



استناد مقاله علمی- پژوهشی با استفاده از یک نرم افزار

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چکیده

معلومات این تحقیق در باره سافت‌ویر بنام Zotero می‌باشد؛ که محققان را در قسمت تنظیم استناد مقاله علمی-پژوهشی به شکل اتوماتیک در تحقیق کمک می‌کند؛ که در ابتدا تعریف از این سافت‌ویر و تاریخچه آن را خواهیم داشت. برعلاوه معلومات در قسمت استفاده این سافت‌ویر آنرا مورد بحث گرفتیم. این سافت‌ویر محققان را در جمع‌آوری؛ ترتیب؛ سایت؛ و مشترک ساختن تحقیق و در ضمن در حفظ معلومات و ترتیب و تنظیم مقالات کمک می‌کند و مقالات را در کتابخانه به شکل کاپی و لینک ذخیره می‌کند؛ همراه کاپی‌ها یک کاپی در گزینه معلومات Zotero حفظ می‌شود. Zotero گنجایش ذخیره معلومات را تا 100Mb به شکل رایگان دارد. بعداً کتابخانه و کمک‌های IT به‌طور آنلاین در سرور گنجایش فایل‌های بیشتر را محیا می‌سازد؛ که این کتابخانه در قسمت پیدا کردن منابع کمک کرده و به شکل اتوماتیک کار می‌کند.

اصطلاحات کلیدی: سافت‌ویر؛ زوتیرا؛ ویب‌بروزر؛ انستال؛ برچسب؛ فایرفاکس

Citation Of An Academic Research Paper Through Use Of A Software Asstt. Prof. Somaiya Meer

Abstract

This paper introduces new software of Zotero to help researchers to use that for easy citation; there is definition and history of this software, information about how to install and use. There is information on how to cite. this software helps all researchers to collect; organize; cite; and share research and can also be used for managaing files; to item metadata; notes; and tags. Files can be added to your Zotero library as copies or links. The copies of the original files are stored in the Zotero data directory. Zotero allows you to store files up to 100Mb for free. Then library and IT services provide an online services provide an online secure server for you to store more files. The library may help you to set your preferences.

Keywords: Software; Zotero; Web browser; Install; Tags; Firefox.

ارجاع

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Introduction

There is a close link between language and technology; in recent methods people learn a language by use of technology. On the other hand; for doing research there are many options to follow such as citation inside the text and in the reference which is called in-text-citation and bibliography; and there are different styles like MLA; APA; Chicago Manual of Style and many others (Rocheleau, 2014). For that reason it is found a close relation between research in English language and the use of that software as a tool to make the researchers investigation easy and organized. Every day in the world of technology there are new options and facilities which makes human responsibilities easier and challenging. The software that is going to be introduced is the Zotero software; which is free and open source software; powerful; easy-to use research tool that helps to gather and organize citations and sources as PDFs.

According to Rosezweign (2012) the Zotero's software enables you to organize your research, create bibliographies and insert citations or footnotes in your research paper. This paper will introduce participants to the main functions of Zotero and will include a hands-on component. You can download Zotero anywhere. You can bring along your personal laptop, or you can use one of the computers of the computer labs. As Zotero helps to collect, organize, cite, and share the research sources. It is also a free bibliographic manager that is usable with the Firefox web browser. You can download Zotero either for Firefox, or in a standalone version that allows you to use Zotero with other web browsers.

Zotero (Zoh-Tair-oh) is an easy-to-use tool to facilitate the data's collection; organization; citations; and contribution in the research sources. It lives right where you do your work-in the web browser itself. Zotero is a US project of Roy Rosenzweig Center for History and New Media. It is funded by Andrew W. Mellon Foundation; the Institute of Museum and Library Services; and the Alfred P. Sloan Foundation. In addition; to item metadata; notes; and tags; Zotero can also be used for managing files. Files can be added to your Zotero library as either copies or links. With copies; a copy of the original file is stored in the Zotero data directory. Zotero allows you to store files up to 100Mb for free. Then the library and IT services provide an online secure you to store

more files. The library may help you to set your preferences (Rosezweign, 2012). George Mason University Library moving to Zotero.

