



REFERENCE MANAGEMENT WITH MENDELEY

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WHAT IS MENDELEY?

The Mendeley reference management application can streamline your proposal development workflow.

A few reasons to consider using Mendeley –

- Create a Mendeley account for free.
- Build, organize and store references in one library.
- Make notes and annotations in your references.
- Seamlessly insert and edit citations and bibliographies in Microsoft Word.
- Create shared groups to collaborate with others on the team.

Note - The free account gives users 2GB of personal space and 100MB shared storage across all groups. Users can create and own 5 private groups with up to 25 members in each group.



OTHER REFERENCE MANAGEMENT TOOLS

You can also consider other reference management tools like Zotero and EndNote.

- Zotero and EndNote have many of the same features as Mendeley. All three allow users to store references, insert citations in MS word, and automatically generate bibliography in popular citation styles.
- **Zotero** has more customization features, compatibility with Google Docs, and unlimited groups, but some limitations are its user interface and limited cloud storage (300 MB) in the free version.
- **EndNote** has been around longer than Mendeley and Zotero, and the current version EndNote 20 offers many advanced features, but subscription is necessary to use this tool.

Most importantly, any reference management tool is preferable over manual entry of citations and bibliography during proposal preparation.



WHY OPD RECOMMENDS MENDELEY?

The Office of Proposal Development (OPD) works on large-scale proposals which involve teams within Illinois and also external collaborators and partners.

We highly recommend Mendeley to all the teams working with us. This is why -

- Using Mendeley a team can create a shared reference library to work collaboratively.
- Up to 25 collaborators and partners within and outside Illinois can be invited to each shared library.
- Any member can add references to the shared reference library, and these references can be accessed and edited by others on the team.
- Mendeley automatically updates citation numbers and bibliography as the team edits the document.
- Mendeley offers a variety of citation styles and allows seamless transition between them at any stage.
- This reference management resource save times and reduces chances of errors.



