

ETHIOPIA

Strategy Support Program II



ETHIOPIAN DEVELOPMENT
RESEARCH INSTITUTE



INTERNATIONAL
FOOD POLICY
RESEARCH
INSTITUTE

A member of the CGIAR Consortium

Introduction to Mendeley Course

Indra Lamoot
IFPRI ESSP-II

February, 2013
Addis Ababa



What is Mendeley?

Mendeley is free software which provides **reference management tools**



Other reference management software that you might know: Endnote, Zotero, Procite, ...

Why this training? Using Mendeley will help you save time when preparing a paper.

What is Mendeley?

It allows users to

- manage references
- manage PDFs
- generate citations
- generate reference lists
- share references

→ It is your digital library

→ It is easy to manage

What will we learn in this course?

- Step 1: Create a reference database
- Step 2: Manage your database
- Step 3: Make reference lists and generate in-text citations
- Step 4: Share references
- Step 5: Access to your library online

Download Mendeley Desktop

<http://www.mendeley.com/download-mendeley-desktop/welcome/>

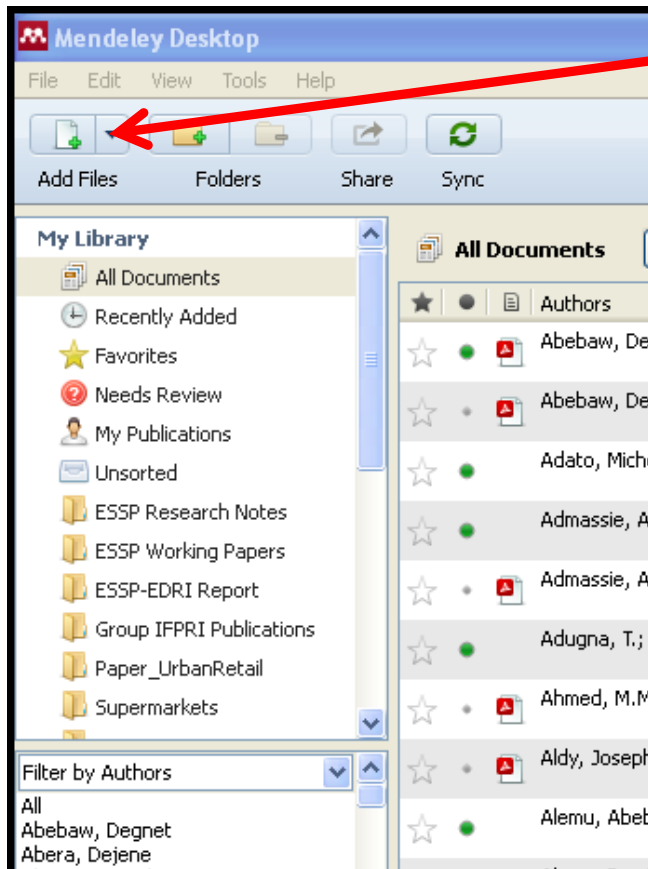
Create a database of references

Accessible

→ at **your desktop**

→ and from wherever **online**

Create a database of references



Some of the possibilities to add entries in your database:

- 1) **Add Files:** Select the files (pdfs, or for example *citation files*) to be inserted
- 2) **Add Folder:** Select a folder you want to import (for example the folder where you store relevant articles)
- 3) **Watch Folder:** Select a folder and any new pdfs in this folder will be inserted into Mendeley automatically
- 4) **Add entry manually:** for example when you do not have the pdf of the article, only the reference

Create a database of references

Some of the possibilities to add entries in your database:

citation files

You find an interesting reference online, but the pdf is not accessible for free

→ You can download the citation (for example as BibTex or RIS format) and then insert it in Mendeley (Add Files)



Create a database of references

Some of the possibilities to add entries in your database:

citation files

You find a interesting reference online, but the pdf is not accessible for free

→ You can download the citation (for example as BibTex or RIS format) and then insert it in Mendeley (Add Files)

The screenshot shows the Oxford Economic Papers website. The article title is "Returns to social network capital among traders" by Marcel Fafchamps and Bart Minten. The abstract discusses the effect of social network capital on firm productivity in Madagascar. The sidebar on the right contains several links, including "Download citation", which is highlighted by a red arrow originating from the text "You can download the citation" in the presentation text.

OXFORD JOURNALS

OXFORD ECONOMIC PAPERS

ABOUT THIS JOURNAL CONTACT THIS JOURNAL SUBSCRIPTIONS CURRENT ISSUE ARCHIVE SEARCH

Oxford Journals > Economics & Social Sciences > Oxford Economic Papers > Volume 54, Issue 2 > Pp. 173-206.

Economics Subject Alerts from Oxford

Returns to social network capital among traders

Marcel Fafchamps and Bart Minten

Author Affiliation

Abstract

Using data on agricultural traders in Madagascar, this paper shows that social network capital has a large effect on firm productivity. Better connected traders have significantly larger sales and value added than less connected traders after controlling for physical and human inputs as well as for entrepreneur characteristics. The analysis indicates that three dimensions of social network capital should be distinguished: relationships with other traders, which among other things help firms economize on transactions costs; relationships with potential lenders; and family relationships. We find no evidence that social capital favors collusion.

Copyright Oxford University Press 2002

« Previous | Next Article »
Table of Contents

This Article

Oxf. Econ. Pap. (2002) 54 (2): 173-206.
doi: 10.1093/oepp/54.2.173

» Abstract **Free**
Full Text (PDF)

Classifications

Article

Services

Alert me when cited
Alert me if corrected
Find similar articles
Similar articles in Web of Science
Add to my archive
Download citation
Request Permissions

Citing Articles

Search this journal:
Advanced »

Current Issue

January 2002

The Journal

About this journal
Rights & Permissions
Dispatch date of

Create a database of references

Some of the possibilities to add entries in your database:

Import all (or a selection of) references from your Endnote database

1. In **EndNote**, select the references that you want to import into Mendeley Desktop, and click **File > Export...**
2. In the window that appears, there is a box labeled 'Files of type:', in that box select '**XML (*.xml)**'
3. Choose a name for the file and click the '**Save**' button
4. Open **Mendeley Desktop** and click **Add Files**
5. Select the file which you exported from EndNote and click **Open**

Create a database of references

Exercise

- 1) Import at least 10 pdf's stored on your pc into your library (preferably at least one that you are citing in one of your papers in progress)*
- 2) Make a folder on your computer “watched” by Mendeley, so all newly added pdf's or citation files will automatically be added to your database*
- 3) Add a new pdf to the folder and check if it is added to your Mendeley library*

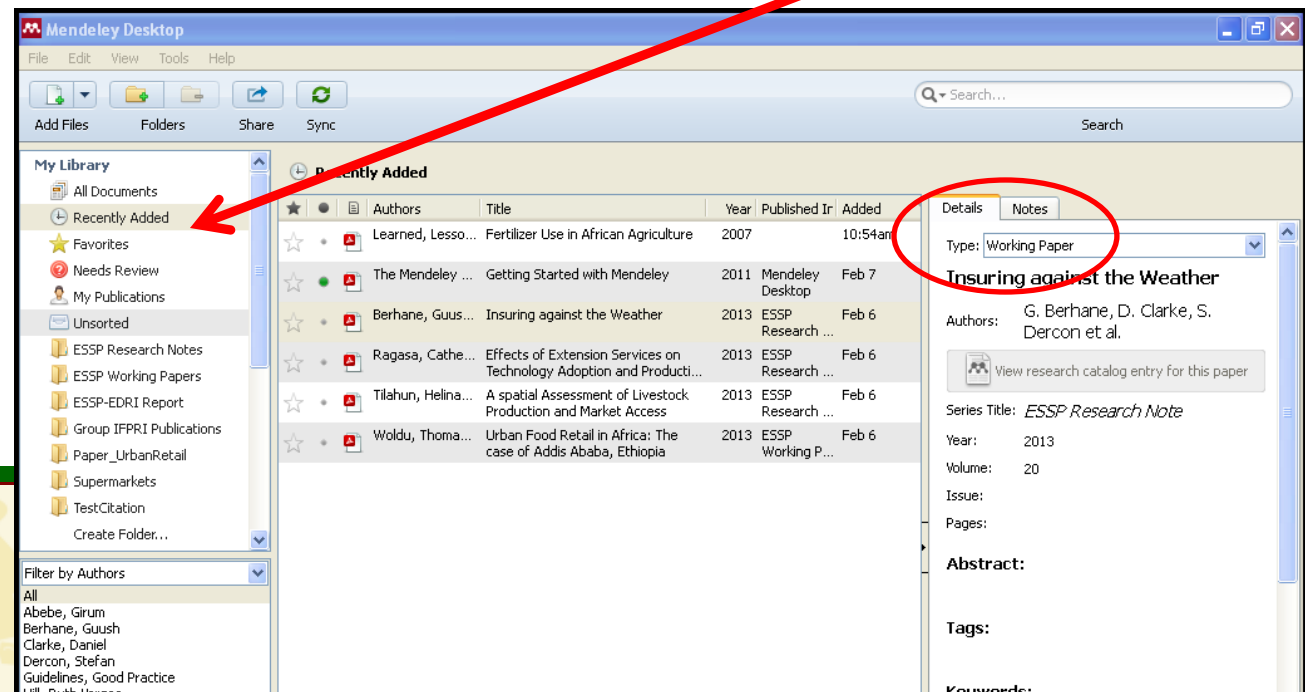
Manage your database

The next step is to manage your database. You have to make it ready for citations. A clean database is crucial for the use of it!