How to Install Zotero

To install Zotero; you need to go to Zotero.org with Firefox and click the red "Download Now" button. There are two versions of Zotero: Zotero for Firefox and Zotero Standalone. It is better to use Zotero for Firefox as it enables you to use an institutional proxy to access the library's electronic resources (Laura, 2012). The first time you are using an institutional proxy to access a particular site Zotero will detect it and ask if you want to remember it in the future. If you agree; Zotero will automatically use the proxy for matching URLs in the future. You should be routed through the proxy login site if you're not already logged in; then you can access the database as you normally would (Rosezweign, 2012). George Mason University Library moving to Zotero.

Option 1: Zotero for Firefox

It's an extension for the Firefox web-browser. It runs in its own window within Firefox; separately from web pages.

1. Click the "Zotero 4.0. for Firefox" link. Click the "Allow" button in the top right; then "install". Don't restart yet.
2. Click "Zotero word processor plugins". Click "Allow"; "Install"; and restart Firefox when prompted.
3. In the upper right corner of your Firefox windows you'll see a Z button. Click it to view or hide your "library" of saved citations. Zotero continues to run when Firefox is open; whether or not you are viewing your library.

Option 2: Zotero Standalone

This version works with Google Chrome and Safari.

1. Download and install Zotero Standalone for your operating system (double-click the download file).
2. Click the Zotero Connector link for your browser (Chrome or Safari). Click Continue and install (Chrome or Open and Install (Safari)).
3. You'll see a Zotero icon on your desktop open it to run Zotero. Word processor plugins for Word and LibreOffice/OpenOffice are bundled with standalone Zotero. To use Zotero Standalone with Firefox; install

Zotero 4.0 for Firefox. It will automatically switch into connector mode when Zotero Standalone is opened. Zotero for Firefox and Zotero Standalone work the same. You can install both versions on the same computer (Rosezweign, 2012). George Mason University Library moving to Zotero.

Zotero Appearance: Zotero is divided into three columns. Items (bibliographic references) appear in the center column. The metadata for that item is in the right column. This includes titles; authors; publishers; dates; and any other data needed to cite the item. The left column includes "My Library"; which contains all items. This column allows you to organize your references; by creating collections; sub-collections; etc.

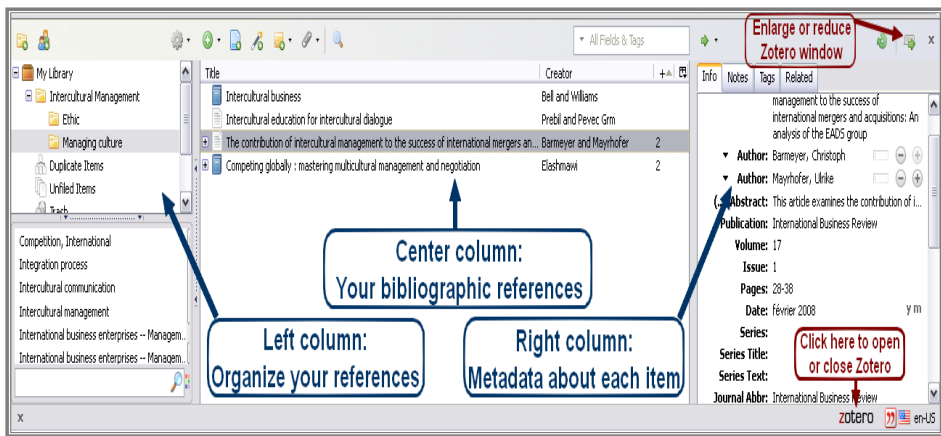


Figure 1: Zotero is divided into three columns. Source: <http://www.zotero.org>

1. Saving Citation:

A single click to save bibliographic information whenever Zotero recognizes a source on a web page you view; it will display a "save icon" in the address bar of your Firefox browser:



Figure 2: How to save a citation in Zotero Source: <http://www.zotero.org>

The icon changes; depending on the type of source Zotero detects (article; book; thesis; etc.).

Example 1: When you're looking at a record for a book reference in an online library catalog (Sudoc; Worldcat; Library of Congress; etc.) (Jason, 2011). You'll often find a book icon in the address bar of your browser. When you click on this book icon; Zotero will save all of the bibliographic information about that book to your library; in a newly created "book" item.



