so you can make an impact on tomorrow

Search over 100 million cross-publisher articles and counting

Search for articles Search

Popular searches: [COVID-19](#) [Bioenergy](#) [Obesity](#)

Create a free account

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# STEP 4-INSTALL MENDELEY WEB IMPORTER

**Mendeley Reference Manager**

Mendeley Reference Manager File Edit **Tools** Help

Entrepreneurial tendency

**+ Add new**

**Tools** dropdown menu:

- Install Mendeley Web Importer
- Install Mendeley Cite for Microsoft Word
- Search for articles online
- Check for duplicates

**Left sidebar:**

- All References
- Recently Added
- Recently Read
- Favorites
- My Publications
- Unsorted

**Table of References:**

			AUTHORS
<input type="checkbox"/>	●	☆	Ball J, Dains J, Flynn J, S...
<input type="checkbox"/>		☆	Trotte L, Dos Santos J, Sa...
<input type="checkbox"/>	●	☆	Ge S, Xi X, Guo G
<input type="checkbox"/>	●	☆	Thepna A, Cochrane B, S...

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# STEP 5-INSTALL MENDELEY CITE FOR MICROSOFT WORD

Mendeley Reference Manager

Mendeley Reference Manager File Edit **Tools**

Entrepreneurial tendency

**Click Tools**

Install Mendeley Web Importer

Install Mendeley Cite for Microsoft Word

Search for articles online

Check for duplicates

+ Add new

All References

Recently Added

Recently Read

Favorites

My Publications

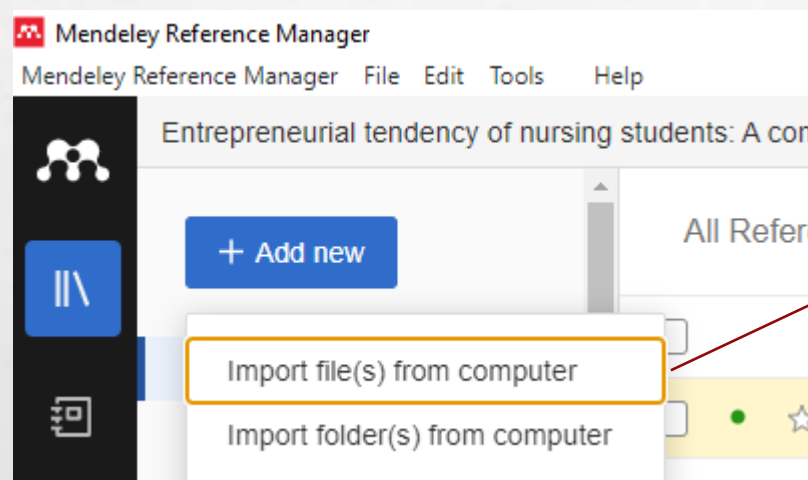
AUTHORS

<input type="checkbox"/>				Ball J, Dains J, Flynn J, S...
<input type="checkbox"/>				Trotte L, Dos Santos J, Sa...
<input type="checkbox"/>				Ge S, Xi X, Guo G
<input type="checkbox"/>				Thepna A, Cochrane B, S...