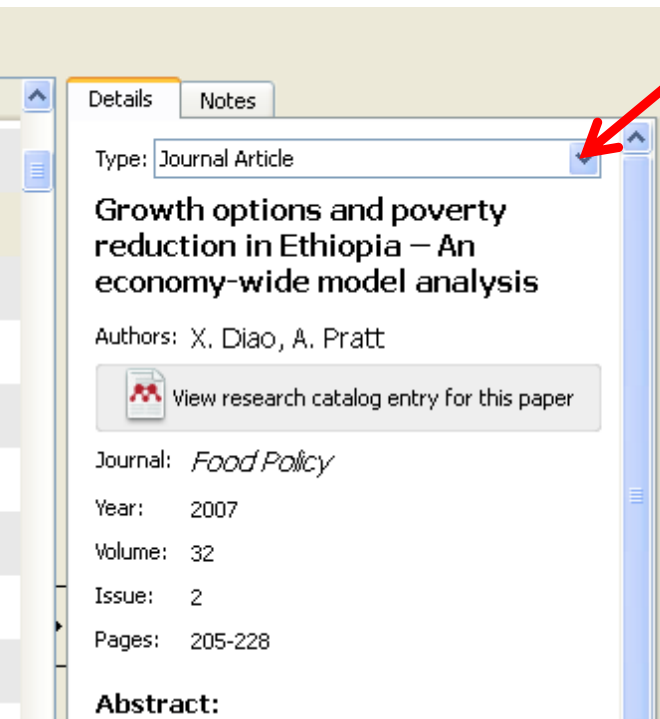
Thus, check your newly inserted references and make the information correct.

Especially files added as pdf's need some clean-up.

Find your recently added references under 'Recently Added'



Manage your database



Differentiate between books, journal articles, book sections, conference proceedings, working papers, etc, as these **different types of references** are often requested in a different way in reference lists!

For example, reference list in IFPRI publications:

Byerlee, D., and C. K. Eicher. 1997. *Africa's Emerging Maize Revolution*. Boulder, CO: Lynne Rienner.

Diao, X., and A. N. Pratt. 2007. "Growth options and poverty reduction in Ethiopia – An economy-wide model analysis." *Food Policy* 32 (2): 205-228.

Docquier, F., and H. Rapoport. 2006. "The Economics of Migrants' Remittances." In *Handbook of the Economics of Giving, Altruism, and Reciprocity*. Vol. 2, edited by S.-C. Kolm and J. M. Ythier. Amsterdam: North Holland.

Manage your database

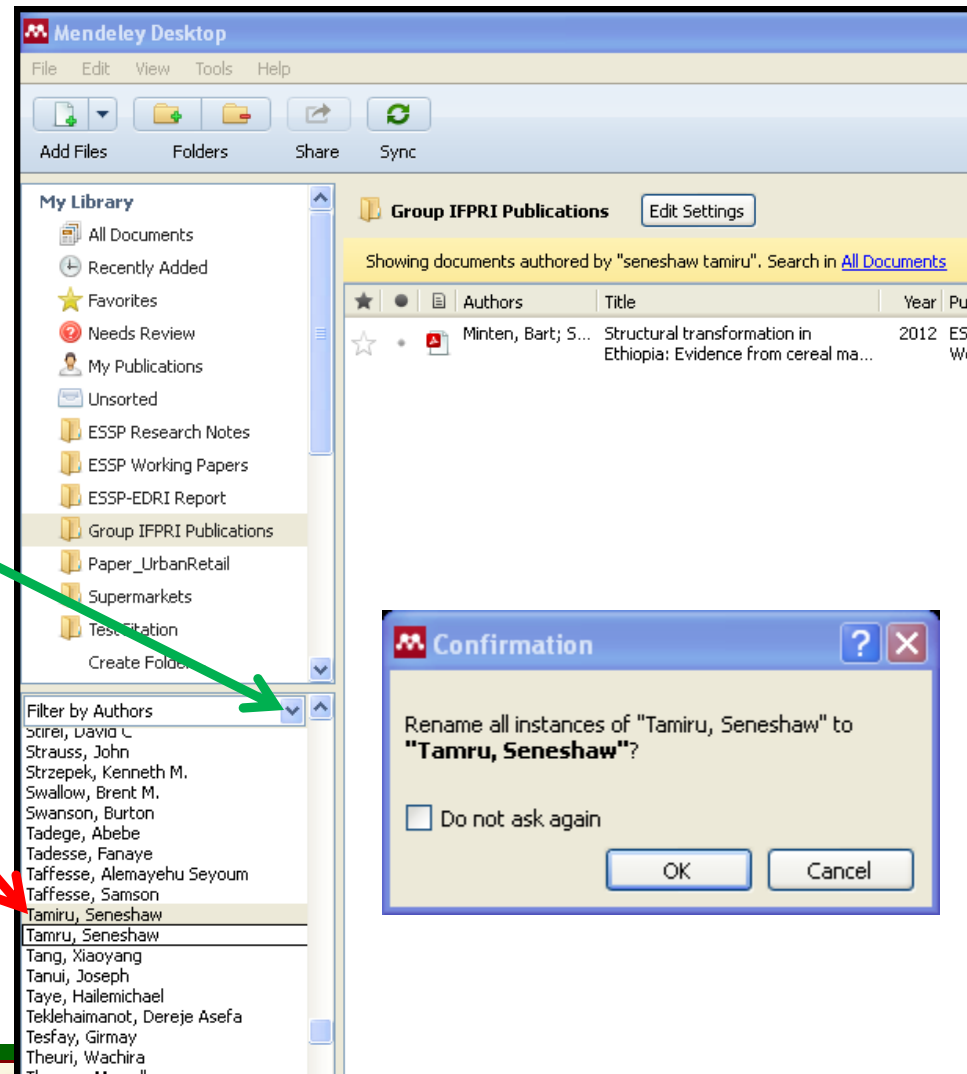
Avoid that different spellings of one author name are used

Useful tool for cleaning author names:

→ Filter by Authors

Drag the incorrect spelling into the correct spelling

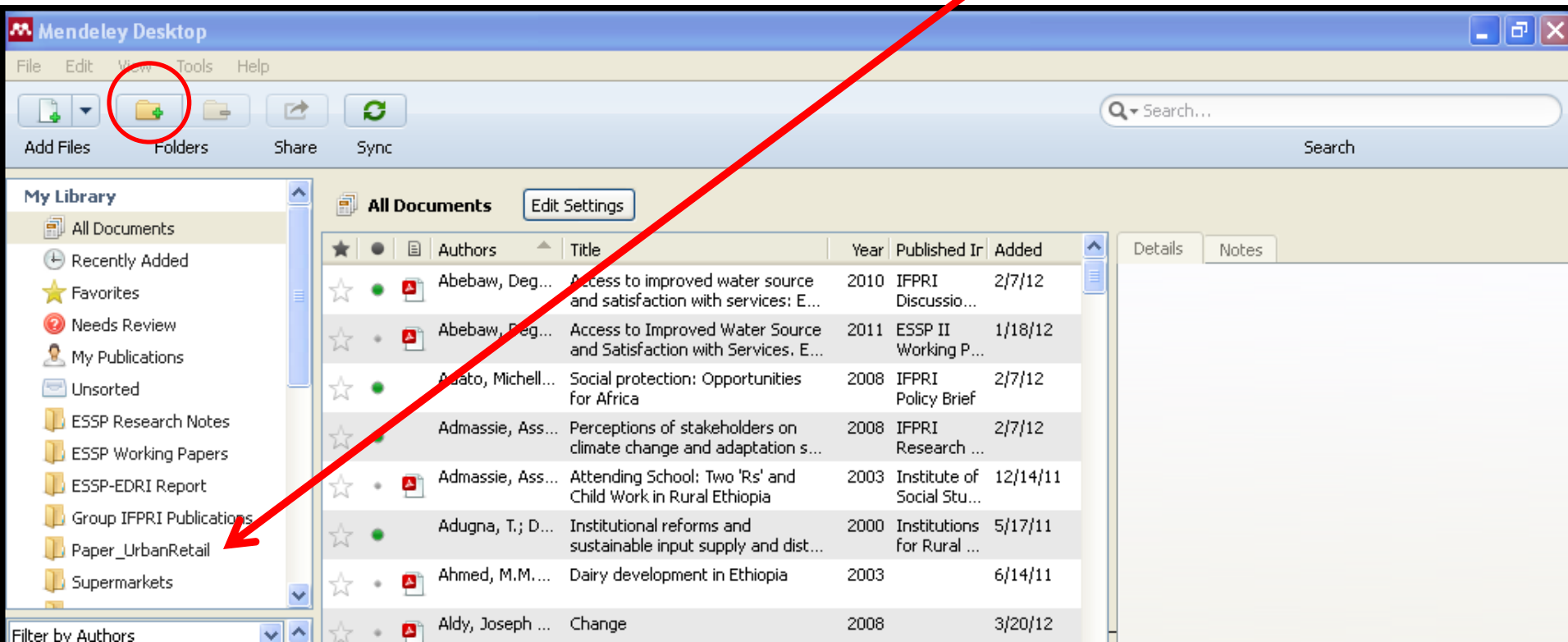
Click OK on the Confirmation window



Manage your database

Create a folder to organize your database

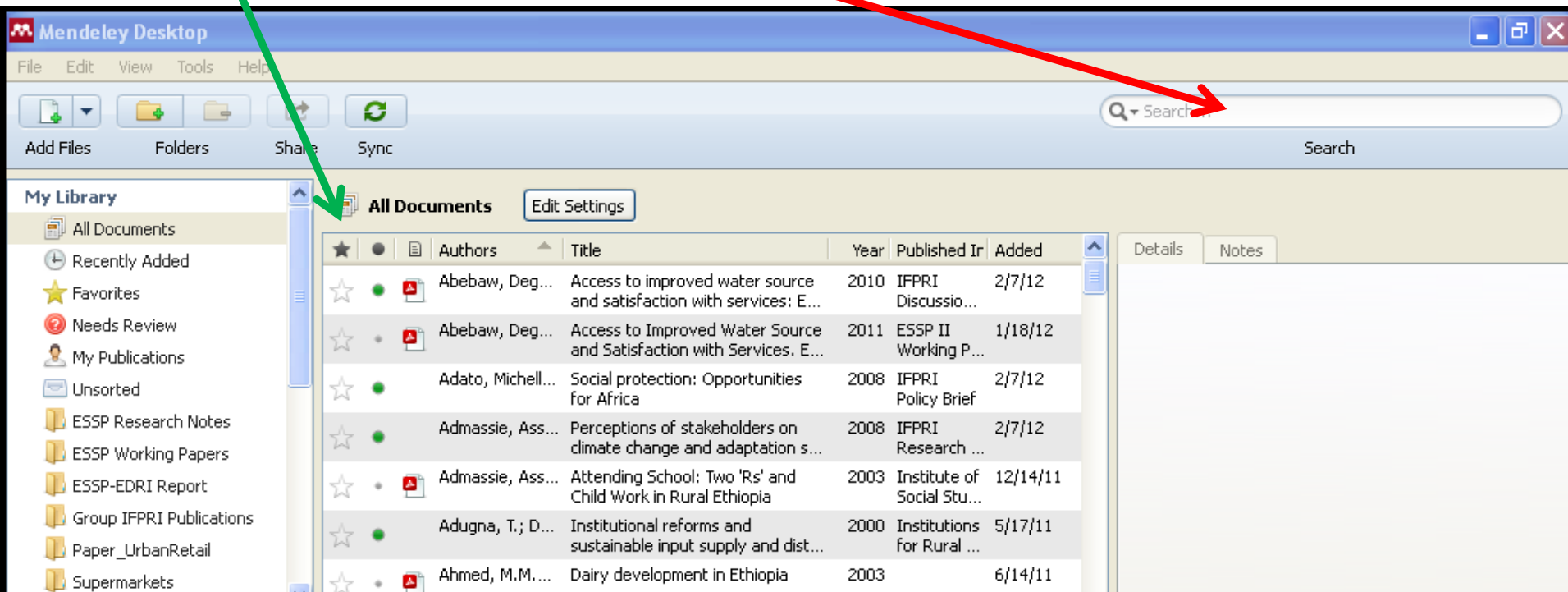
For example, a folder for all the articles you use for a paper, or a folder with all the ESSP Working Papers



Manage your database

Search

Mark as Favorites, Read/Unread



Manage your database

Add highlights and notes to your PDFs

The screenshot displays the Mendeley Desktop application window. The title bar reads "Mendeley Desktop". The menu bar includes "File", "Edit", "View", "Go", "Tools", and "Help". The toolbar contains icons for "Pan", "Select", "Highlight", "Note", "Rotate", "Zoom", "Fullscreen", "Share", and "Sync". The "Highlight" icon is highlighted with a red arrow, and the "Note" icon is highlighted with a green arrow. The main window shows a PDF document titled "Food Prices and Modern Retail in Developing Countries". The document content includes a "Summary" section with several lines of text highlighted in yellow. A yellow note box is open over the highlighted text, containing the text "Useful for our urban retail paper" and the date "1/3/2013 9:49:46 AM". The note box is titled "You" and has a close button (X). Below the summary, the "Key words" section lists "Asia, India, modern retail, supermarkets, food prices, consumers, urban food security system". The "1. INTRODUCTION" section begins with a paragraph about the importance of modern retail in food markets in developing countries. The text continues: "The importance of modern retail is growing quickly in food markets in developing countries. For example, it is estimated that its share in retail food markets has increased from 5–10% in 1990 to 50–60% today in South America, South Africa, and developing East Asia outside China and that it increased from 5% in 1990 to 20–50% today in Mexico, Central America, and Southeast Asia (Reardon & Timmer, 2007). However, the impact of these market changes is still not well understood (e.g., Chen, Shepherd, & da Silva, 2005; Minot & Roy, 2007; Swinnen, 2007; World Bank, 2008). There is surprisingly little empirical evidence on the effect of the recent spread of modern retail on consumers and as com".

Manage your database

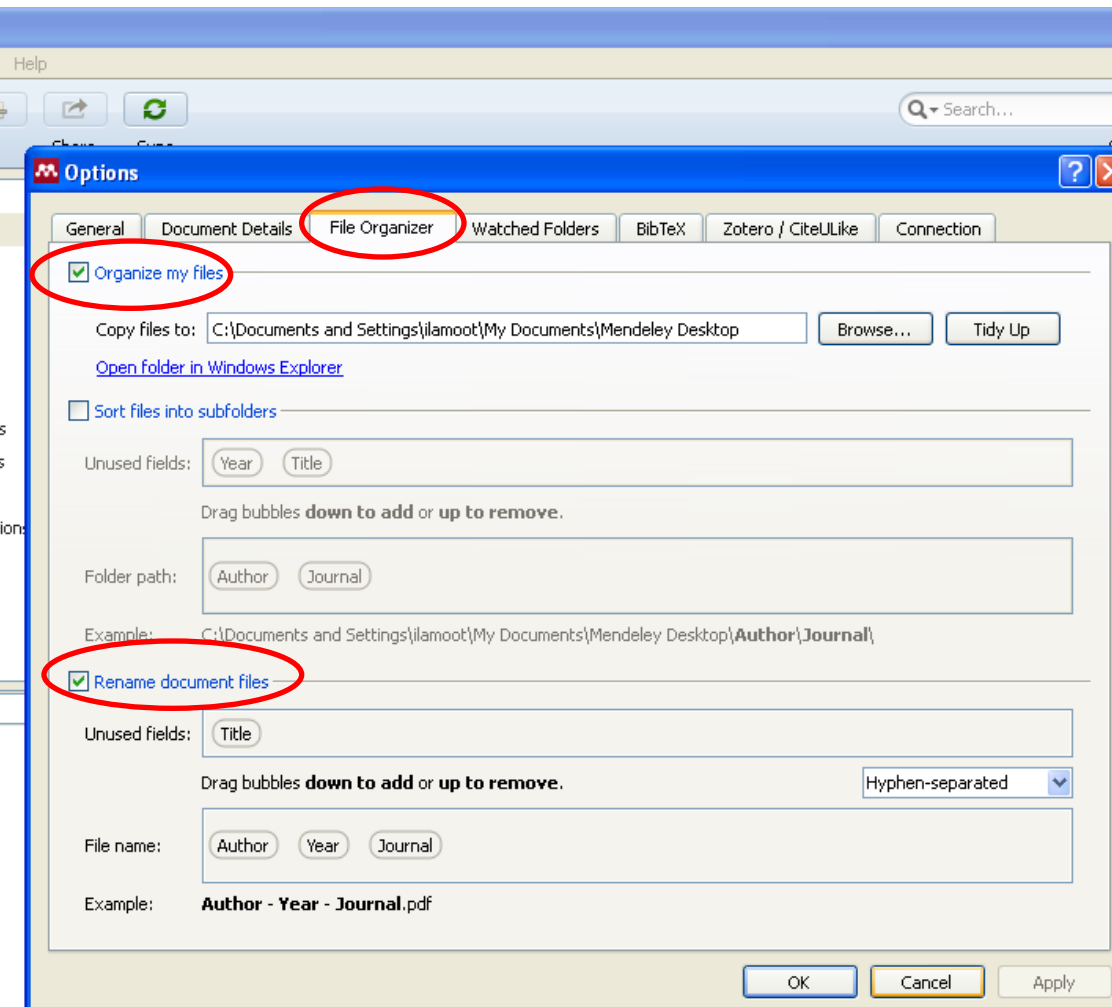
Exercise

- 1) Check the details of your 10 inserted pdf's. Correct?*
- 2) Correct the information if needed*
- 3) Create a folder for a paper that you are currently working on*
- 4) Drag selected references from your library to that folder*

