


Using Zotero on the library laptops

- 1) If you haven't already, open Chrome 
 - 2) DOWNLOAD the **Zotero Chrome Connector**:
 - a. Go to www.zotero.org/download
 - b. Click on the **Install Chrome Connector** button
 - c. Click on the **Add to Chrome** button
 - d. Click on **Add Extension**
 - e. **DON'T** click on the **Turn on Sync** button, just close that pop-up
 - 3) Create an account:
 - a. Go to www.zotero.org
 - b. Click on **Login**
 - c. Click on **Register for a free account**
 - d. Fill out the required info and click on **Register**
 - e. At the completed registration page, click on **Login to your account**
 - 4) Leave the Zotero tab open and go back to searching for articles using another tab
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- 5) The first time you save citations:
 - a. After you click on the FOLDER icon, you will be prompted:
Is Zotero Running?
 - b. Click on **Enable Saving to Online Library**
 - c. After you select the citations you want and click on OK, you will be prompted with a NEW window:
New Private Key
An application would like to connect to your account
--just click on **Accept Defaults**

To see your saved citations:

- 1) Select your Zotero tab (www.zotero.org) - you should already be logged in
- 2) Click on **My Library** (top menu bar)