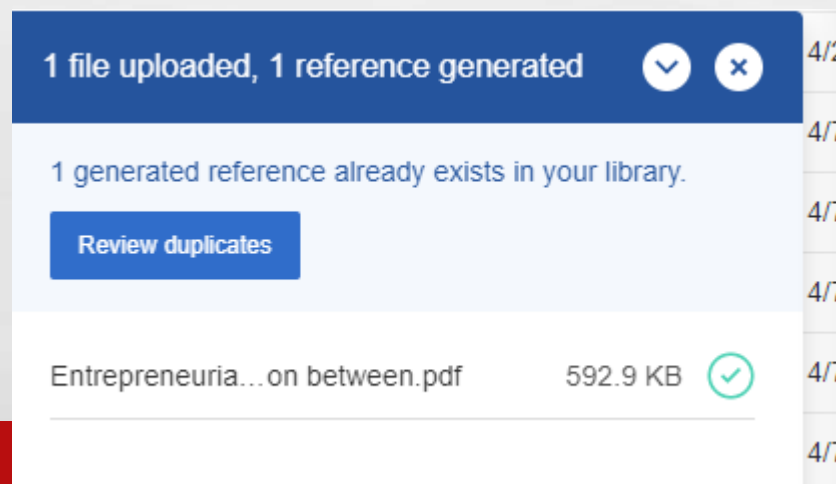
MENDELEY



# STEP 6-IMPORTING FILES FROM COMPUTER



These are downloaded articles  
on your machine



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# STEP 7-IMPORTING REFERENCES



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**Any time**  
Since 2025  
Since 2024  
Since 2021  
Custom range...

**Sort by relevance**  
Sort by date

**Any type**  
Review articles

☐ include patents  
☒ include citations

☐ Create alert

**Current chapter**  
J Zugazagoitia, ... Even though broad ... ahead  
☆ Save 99 C  
780 1

**Breast cancer**  
AG Waks, EP W ... Local therapy based on preop  
☆ Save 99 C  
272 1

**New approaches**  
DT Debela, SG ... We can see treatments. En  
☆ Save 99 C  
1,047 1

**Breast cancer**  
KP Traves, SEH ... The treatment breast cancer c  
☆ Save 99 C

**Cite**

MLA	Debela, Dejene Tolossa, et al. "New approaches and procedures for cancer treatment: Current perspectives." <i>SAGE open medicine</i> 9 (2021): 20503121211034366.
APA	Debela, D. T., Muzazu, S. G., Heraro, K. D., Ndalama, M. T., Mesele, B. W., Haile, D. C., ... & Manyazewal, T. (2021). New approaches and procedures for cancer treatment: Current perspectives. <i>SAGE open medicine</i> , 9, 20503121211034366.
Chicago	Debela, Dejene Tolossa, Seke GY Muzazu, Kidist Digamo Heraro, Maureen Tayamika Ndalama, Betelhiem Woldemedhin Mesele, Dagimawi Chilot Haile, Sophia Khalayi Kitui, and Tsegahun Manyazewal. "New approaches and procedures for cancer treatment: Current perspectives." <i>SAGE open medicine</i> 9 (2021): 20503121211034366.
Harvard	Debela, D.T., Muzazu, S.G., Heraro, K.D., Ndalama, M.T., Mesele, B.W., Haile, D.C., Kitui, S.K. and Manyazewal, T., 2021. New approaches and procedures for cancer treatment: Current perspectives. <i>SAGE open medicine</i> , 9, p.20503121211034366.
Vancouver	Debela DT, Muzazu SG, Heraro KD, Ndalama MT, Mesele BW, Haile DC, Kitui SK, Manyazewal T. New approaches and procedures for cancer treatment: Current perspectives. <i>SAGE open medicine</i> . 2021 Aug;9:20503121211034366.

BibTeX EndNote RefMan RefWorks

[PDF] clinicaltherapeutics.c...

[HTML] jamanetwork.com

[PDF] sagepub.c... Full View

[PDF] aafp.org

**On Google scholar click cite**

**Choose citation style, then RefMan to import your references**

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# IMPORTING CONT...

## Importing options for mendeley

- It depends on the platform you are using:
- Either import or export references
- Mendeley works with RefMan

## Always choose ris format

The screenshot shows the 'Export Manager' dialog box in Mendeley. At the top, there is a tab labeled 'Export Manager' with a document icon and a red 'Save' button. Below the tab, it says 'Number of items to be saved: 1'. The main section is titled 'Save citations to a file formatted for:' and contains a list of radio button options. The first option, 'Direct Export in RIS Format (e.g. CITAVI, EasyBib)', is selected. Other options include 'Generic bibliographic management software', 'Citations in XML format', 'Citations in BibTeX format', 'Citations in MARC21 format', 'Direct Export to RefWorks', 'Direct Export to EndNote Web', 'Direct Export to EasyBib', 'Download CSV', and 'Direct Export to NoodleTools'. At the bottom, there are two buttons: a yellow 'Save' button and a grey 'Cancel' button.

