In this document you'll find:

- Directions on how to get started using Mendeley the citation management tool

Complete the following:

- Register/create an account for Mendeley (citation tool)
  - https://www.mendeley.com/?switchedFrom=
  - Download the client on your personal computer
- Please read the document below on SCOPUS and Mendeley

SCOPUS

- About SCOPUS
  - SCOPUS has hundreds of millions of records on research articles, conference papers, topic summaries (reviews), etc. published in scientific academic journals and collections. These documents are not generally available on the open web.
  - SCOPUS is an abstract database; meaning the data/information in the SCOPUS database (database is an information storage platform) only contains the top level information like title, author(s) publishers, date published, etc. and the abstract of the contents of the document. To get the full text of the document you need to use the full text link to bring you to the text of the article.
  - Learn more about SCOPUS and how to use it here: https://www.xeive.com/_data/assets/pdf_file/0005/79196/scopus-quick-referenceguide.pdf
  - Register on SCOPUS. You can save your searches and get alerts as well.

- To search SCOPUS you need to use Boolean operators https://dev.xeive.com/tips/ScopusSearchTips.htm and also put quotes (" ) around terms
  - Examples:
    - fisheries AND "ocean warming" (searching, title, abstract and keyword)
    - lobster OR nephropidiae AND "global warming" (searching, title, abstract and keyword)
    - "Loren McClanahan" (searching author field)

- On the search results page, to help you discover and assess articles use the SORT ON feature and the REFINE RESULTS feature(s).
  - Sort On
    - Relevance – best matches your keyword search
    - Cited (highest or lowest)
    - Date published
  - Refine Results
    - Document type – Review articles are excellent in helping you learn about a subject and the general trends in research. Articles are general research articles
    - Keyword – help you narrow the results
    - Date – find the article that makes most sense for your project

- Get the full text of the document
  - To get the full text of the document click on the FULL TEXT link found below the document on the search results page or in the document results page. If we don’t have access to the full text, you might need to request the text using inter-library loan. https://www.colby.edu/libraries/ill/
  -
To create the citation in Mendeley
  o Look for BibTex export or Save to Mendeley text at the top of the research results page or the document result page. Simply click to create the download. If you are using Bibtex drag or import the download into Mendeley. If you are using Save to Mendeley then it will automatically be downloaded into Mendeley.

Citation Management Tools/Getting started on Mendeley

- Allows you to store, organize, notate and share information (research papers, open web, data, etc.) that you are using for research projects, literature reviews, annotations, analysis etc.
- Plugin for MS Word lets you automatically generates citations and bibliographies
- Not using MS Word – you can generate
- Has hundreds of citation styles used across academic disciplines

Get Started:

- The citation tool that you’ll be using is called Mendeley
- Create an account at https://www.mendeley.com/?switchedFrom=
- Download and install software; you should have Mendeley web account and also on your computer Mendeley desktop
- Install both the MS Word Plugin and the Web Importer – see image below

Citations can be added to Mendeley in many ways:
- Direct as Bibtext citation download from a scholarly database
- Direct download into Mendeley (Scopus)
- Using the web importer plugin
- Using the “ADD ENTRY MANUALLY” feature under ADD
  - If you are unable to download the citation directly from the web or from a database use the add entry manually feature.
  - Copy Title or DOI from article
  - Paste in to the new document form as seen below
  - Right click on entry to UPDATE DETAILS and all other metadata on the article will be added – you can also click on related to find like articles too.