

# USING REFERENCE MANAGERS

What is a reference manager?

It is a management tool for storing and managing informational resources and various documents.

Why would I need one?


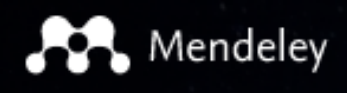

As a graduate student, you will be doing a LOT of reading! As you are on a journey of learning to master your field of study, you will undoubtedly accumulate a ton of resources you will need for your eventual capstone/practicum/qualifying exams/dissertation!

What specifically does it do?

Many things you may find beneficial...

- Import references from search engines, databases and websites
- Save PDFs, images and other documents
- Annotate PDFs
- Insert citations and create bibliographies on Word documents
- Collaborate with other researchers

Here are some reference manager options!

			
<u>Cost</u>	Free with up to 300 MB of back-up storage	Free with up to 2 G of web space	Student license: \$115.95 includes unlimited storage
<u>Word Processor</u>	Microsoft Word, LibreOffice, Google Docs	Microsoft Word, Open Office	Microsoft Word, Open Office
<u>How does it work?</u>	Zotero can tell when there is bibliographic information on a website and icon shows in the browser's URL bar. Click the icon to add the item to your Zotero references. Zotero will automatically retrieve metadata for PDFs that are added.	Click the browser plugin icon to save bibliographic information from websites. Mendeley will automatically retrieve metadata for PDFs that are added.	Direct export of references from data bases. Drag and drop PDFs to EndNote with reference data. Can also add references manually.

**All three programs allow citations while writing in word processor, work great for PDFs, and allow collaborations with others-very helpful for group projects and assignments.**

**There are also many more reference managers available, these three appear to be the most popular for students worldwide!**