Export Manager

Number of items to be saved: 1

Save citations to a file formatted for:

- ☒ Direct Export in RIS Format (e.g. CITAVI, EasyBib)
- ☐ Generic bibliographic management software
- ☐ Citations in XML format
- ☐ Citations in BibTeX format
- ☐ Citations in MARC21 format
- ☐ Direct Export to RefWorks
- ☐ Direct Export to EndNote Web
- ☐ Direct Export to EasyBib
- ☐ Download CSV
- ☐ Direct Export to NoodleTools

Save Cancel

MENDELEY

# STEP 8-ADDING REFERENCE MANUALLY

Add item details manually, eg a hard copy book



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The screenshot displays the Mendeley Desktop application interface. On the left, a sidebar shows a list of collections: 'entrepreneur', 'old autonomy', 'professional autonomy', 'SYSTEMATIC REVIEWS', and 'New Collection'. The main window shows a list of references under the 'All References' tab. A red arrow points from the text 'Add item details manually, eg a hard copy book' to the 'Add reference manually' dialog box. The dialog box has a title bar with a close button. It contains several sections: 'Identifiers (ArXivID, DOI or PMID)' with a search input field and a magnifying glass icon; 'Reference Type' with a dropdown menu set to 'Journal Article'; 'Title' with a text input field; 'Authors' with a text input field and a note 'Please enter author names as 'last name, first name' (e.g. 'Smith, Jane').'; and a '+ Add another author' button. At the bottom are 'Add entry' and 'Cancel' buttons. The background shows the Mendeley Desktop interface with a sidebar on the left and a main window on the right. The sidebar has a '+ Add new' button and a list of options: 'Import file(s) from computer', 'Import folder(s) from computer', 'Import library', 'Watch folder...', 'Watch a folder on this device to import new files automatically.', and 'Add reference manually'. The main window shows a list of references under the 'All References' tab.

Entrepreneurial tendency of nursing students

+ Add new

Import file(s) from computer

Import folder(s) from computer

Import library

Watch folder...

Watch a folder on this device to import new files automatically.

Add reference manually

Entrepreneurial tendency of nursing students: A comparison between graduating beginners an...

+ Add new

All References

Recently Added

Recently Read

Favorites

My Publications

Unsorted

Duplicates

Trash

**COLLECTIONS**

entrepreneur

old autonomy

professional autonomy

SYSTEMATIC REVIEWS

New Collection

**Add reference manually**

Identifiers (ArXivID, DOI or PMID)

Enter identifiers and look up for metadata.

Reference Type

Journal Article

Title

Authors

Please enter author names as 'last name, first name' (e.g. 'Smith, Jane').