OUTLINE

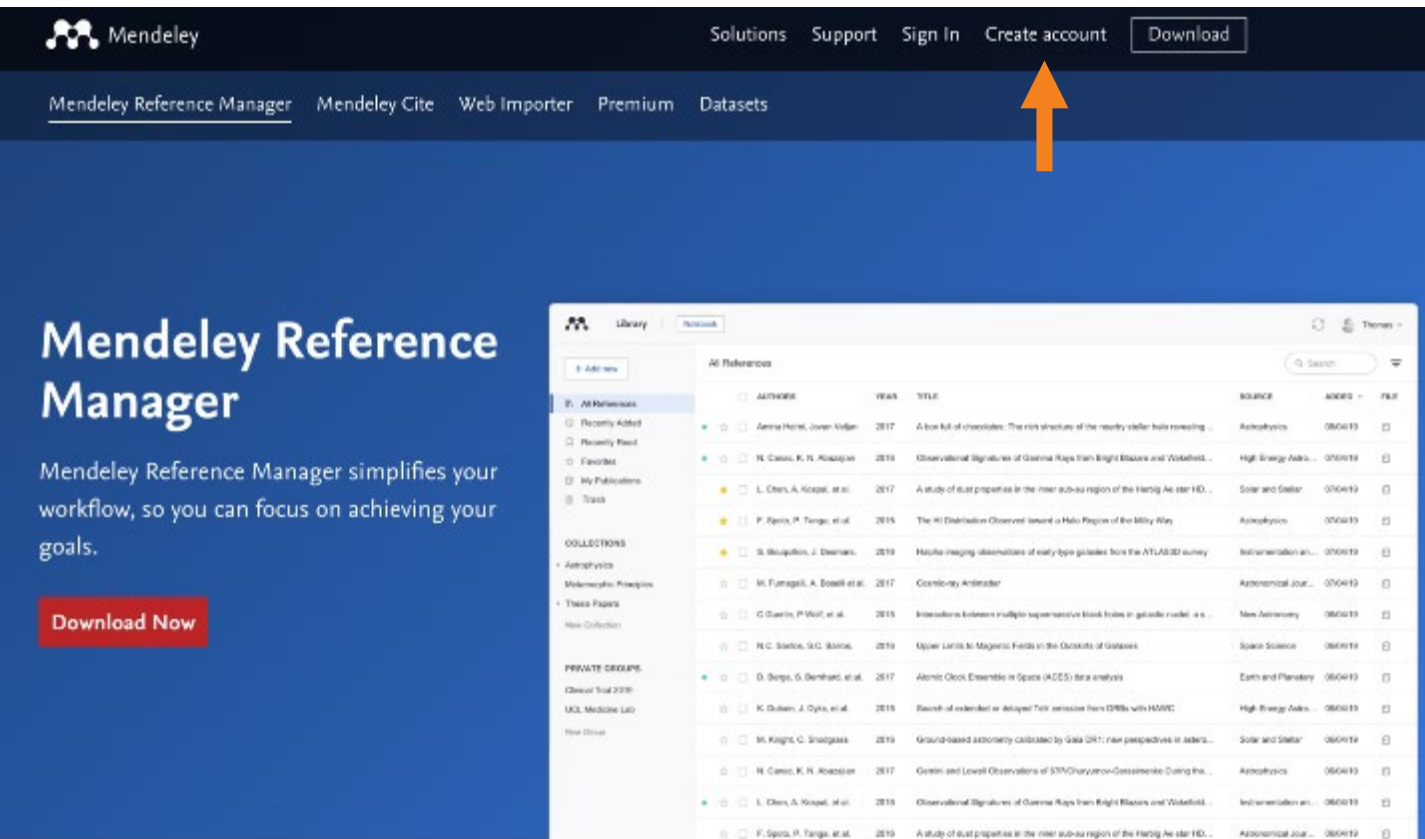
- 1) Setting up a Mendeley account
- 2) An overview of Mendeley Reference Manager
- 3) An overview of Mendeley Gte
- 4) Building a reference library using Mendeley
- 5) How to insert citations and generate bibliography
- 6) An overview of citation styles and resources
- 7) Troubleshooting some common glitches
- 8) Other Mendeley resources

Part 1 - Setting up a Mendeley account



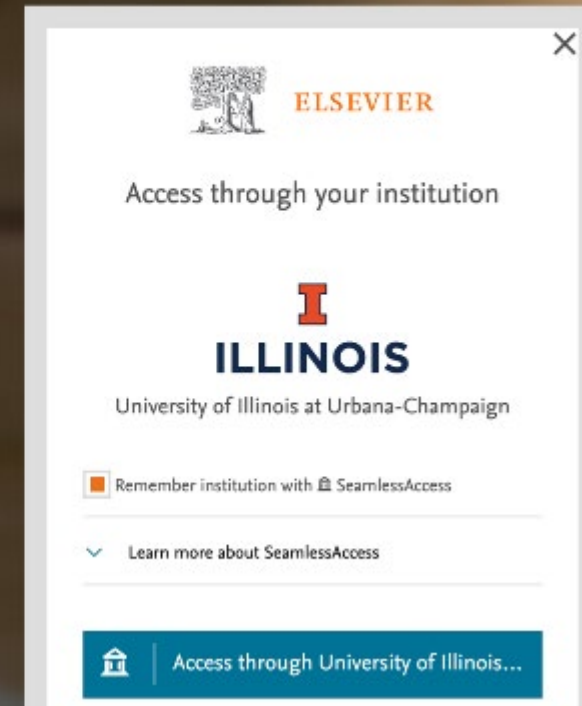
SETTING UP A MENDELEY ACCOUNT

1. Go to the Mendeley website – <https://www.mendeley.com/reference-management/reference-manager>
2. Click on the 'Create account' tab
3. You can sign up with your Illinois or personal email.