Manage your database

Mendeley can store your PDFs in a clear way

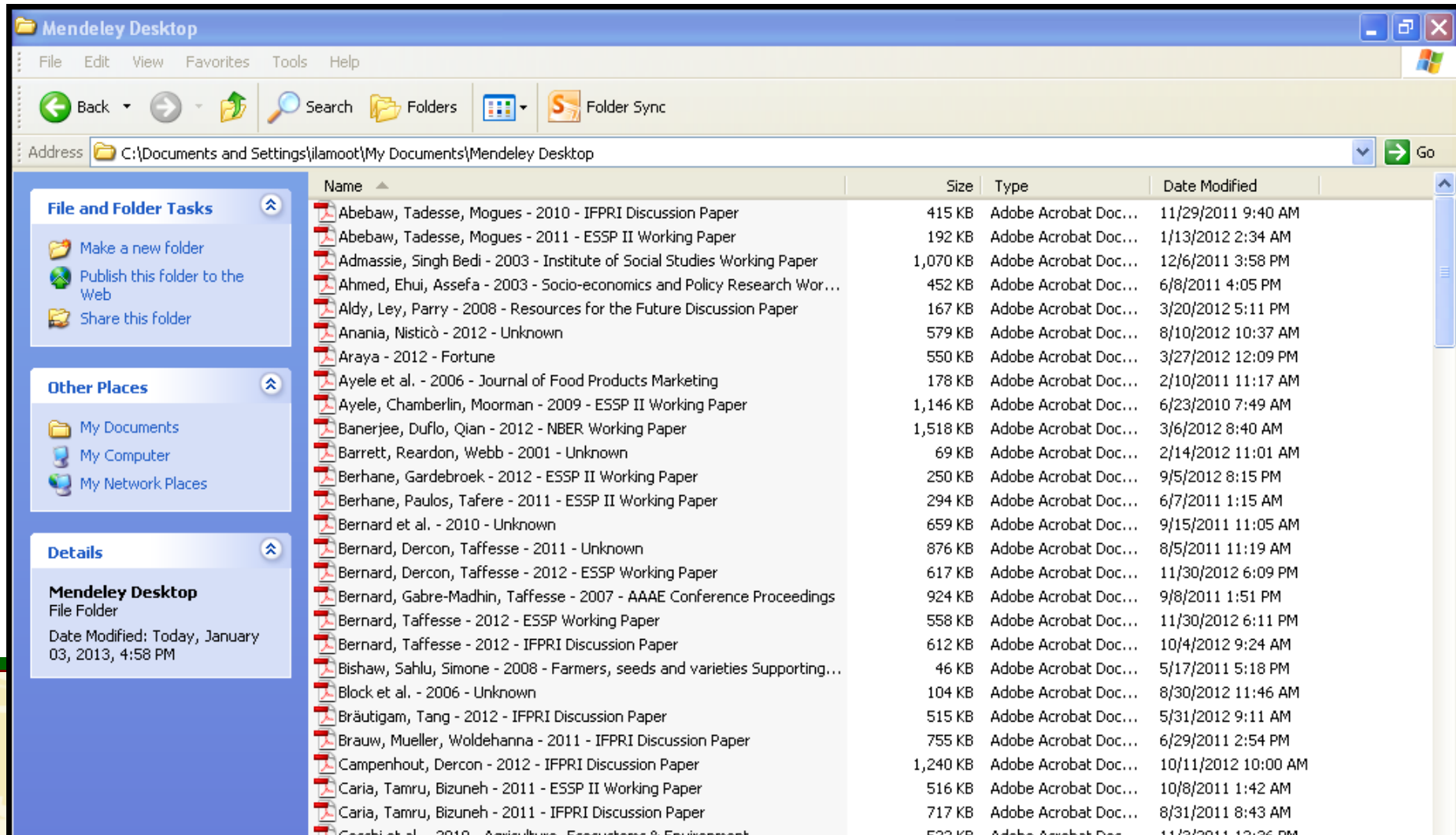
1. Tools>>Options
2. In the box, Select File Organizer
3. Select Organize my files>>Browse for a folder where you want to store your PDFs
4. Select Rename document files>>Choose how you want to name your PDFs



Manage your database

Mendeley can store your PDFs in a clear way

The result will look like this



Make your reference list

The next step is that you want to use your library for citation.

You are finalizing your paper to submit it to a journal...

No longer type reference lists or copy and paste from other lists, but make your reference list in a few steps!

2 ways:

- 1) Select your references in Mendeley Desktop, Copy, and Paste the selection in Word where you want your reference list
- 2) Integrate Mendeley in Microsoft Word and create automatic in-text citations and reference lists

Make your reference list

- 1) Select your references in Mendeley Desktop, Copy, and Paste the selection in Word where you want your reference list

You want to submit a paper to *American Journal of Agricultural Economics*. On their site you find that they follow the *Chicago Manual of Style*

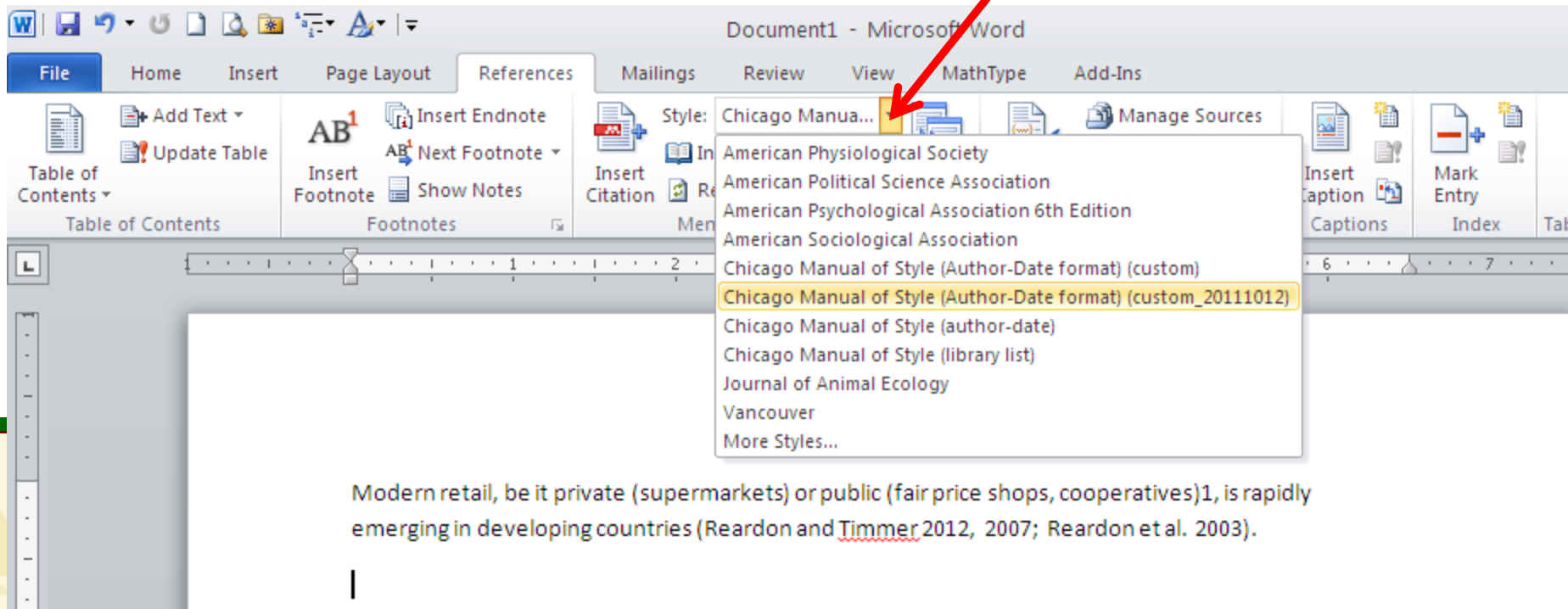
1. Select the citation style in Mendeley: View>>Citation Style>>More Styles>>Get More Styles>>Select it from the more than 2500 styles
Unfortunately, not all styles are available, but you can or download styles or adapt a style to your wishes using the citation style editor
2. Copy your selected references in Mendeley
3. Paste them in Word

→ Your reference list is ready (or almost...)