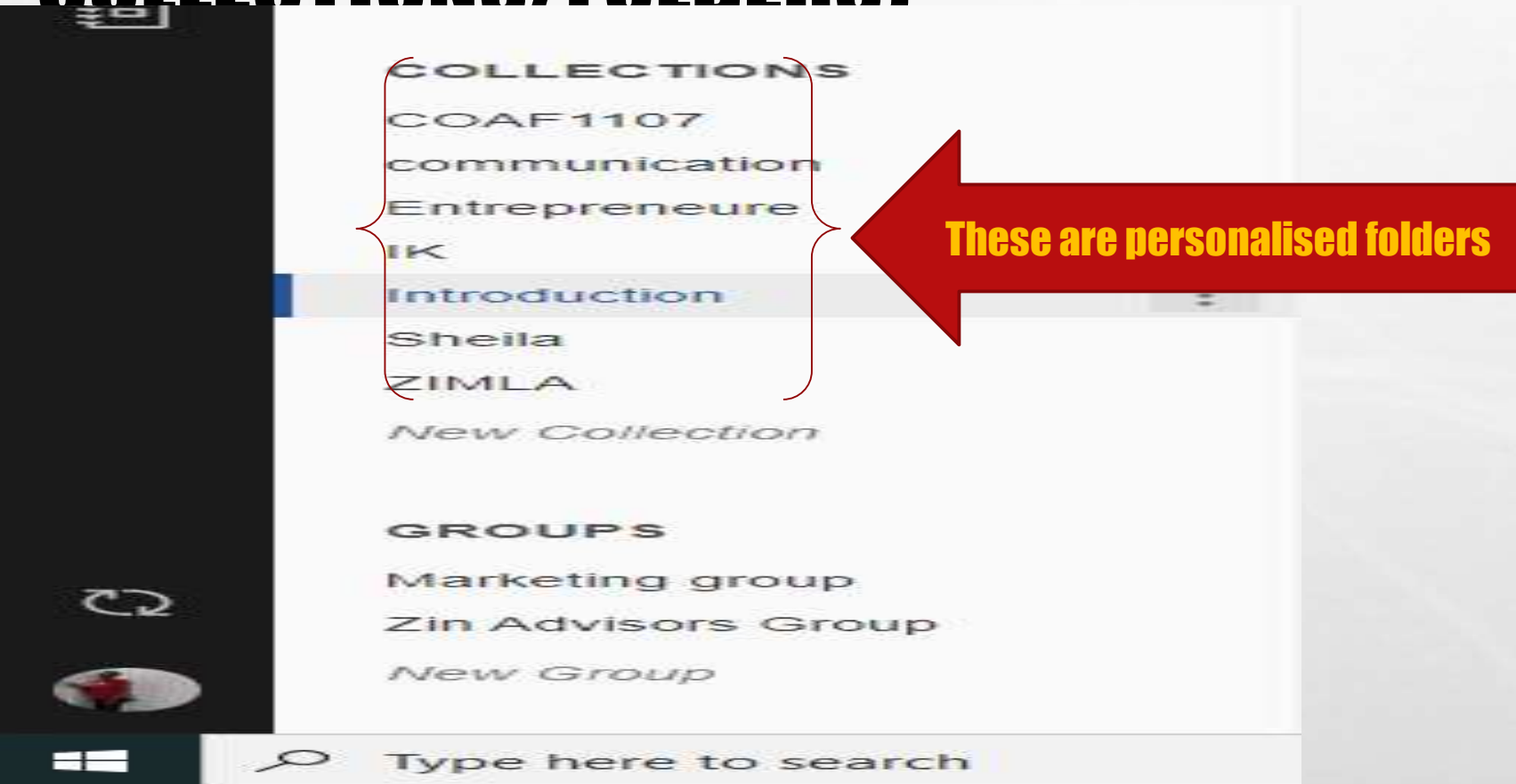
+ Add another author

Add entry

Cancel

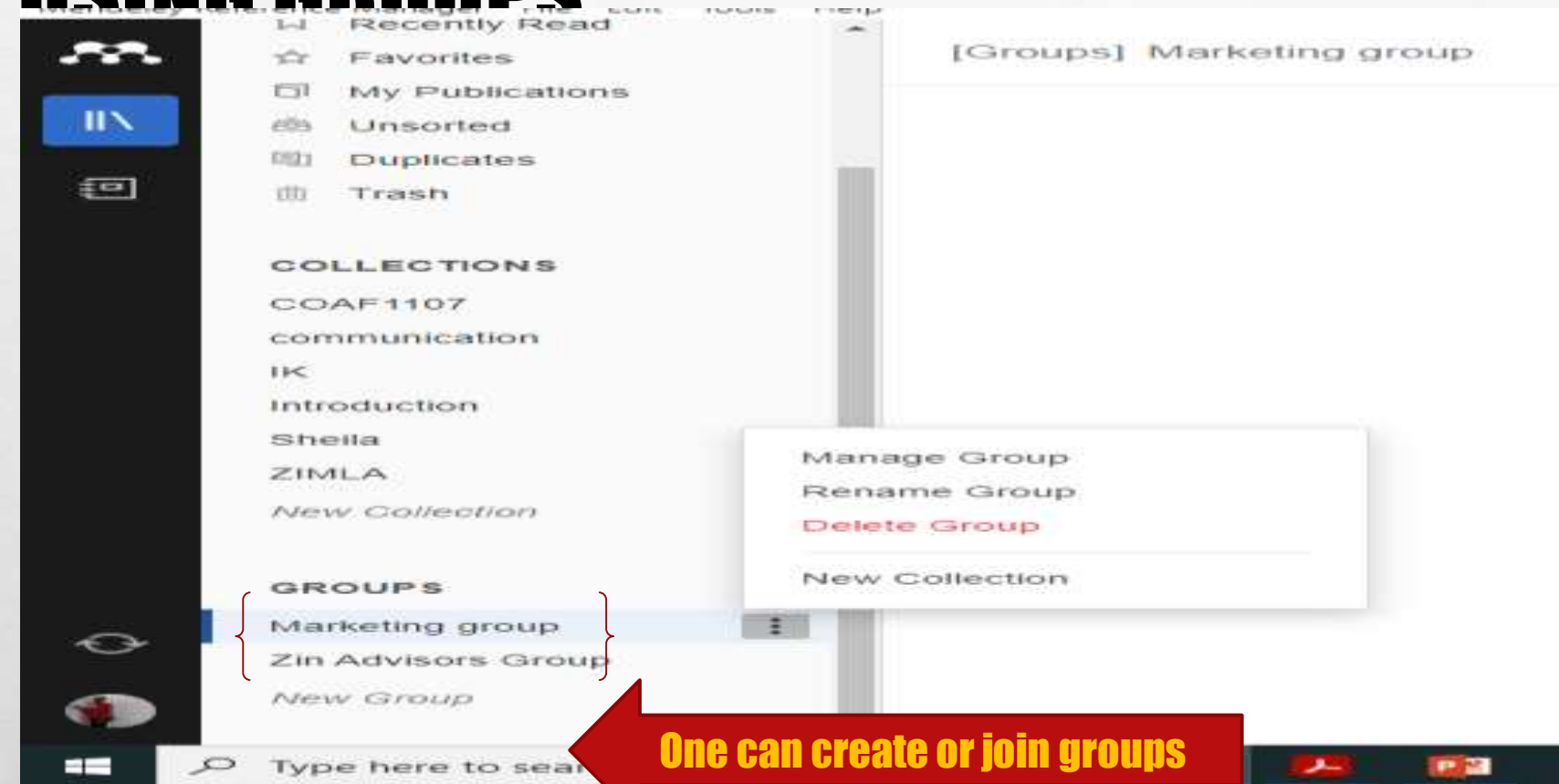
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# STEP 9-ORGANIZING LIBRARY (CREATING COLLECTIONS/FOLDERS)