The screenshot shows the Mendeley Reference Manager website. The top navigation bar includes the Mendeley logo, 'Solutions', 'Support', 'Sign In', 'Create account', and 'Download'. Below this, a secondary navigation bar lists 'Mendeley Reference Manager', 'Mendeley Cite', 'Web Importer', 'Premium', and 'Datasets'. The main content area features a large blue banner with the text 'Mendeley Reference Manager' and a 'Download Now' button. To the right, a table of references is displayed with columns for 'AUTHOR', 'YEAR', 'TITLE', 'SOURCE', 'ACCESS', and 'FILE'. An orange arrow points to the 'Create account' button in the top navigation bar.

AUTHOR	YEAR	TITLE	SOURCE	ACCESS	FILE
Azma Hani, Jovan Vidan	2017	A box full of chocolates: The rich structure of the nearby stellar halo revealed...	Astrophysics	080419	
N. Casati, K. N. Abazajian	2018	Observational Signatures of Gamma Rays from Bright Blazars and Wakefields...	High Energy Astri...	070419	
L. Chen, A. Kozlov, et al.	2017	A study of dust properties in the inner sub-au region of the Herbig Ae star HD...	Solar and Stellar	070419	
F. Spoto, P. Tanga, et al.	2019	The HI Distribution Observed toward a Main Region of the Milky Way	Astrophysics	070419	
S. Bouquillon, J. Deboer	2019	Radio imaging observations of early-type galaxies from the ATLAS3D survey	Instrumentation an...	070419	
M. Farnaggi, A. Boselli et al.	2017	Cosmic-ray Accelerator	Astronomical Jour...	070419	
J. G. Garrin, P. Wolf, et al.	2018	Interactions between multiple supermassive black holes in galaxy nuclei: a s...	New Astronomy	060419	
N. C. Santos, S. C. Batista	2019	Upper Limits to Magnetic Fields in the Outskirts of Galaxies	Space Science	060419	
D. Burgin, G. Benford, et al.	2017	Atomic Clock Ensemble in Space (ACES) Data Analysis	Earth and Planetary	060419	
K. Dabben, J. Dyer, et al.	2018	Search of extended or delayed TeV emission from DRPs with HAWC	High Energy Astri...	060419	
M. Knight, C. Snodgrass	2019	Ground-based astronomy calibrated by Gaia DR1: new perspectives in aster...	Solar and Stellar	060419	
N. Casati, K. N. Abazajian	2017	GeV and Low-GeV Observations of ST07Quasars-Gemini/Gemini During the...	Astrophysics	060419	
L. Chen, A. Kozlov, et al.	2018	Observational Signatures of Gamma Rays from Bright Blazars and Wakefields...	Instrumentation an...	060419	
F. Spoto, P. Tanga, et al.	2019	A study of dust properties in the inner sub-au region of the Herbig Ae star HD...	Astronomical Jour...	060419	