Make your reference list

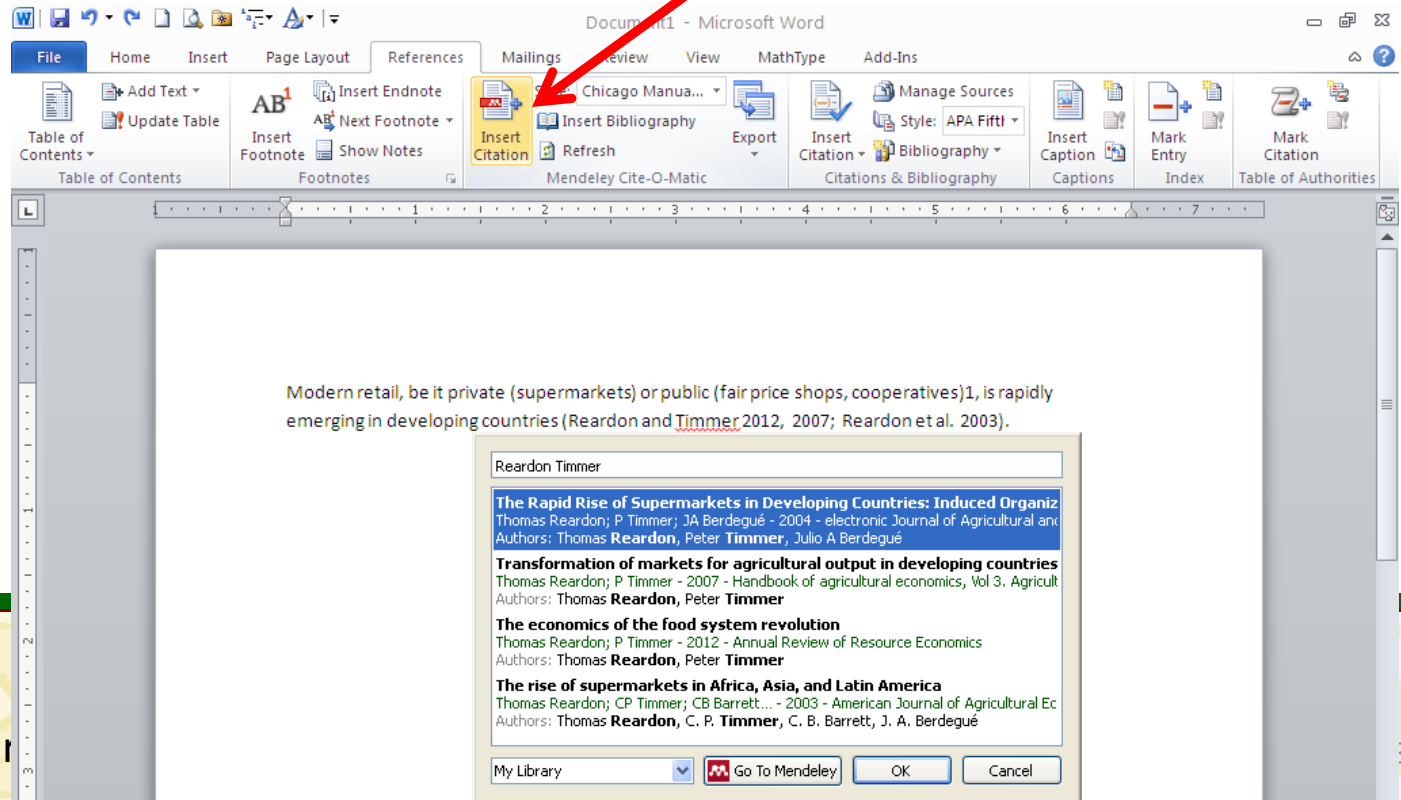
2) Integrate Mendeley in Microsoft Word and create automatic in-text citations and reference lists

1. Install the Mendeley Word plug-in: Tools>>Install MS Word Plug-In
2. Open your document in Microsoft Word
3. Choose the citation style: References>>Style>>Click the style you want to use



Make your reference list

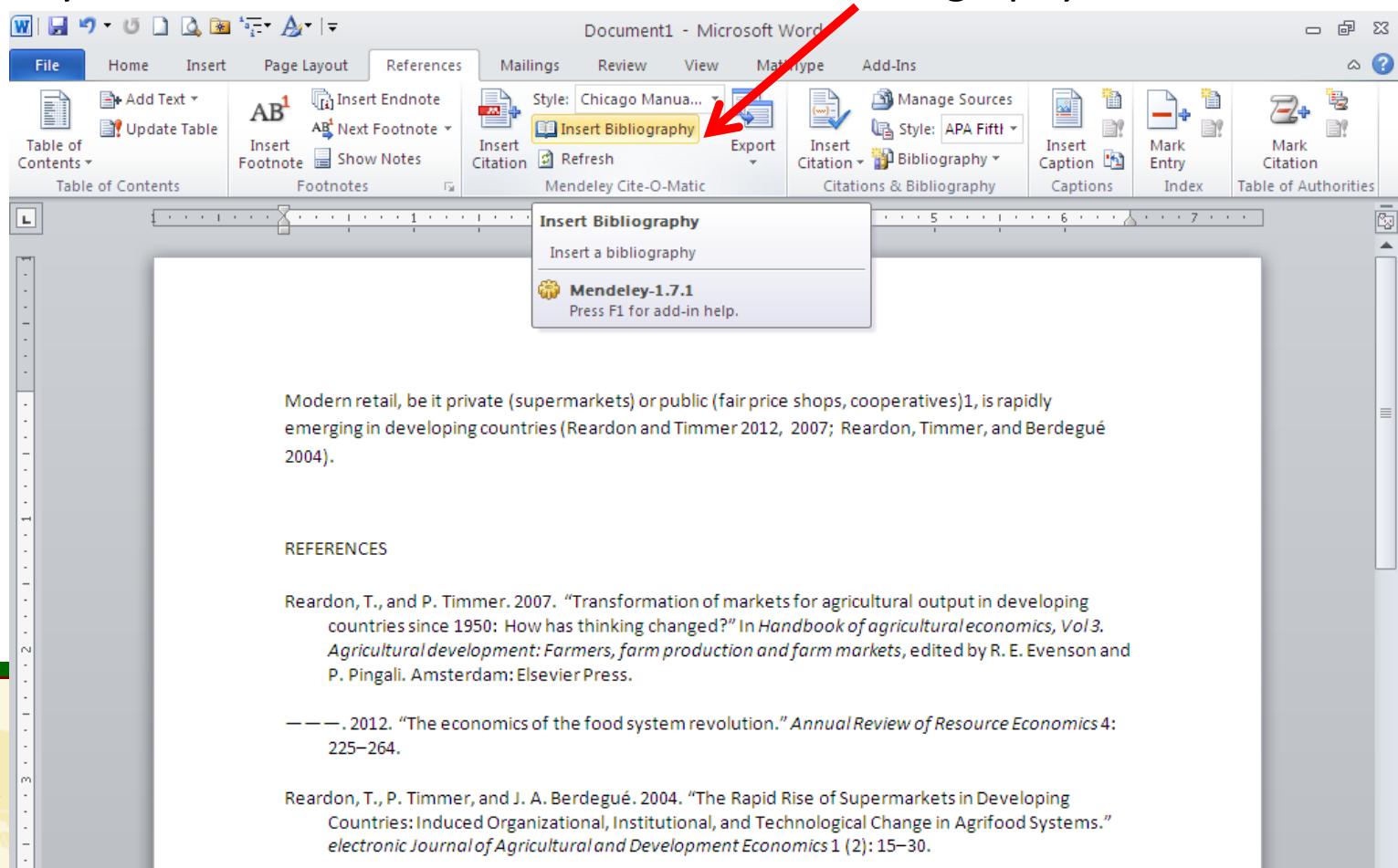
- 2) Integrate Mendeley in Microsoft Word and create automatic in-text citations and reference lists.
4. Insert an in-text citation: References>>Insert Citation>>search for example by author in the appearing box>>Select the reference>>OK
5. Repeat that for all your citations



Make your reference list

2) Integrate Mendeley in Microsoft Word and create automatic in-text citations and reference lists.

6. Insert your reference list: References>>Insert Bibliography



Document1 - Microsoft Word

File Home Insert Page Layout References Mailings Review View Layout Add-Ins

Table of Contents Update Table Add Text Add Endnote Next Footnote Show Notes Insert Endnote Next Footnote Show Notes Insert Citation Refresh Insert Bibliography Export Manage Sources Style: APA Fifth Bibliography Insert Caption Mark Entry Mark Citation Table of Authorities

Insert Bibliography

Insert a bibliography

Mendeley-1.7.1
Press F1 for add-in help.

Modern retail, be it private (supermarkets) or public (fair price shops, cooperatives)¹, is rapidly emerging in developing countries (Reardon and Timmer 2012, 2007; Reardon, Timmer, and Berdegue 2004).

REFERENCES

Reardon, T., and P. Timmer. 2007. "Transformation of markets for agricultural output in developing countries since 1950: How has thinking changed?" In *Handbook of agricultural economics, Vol 3. Agricultural development: Farmers, farm production and farm markets*, edited by R. E. Evenson and P. Pingali. Amsterdam: Elsevier Press.

—. 2012. "The economics of the food system revolution." *Annual Review of Resource Economics* 4: 225–264.

Reardon, T., P. Timmer, and J. A. Berdegue. 2004. "The Rapid Rise of Supermarkets in Developing Countries: Induced Organizational, Institutional, and Technological Change in Agrifood Systems." *electronic Journal of Agricultural and Development Economics* 1 (2): 15–30.