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# STEP 10-COLLABORATING WITH OTHERS USING GROUPS



One can create or join groups



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# STEP 11-ADDING ANNOTATIONS AND NOTES AS YOU READ AN ARTICLE

18

The screenshot displays the Mendeley Reference Manager application. On the left is a sidebar with navigation options: '+Add new', 'All References', 'Recently Added', 'Recently Read', 'Favorites', 'My Publications', 'Unsorted', 'Duplicates', 'Trash', and a 'COLLECTIONS' section with items like 'COAF1107', 'communication', 'IK', 'Introduction', 'Sheila', 'ZIMLA', and 'New Collection'. The main window is divided into two panes. The left pane shows a list of references under the heading 'All References' with columns for checkboxes, status (green dot), and star ratings. The right pane shows the details of a selected journal article, 'The psychologisation of employment relations, alternative models of the employment relationship, and the OB turn' by Budd J. It includes the journal title 'Human Resource Management Journal', the year '(2020)', and page numbers '73-83, 30(1)'. There is a 'Read' button and an 'ABSTRACT' section. A red box with the text 'Use these tools' points to the 'Annotations' and 'Notebook' tabs at the top of the article pane. The Windows taskbar at the bottom shows the search bar, task view button, and several open applications including Mendeley, a PDF viewer, and a presentation software.

Mendeley Reference Manager

Mendeley Reference Manager File Edit Tools Help

+Add new

All References

Recently Added

Recently Read

Favorites

My Publications

Unsorted

Duplicates

Trash

COLLECTIONS

COAF1107

communication

IK

Introduction

Sheila

ZIMLA

New Collection

All References

AUTHORS

Budd J

Geare A, Edgar F,

Frege C, Kelly J, M

Dobbins T, Hughe

Kaufman B, Barry

Dónmez P, Sutton

Japutra A, Situmo

Mehta M, Kumar C

Japutra A, Situmo

Gopalakrishna S,

Evans M

Teshale T

Fulfilment T, Supe

Info Annotations Notebook

JOURNAL ARTICLE

The psychologisation of employment relations, alternative models of the employment relationship, and the OB turn

Budd J

Human Resource Management Journal, (2020), 73-83, 30(1)

See more information

Read

ABSTRACT

As part of this journal's provocation series, John Godard criticised the psychologisation of human resource management and expressed concern with the psychologisation of employment relations. This article uses four explicit frames of reference on the employment relationship to further explicate Godard's concern with the distancing of the field from questions about the structural nature of the employment relationship. This discussion is then extended to consider the magnifying implications of the turn within the field toward... Read more

COLLECTIONS

Use these tools

Type here to search

AW01

11:28 2024/05/13

MENDELEY

# STEP 12-SEARCHING ARTICLE ONLINE USING MENDELEY



Mendeley

Sign In

Create account

price elasticity of demand

Insert your keywords

14,531 results

Sort by

Most relevant

Most recent

Most cited

YEAR

☐ 2024 (119)☐ 2023 (515)☐ 2022 (581)☐ 2021 (640)☐ 2020 (1,286)[See more](#)

Filter results by date of publication

GENERIC PDF

**Price elasticity of demand for cigarettes among youths in high-income countries: a systematic review**

Kjeld S. G., Jørgensen M. B. [...] Bast L. S.

*Scandinavian Journal of Public Health* (2023), 10.1177/14034948211047778

This study aims systematically to review research examining the price elasticity of demand for cigarettes. Results: Four outcomes related to price elasticity of demand from six studies

8

Citations

25

Readers

DOCUMENT TYPE

☐ Journal (12,349)☐ Conference Proceedings (818)

JOURNAL

**Is the system reliability profitable for retailing and consumer service of a dynamical system under cross-price elasticity of demand?**

Sarkar B., Seok H. [...] Dey B. K.

*Journal of Retailing and Consumer Services* (2023), 10.1016/j.jretconser.2023.103439