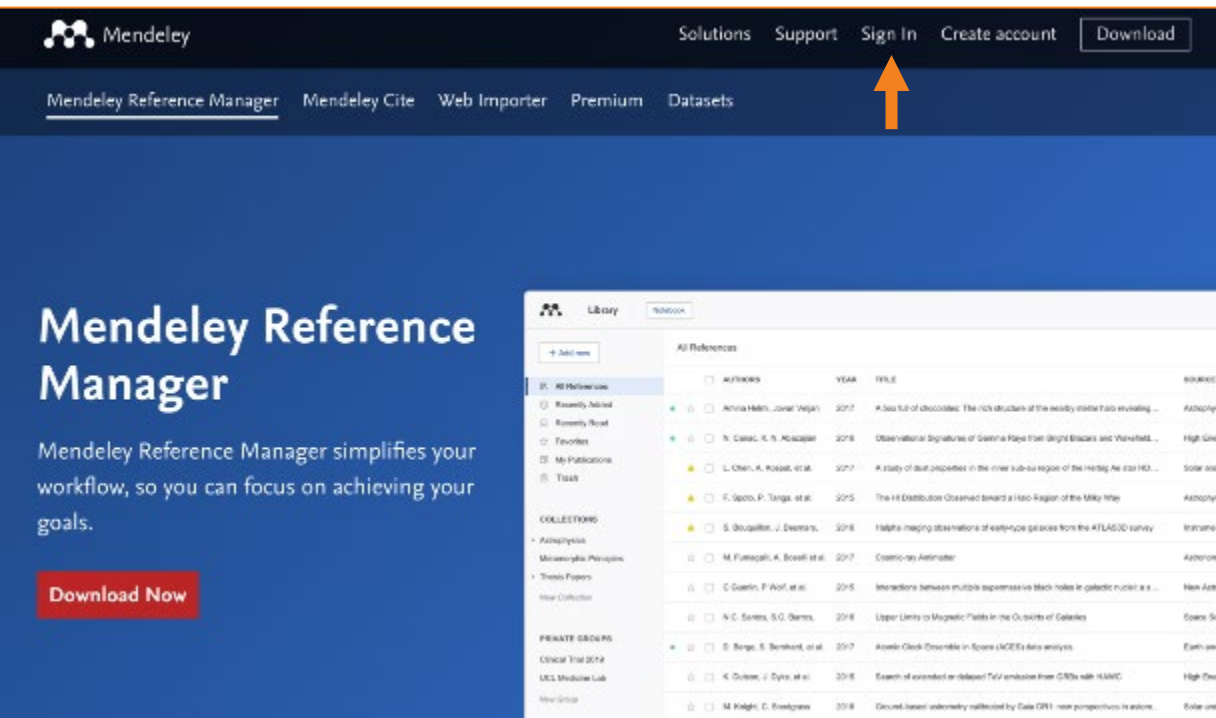


The screenshot shows a login overlay from Elsevier. It features the Elsevier logo and the text 'Access through your institution'. Below this, the University of Illinois logo is displayed, along with the text 'University of Illinois at Urbana-Champaign'. There is a checkbox labeled 'Remember institution with SeamlessAccess' and a link to 'Learn more about SeamlessAccess'. At the bottom, there is a button that says 'Access through University of Illinois...'. The overlay has a close button in the top right corner.