Figure 3: Book icon in Zotero Source: <http://www.zotero.org>

- Go to Amazon.com
- Type you keywords
- Click any book

Click the book icon to save its bibliographic information. This process is the same for a library catalog an academic database a newspaper or blog... You may save information about all kind of documents (books; articles; videos; thesis...).

Example 2: When you find an article on one of the library databases (i.e. Business Source Complete; JSTOR; Science Direct...) and you want to save its bibliographic information you just need to click on "Article" icon.



Figure 4: Article icon in Zotero Source: <http://www.zotero.org>

Zotero will save all of the bibliographic information about that article into your library

- Go to Business Source Complete-advanced search
- Type your keywords
- Select any article

- Click the "article" icon to save it into your Zotero. It will save a snapshot of the page. It will also save the PDF of the article; if it is available.

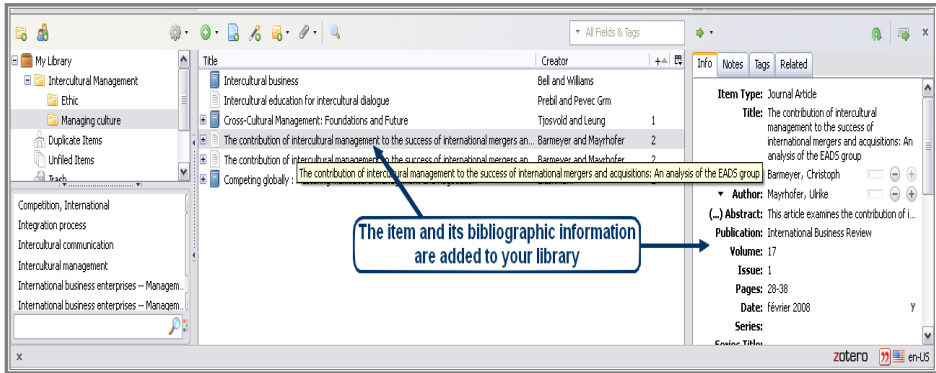


Figure 5: Bibliographic information about an article Source: <http://www.zotero.org>

2. Tips about attached PDFs

- You can set your preferences so that Zotero will automatically save article PDFs: simply check Automatically attach associated PDFs and other files when saving items in your preference.
- Article PDFs saved from databases often have cryptic filenames: right-click it and select rename file from parent metadata. You will then be able to recognize your attachments easily.
- If you sync your library; these PDFs will take up storage space in your server quota. You can disable attachment syncing in your preferences; in the sync tab.
- Right clicking any stored attachment in the library allows you to view it or to open the folder on your hard drive that contains the attachment.

Saving multiple citations at one

When Zotero detects one or more sources on a web page you're visiting. It shows a folder icon. When you click the folder; it will display a dialog box; asking you to choose with items you wish to save (Rosezweign, 2012). George Mason University Library moving to Zotero.

Example: Bernard Garrette Publications

- Create a "Bernard Garrette" folder in your Zotero.
- Select "Bernard Garrette" folder.

- Go to the multi-source searcher.
- Type “Bernard Garrette” and select “author”.
- Results
- Click the folder icon and select the relevant documents.
- Save it to your Zotero in your Garrette folder.

3. How to edit its bibliographic information

You can view and edit its bibliographic information via the Info tab of the right column most fields can be clicked and edited. Changes are saved automatically as they are made. Some fields have special features Example:

a) Names: Each item can have zero or more creators; of different types; such as authors; editors; etc. Zotero automatically impact those metadata from the catalog or database. You make some changes; though.

- To change the creator type; click the creator field label e.g. “Author”.
- A creator can be deleted by clicking the minus button at the end of the creator field; and additional creator fields can be added by clicking the plus button at the end of the last creator field.
- Creators can be reordered by clicking a creator field label and selecting “Move up” or “Move Down”.
- Each name field can be toggled between single and two field modes by clicking the “Switch to single field”/ “Switch to two fields” buttons at the end of the creator field. Single field mode should be used for institutions (e.g; when the author is company); while two field mode (last name; first name) should be used for personal names.