6

Citations

16

Readers

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Type here to search



21°C

11:40

2024/05/13



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# STEP 13-SYNCING ARTICLES

communication

Entrepreneure

IK

Introduction

Sheila

ZIMLA

*New Collection*

GROUPS

**Last sync: Last synced 1 minute ago**

*New Group*



Type here to search

MENDELEY

You can synchronise when you are logged in to your Mendeley online Library

Always synchronize your Libraries



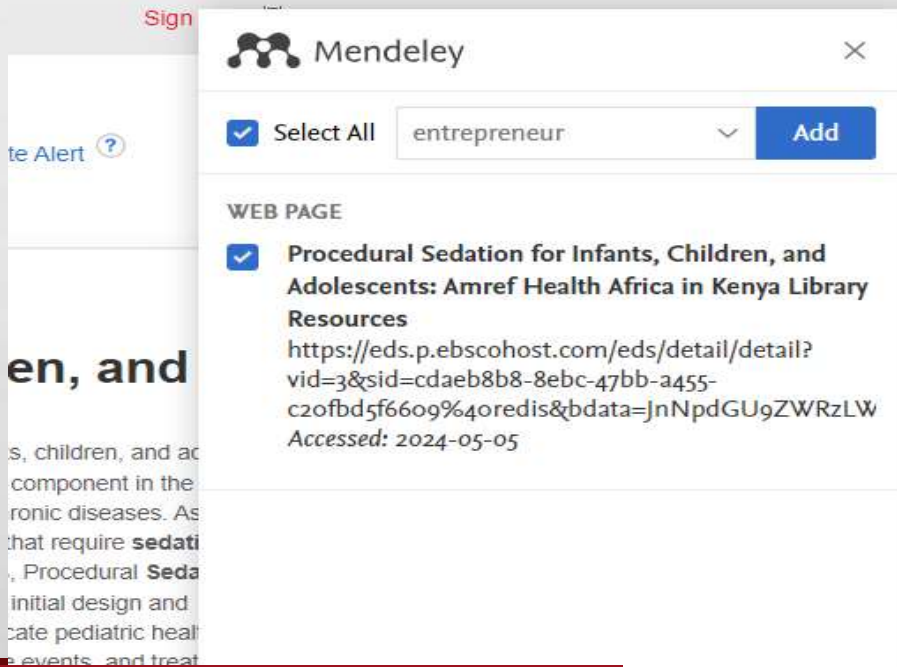
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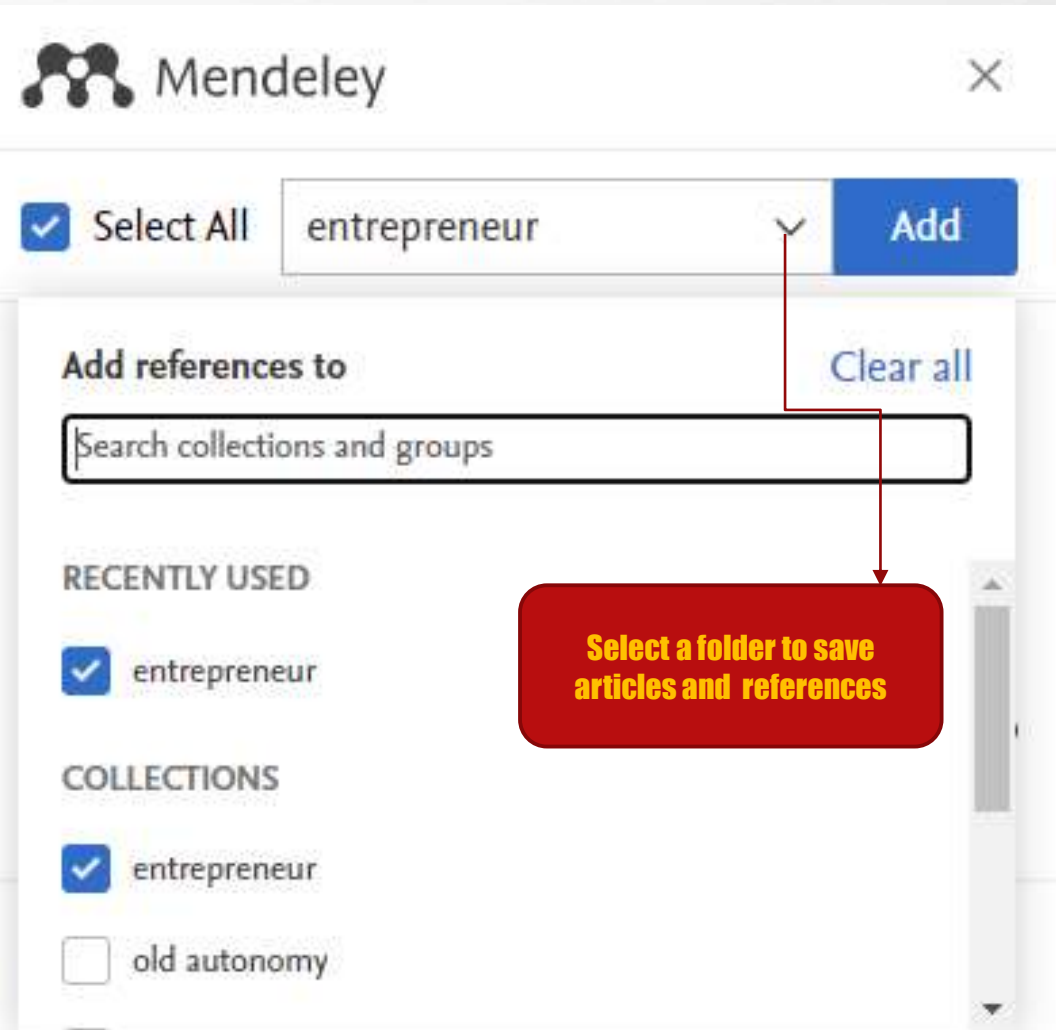
# STEP 14-USING WEB IMPORTER TO ADD REFERENCES