Mendeley

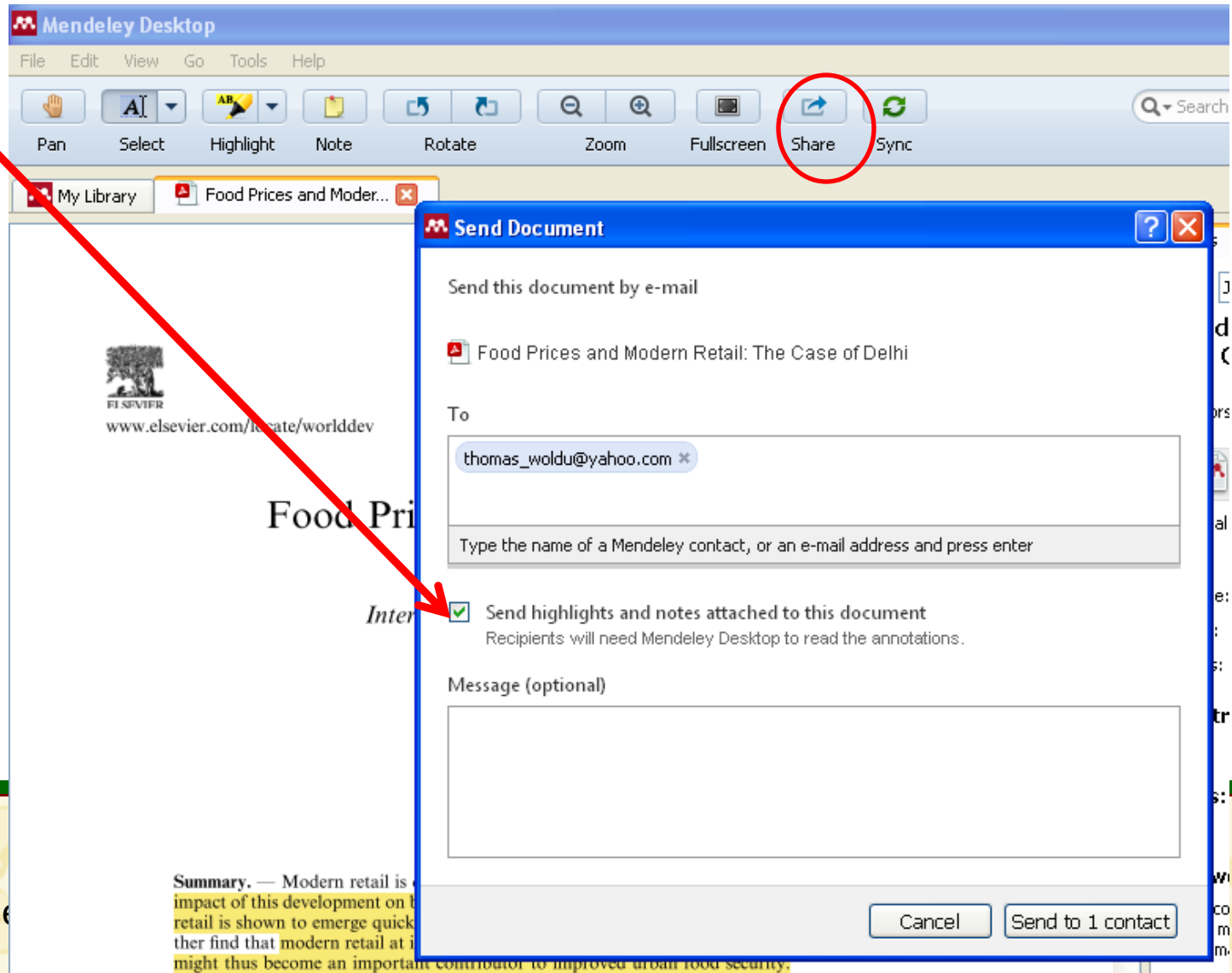
Make your reference list

Exercise

- 1) Open Word and make a reference list of the 10 references that you added earlier to your library: Select>>Copy>>Paste*
- 2) Change the Citation Style*
- 3) Integrate Mendeley in Microsoft Word*
- 4) Open a word doc and create*
 - (a) three in-text citations*
 - (b) the reference list*

Share your references and PDFs

Share your PDFs with or without your highlights and notes



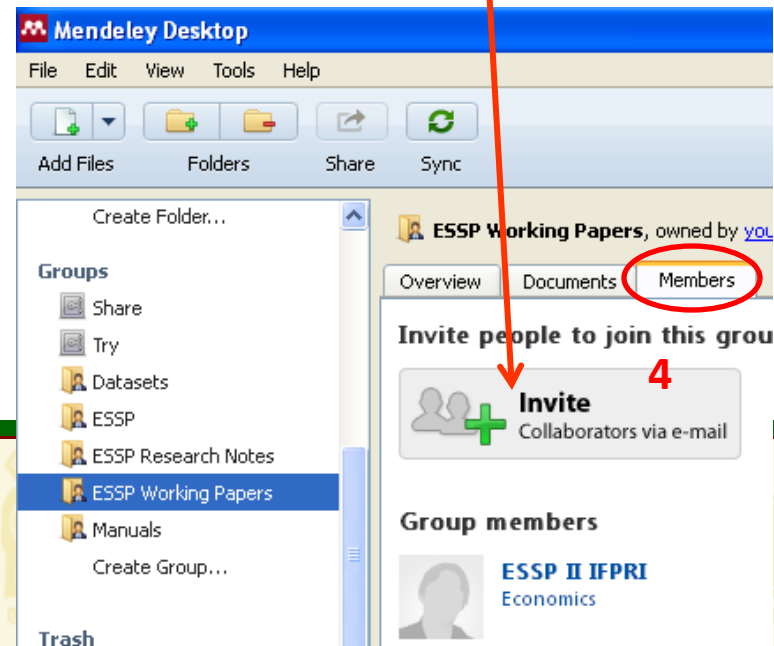
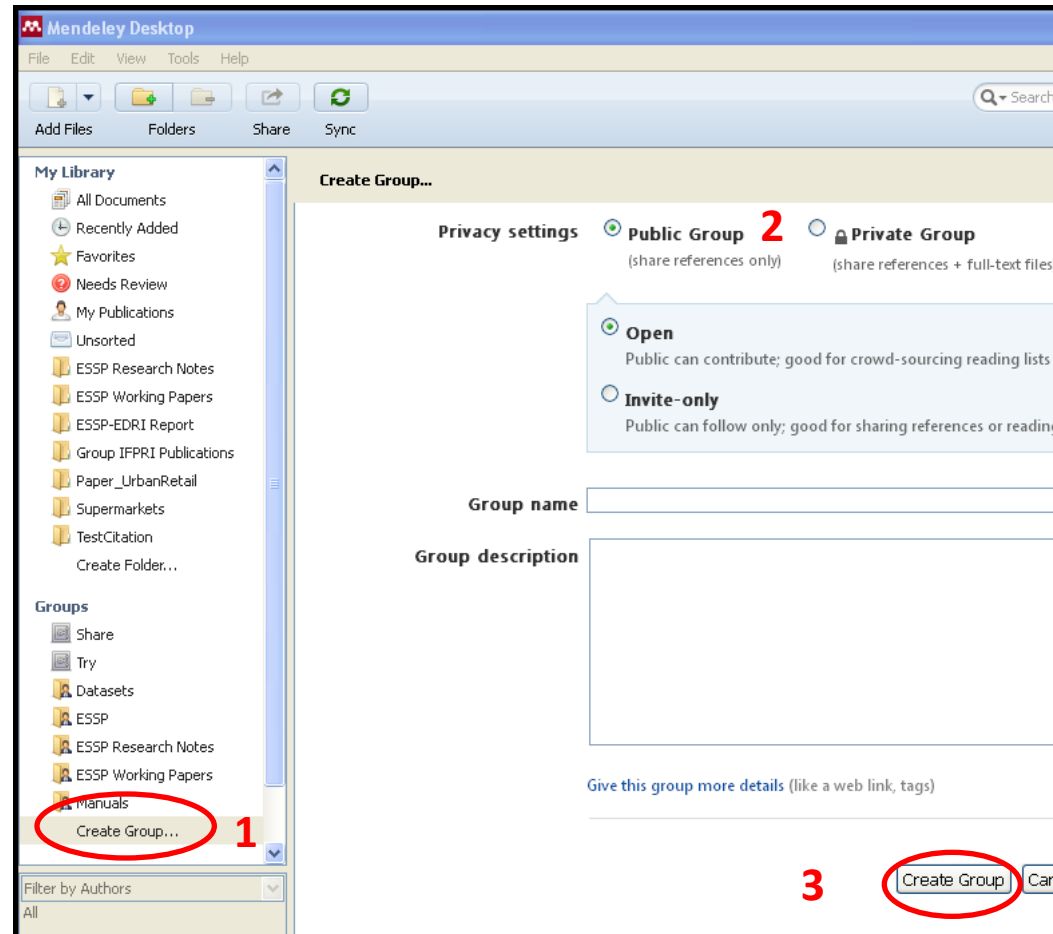
Share your references and PDFs

You have managed a collection of references in the correct way, so no need for your co-authors to repeat the same → You create a group to share that collection with your colleagues.