b) Journal Abbreviations: Journal articles are often cited with the abbreviated journal title. Zotero stores the journal title and journal title abbreviation in separate fields. (Publication and Journal Abbr; respectively). We recommend that you store title abbreviations in your Zotero library with full stops Zotero can then reliably strip out the full stops in rendered bibliographies when the chosen citation style call for it.

c) Titles: In English; titles are typically either Title Cased or Sentence cased. We recommend that you store titles in your Zotero library in sentence case Zotero can then reliably convert titles to Title Case in rendered bibliographies when the chosen citation style calls for it. to help with changing the case of titles; the title fields (e.g. Title; Publication; Series; Title; Short Title for “Journal Article” item type)

can be right-clicked. This shows the “Transform Text” menu; with options to convert the title to either “Title Case” or “Sentence Case”. Zotero does not recognize proper nouns; and transformed titles should always be checked for capitalization errors.

d) Links: clicking the label of the URL and DOI fields will open up the DOI_resolved URL in your web browser (Breslow et al. 2013).

Creating a Bibliography with Zotero

To create a bibliography or a citations list in Zotero highlight one or more references and then right-click (or control-click on Macs) to select create bibliography from selected items. Then select a citation style for your citation/bibliography format and choose either to create a list of Citations/Notes or a Bibliography (Korn, 2014). Then choose one of the following four ways to create your citation/bibliography:

- Save as RTF will allow you to save the bibliography as a rich text file.
- Save as HTML will allow you to save the bibliography as a HTML file for viewing a web browser. This format will also embed metadata allowing other Zotero users viewing the document to capture bibliographic information.
- Save to Clipboard will allow you to save the bibliography to your clipboard to paste into any text field.
- Print will send your bibliography straight to a printer.

Quick Copy

- Select an item
- Drag and drop it into your word document

Right Click to Create Bibliography

- Select several items
- Right-click it and select create bibliography form selected item
- Choose the style
- Copy to clipboard
- Paste into your document

From your word document

When you installed a Zotero word processor plug-in; it added a Zotero toolbar to your word processor. You can find it under “Add-Ins” (Puckett, 2012) Georgia State University Library; Zotero.

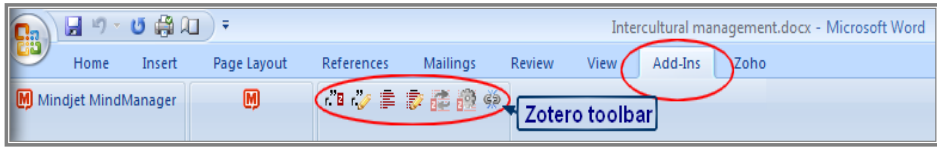


Figure 6: Zotero toolbar Source: <http://www.zotero.org>

To Insert a Citation:

1. Place your cursor in your Word file exactly where you want the citation to appear.
2. Click Zotero insert citation icon. When you click this button for the first time in a new document the (Document Preferences) window opens first. It lets you set the document specific preferences.
3. Start typing part of a title; the last names of one or more authors; and/or a year in the dialog box. Matching items will instantly appear below the dialog box.
4. Select the reference you want to cite and click OK. Zotero will add the citation at your cursor.
5. If you want to customize a citation; i.e. you want to cite a certain part of your item; or you want to add a prefix; etc. Click the Edit citation button.
6. Add see also in the prefix (Rocheleau, 2014).

Inserting and editing your bibliography:

At the end of your paper; click the third button (Insert Bibliography). Your bibliography will appear; and new citation will be added automatically. By default; the bibliography is filled with all the items you have cited in the document. Clicking the Zotero Edit Bibliography button to add additional items to bibliography that you haven't cited; or remove cited items from the bibliography.

You can revert these edits using the "Revert All" button. Change bibliographic styles with the last button on the toolbar (Ser Doc Prefs). You can change here display citations by footnotes or endnotes (Puckett. 2012). Georgia State University Library; Zotero.

Conclusion

As a result I found a close relation between writing a research paper with the use of Zotero as an easy tool and software to cite. In English department the teachers and students are busy with doing research for their promotion and graduation (Sangeeta et al, 2011). And they suffered to collect data, save data, and cite data as an in-text citation and bibliography. But after that, through the use Zotero they can develop an academic research paper; they can save the data and organize their data automatically. As a result, Zotero is an effective tool for all fields of study and effective for writing an academic research papers.

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