Web  
importer  
extension



MENDELEY



Select a folder to save  
articles and references



# STEP 15-USING MENDELEY CITE FOR MS WORD- INTXT CITATION AND BIBLIOGRAPHY AND TYPES OF RFFFFRNFCE STYLES

The image displays the Microsoft Word interface with the Mendeley Cite plugin installed. The ribbon shows the 'References' tab, which includes options for 'Search', 'Insert Citation', 'Bibliography', 'Insert Table of Figures', 'Update Table', 'Cross-reference', 'Mark Entry', 'Insert Index', 'Update Index', 'Mark Citation', 'Insert Table of Authorities', 'Update Table', and 'Mendeley Cite'. A red arrow points to the 'Mendeley Cite' button in the ribbon.

Below the ribbon, four windows are shown, illustrating the Mendeley Cite interface and citation style options:

- Mendeley Cite (Left):** Shows the 'Cite as you write' option and a list of references from the Mendeley Library. A 'Get started' button is visible at the bottom.
- Mendeley Cite (Middle-Left):** Shows the 'References' tab with a list of references, including 'Sedation in the intensive care unit' and 'EBSCO-Metadata-2024-05-05'. A search bar is present at the top.
- Mendeley Cite (Middle-Right):** Shows the 'Citation Settings' tab with options for 'CITATION STYLE' (American Psychological Association 7th edition) and 'CITATION LANGUAGE' (English (US)). A preview of the citation is shown at the bottom: (Smith et al., 2021) Smith, J., Petrovic, P., Rose, M., De Souza, C., Muller, L., Nowak, B., & ...
- Mendeley Cite (Right):** Shows the 'Change citation style' dialog box with a list of styles, including IEEE, Vancouver, American Sociological Association 6th/7th edition, Nature, American Medical Association 11th edition, Cite Them Right 12th edition - Harvard, and Chicago Manual of Style, 17th edition.

The Mendeley logo is visible in the bottom left corner of the image.



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# SUMMARY

## Mendeley help

- organize research by managing citation and documents
- Collaborate with other researchers
- Enables Generation of citations according to preferred citation styles.
- Enables creation of bibliographies in a given style
- Allows one to import papers/citations from other research software.
- Read and annotate your PDFs.
- Provides a secure online backup for your research papers.

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# THANK YOU

Services available at  
LSU Libraries  
[library@lsu.ac.zw](mailto:library@lsu.ac.zw)

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