Or you and your co-authors are working together on the references → You create a group to build the library together


Share your references and PDFs

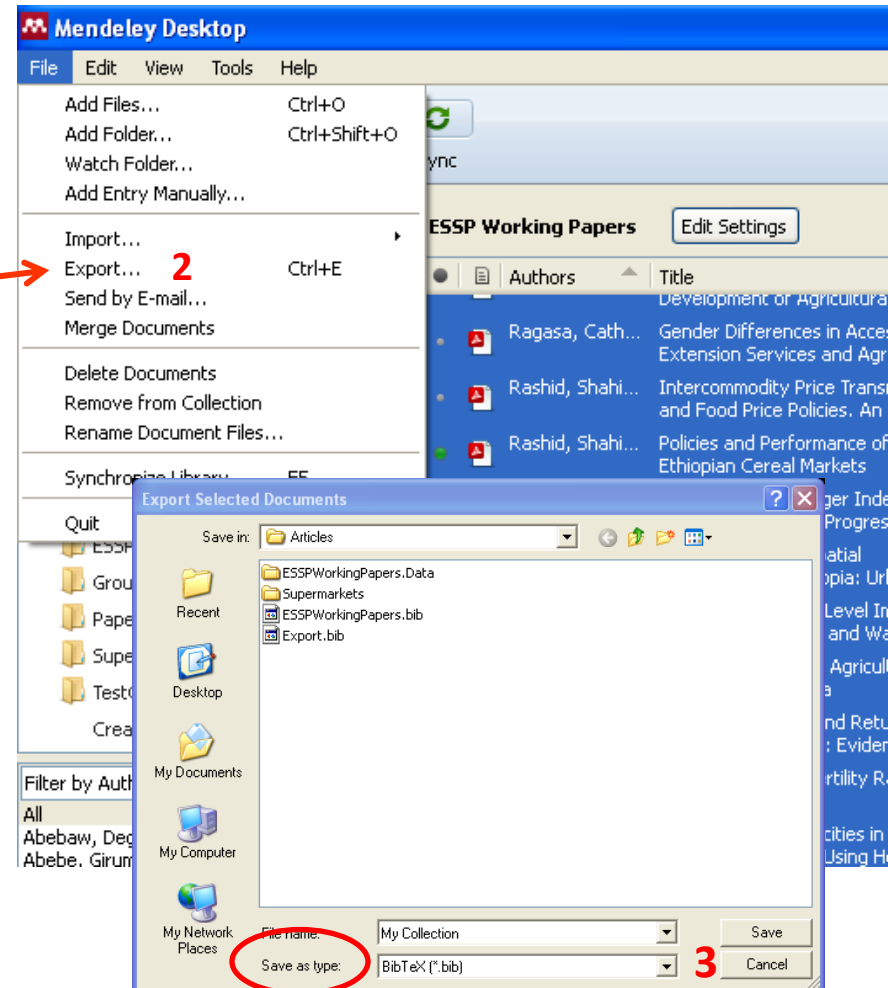
1. Select Create Group
2. Public (share references) or Private (share references & PDFs)
3. Create Group
4. Invite people to your private group (max 5)
5. Drag references from My Library into the Group



Share your references and PDFs

You can also Export your database or a selection of it

1. Select the references you want to export
2. File>>Export... 
3. In the window 'Export Selected Documents' choose in which format you want to save it (BibTex, XML, RIS)
4. You can send this file to your colleagues
5. Your colleagues can import this file into Mendeley and enlarge their database with these references



Share your references and PDFs

Exercise

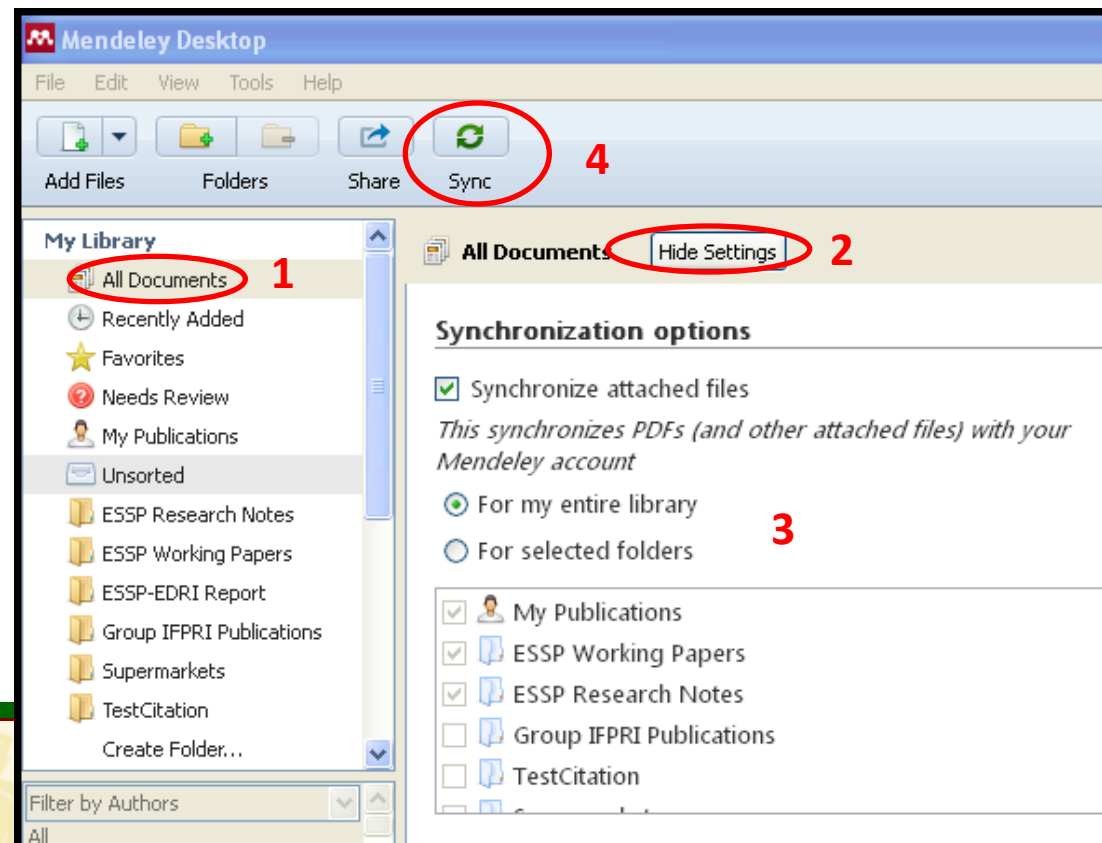
- 1) Create a group with the co-authors of the paper you are currently working on.*
- 2) Make a selection of references from your Library available for this group.*

Access to your Mendeley Web Library

Make **your database and PDF's accessible to you from anywhere online** (=your Mendeley Web Library)

→ First, in Mendeley Desktop, activate the file synchronization feature

1. Make sure that “All Documents” is selected
2. Select “Edit Settings”
3. Adjust the settings to your needs.
4. Synchronize your library



Access to your Mendeley Web Library

You can access and manage your database online via your Mendeley Web Library

Sign in with your email address and password at <http://www.mendeley.com/>

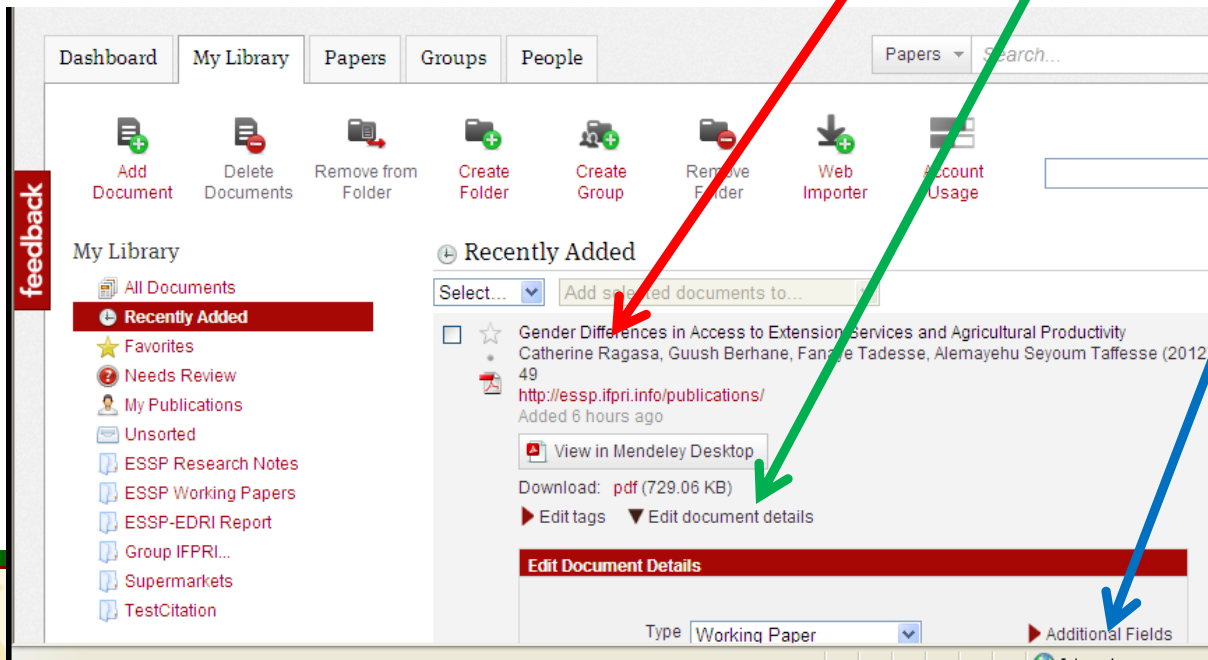
Find your references in My Library

The screenshot shows the Mendeley Web Library interface. At the top, there's a navigation bar with tabs: Dashboard, My Library (highlighted with a red arrow), Papers, Groups, and People. To the right of the tabs is a search bar labeled 'Search...' and a 'Papers' dropdown menu. Below the navigation bar, there's a row of icons for various actions: Add Document, Delete Documents, Remove from Folder, Create Folder, Create Group, Remove Folder, Web Importer, and Account Usage. On the left side, there's a sidebar with a 'feedback' button and a list of links: All Documents (highlighted), Recently Added, Favorites, Needs Review, My Publications, Unsorted, ESSP Research Notes, ESSP Working Papers, and ESSP-EDRI Report. The main content area is titled 'All Documents' and shows a list of documents. The first document is '2009 Global Hunger Index: The challenge of hunger' by Klaus von Grebmer, Bella Nestorova, Agnes R Quisumbing, Rebecca Fertziger, Heidi Fritschel, Rajul Pandya-Lorch, Yisehac Yohannes (2009). It includes the source 'Deutsche Welthungerhilfe (German AgroAction); International Food Policy Research Institute (IFPRI); Concern Worldwide p. 56' and two URLs: 'http://www.ifpri.org/publication/2009-global-hunger-index' and 'http://www.ifpri.org/sites/default/files/publications/ghi...'. There is a 'View in Mendeley Desktop' button at the bottom of the document entry.

