Getting Started

- Go to zotero.org/download and download the Zotero Standalone for your computer and the Zotero Connector (i.e., plugin) for your preferred browser.
- Make sure to create an online account to ensure your connector and standalone sync.

Zotero Standalone Toolbar

- New Collection
- New Item
- New Note
- Advanced Search
- Locate (good for finding PDFs)
- New Library
- Add item(s) by identifier
- Add Attachment
- Search
- Sync

Zotero Connector

Click the icon in the browser toolbar to import citation info, save PDFs, and make a copy of the webpage.

Zotero Windows Toolbar

- Place your cursor where you want a citation, then use this to choose a citation from the Zotero inserter by typing in part of the title or author and selecting a citation from the results.
- Change the citation style
- Checks Zotero for changes made to the citations
- Converts citations into unlinked text. This means that you will not be able to update the citations if changes are made. You should do this before sending the file to anyone else.
- Insert a bibliography with the citations used in the paper.