your Mendeley Web Library

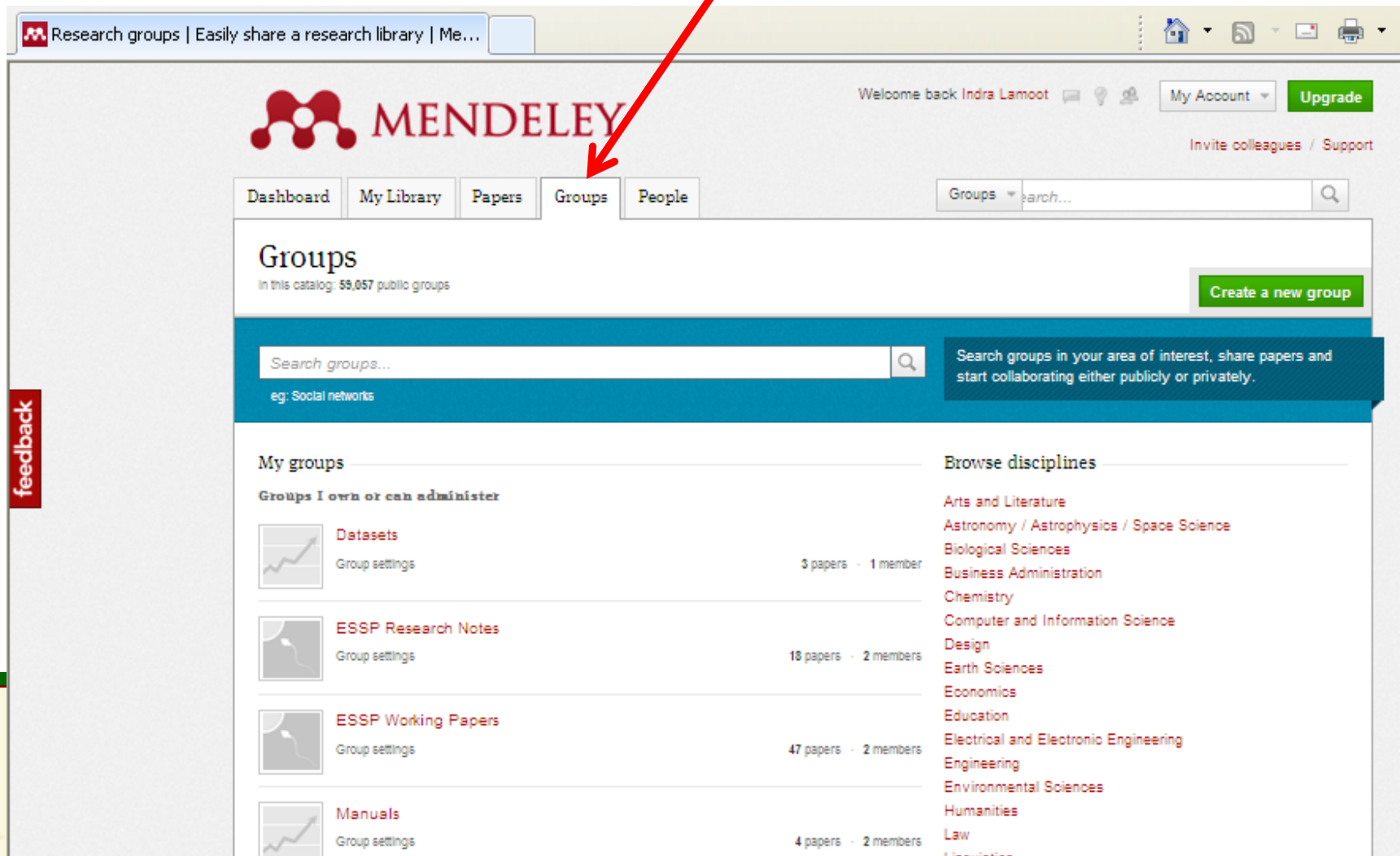
You can edit your references online

- Click on the title of the reference
- Click on Edit document details
- For more fields, click Additional fields
- Edit the fields and save your edits



your Mendeley Web Library

You can access and manage your groups online via your Mendeley Web library



The screenshot shows the Mendeley Web Library interface. A red arrow points to the 'Groups' tab in the navigation bar. The interface includes a header with the Mendeley logo, a welcome message for 'Indra Lamoot', and a 'My Account' dropdown. The navigation bar contains tabs for 'Dashboard', 'My Library', 'Papers', 'Groups', and 'People'. The 'Groups' tab is active, displaying a search bar and a list of groups. A 'Create a new group' button is visible. The 'My groups' section lists groups owned or administered by the user, including 'Datasets', 'ESSP Research Notes', 'ESSP Working Papers', and 'Manuals'. The 'Browse disciplines' section lists various academic fields.

Research groups | Easily share a research library | Me...

WELCOME back Indra Lamoot

My Account Upgrade

Invite colleagues / Support

Dashboard My Library Papers **Groups** People

Groups

In this catalog: 59,057 public groups

Create a new group

Search groups...

eg: Social networks

Search groups in your area of interest, share papers and start collaborating either publicly or privately.

My groups

Groups I own or can administer

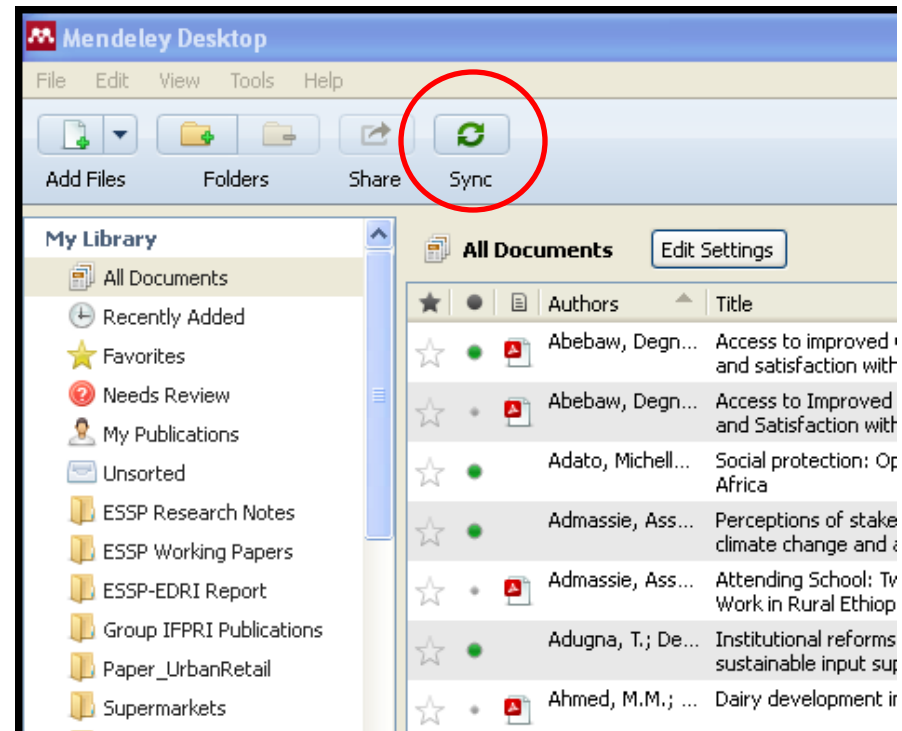
Group Name	Group settings	Papers	Members
Datasets	Group settings	3 papers	1 member
ESSP Research Notes	Group settings	18 papers	2 members
ESSP Working Papers	Group settings	47 papers	2 members
Manuals	Group settings	4 papers	2 members

Browse disciplines

- Arts and Literature
- Astronomy / Astrophysics / Space Science
- Biological Sciences
- Business Administration
- Chemistry
- Computer and Information Science
- Design
- Earth Sciences
- Economics
- Education
- Electrical and Electronic Engineering
- Engineering
- Environmental Sciences
- Humanities
- Law
- Linguistics

Online - offline

If you have made changes to your database via the online version, you should **synchronize** your desktop database with the online version.



There is a lot more...
But I hope this gives you a good start!

Thank you

Useful information

Useful links:

The Mendeley Support Team. 2011. *Getting Started with Mendeley*. Mendeley Desktop. London: Mendeley Ltd.
Available in your Library when downloaded.

<http://blog.mendeley.com/>