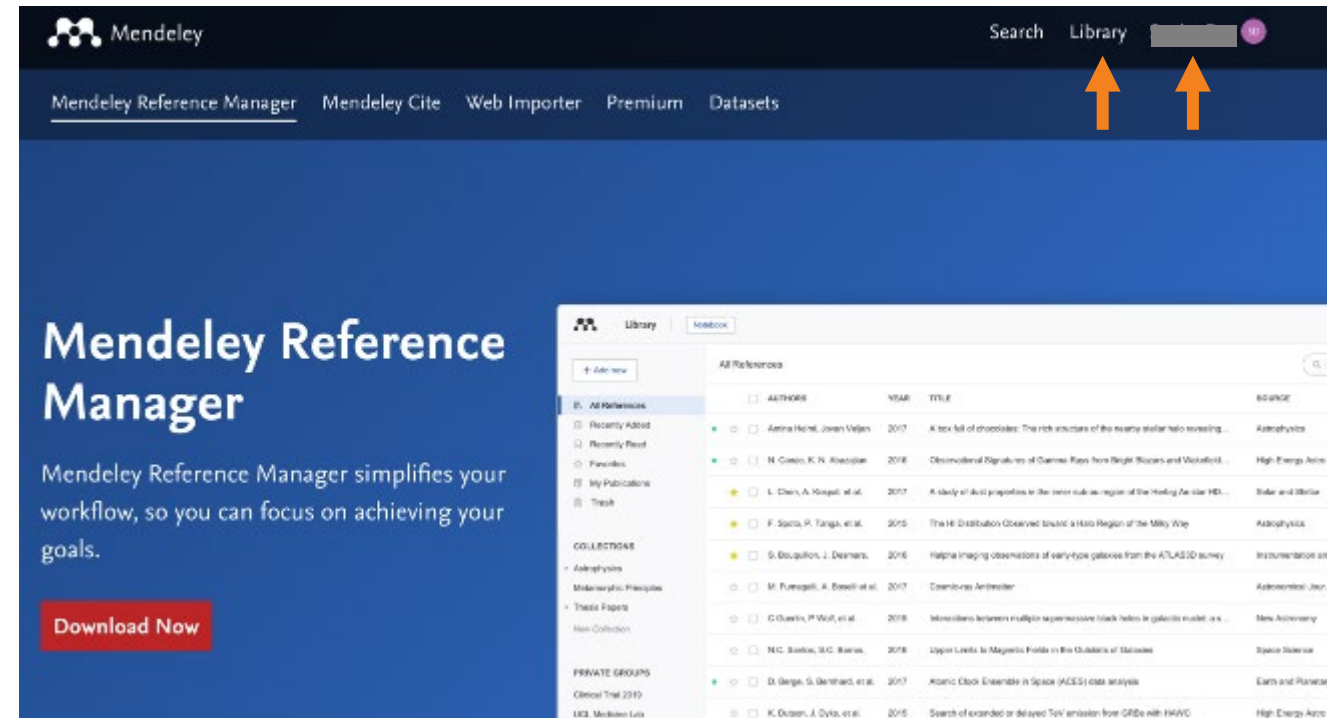
SETTING UP A MENDELEY ACCOUNT

4. Once the account is created you can sign in to view your Mendeley profile and Library (top-right).



The screenshot shows the Mendeley website's navigation bar. The 'Sign In' link is highlighted with an orange arrow. Below the navigation bar, the 'Mendeley Reference Manager' section is visible, featuring a 'Download Now' button and a list of references in a table format.

AUTHORS	YEAR	TITLE	SOURCE
Ahmed Hamed, Jovan Veljan	2017	A box full of chocolate: The rich structure of the nearby stellar halo revealed ...	Astronomy
N. Casati, K. N. Abdo	2018	Observational Signatures of Gamma Rays from Bright Blazars and Wdarsfeld ...	High Energy
L. Chen, A. Kogut, et al.	2017	A study of dust properties in the inner sub-mm region of the Herbig Ae star HD ...	Stellar and
F. Spoto, P. Tanga, et al.	2015	The HI Distribution Observed toward a Halo Region of the Milky Way	Astronomy
S. Bouquillon, J. Dehaene	2016	Galpa imaging observations of early-type galaxies from the ATLAS3D survey	Instruments
M. Pataigali, A. Boselli et al.	2017	Cosmic-ray Antineutrino	Astronomy
C. Quenin, P. Wolf, et al.	2018	Interactions between multiple supermassive black holes in galactic nuclei: a ...	New Astro
N.C. Santos, S.G. Barro	2018	Upper Limits to Magnetic Fields in the Outskirts of Galaxies	Space Sci
D. Serge, S. Berthod, et al.	2017	Atomic Clock Ensemble in Space (ACES) data analysis	Earth and
K. Ooster, J. Dyer, et al.	2018	Search of expanded or delayed TeV emission from GRBs with HAWC	High Energy
M. Knight, C. Evered	2018	Ground-based astronomy realized by Gale CR1: new perspectives in astron...	Stellar and



The screenshot shows the Mendeley website's navigation bar. The 'Library' and 'Search' links are highlighted with orange arrows. Below the navigation bar, the 'Mendeley Reference Manager' section is visible, featuring a 'Download Now' button and a list of references in a table format.

AUTHORS	YEAR	TITLE	SOURCE
Ahmed Hamed, Jovan Veljan	2017	A box full of chocolate: The rich structure of the nearby stellar halo revealed ...	Astronomy
N. Casati, K. N. Abdo	2018	Observational Signatures of Gamma Rays from Bright Blazars and Wdarsfeld ...	High Energy
L. Chen, A. Kogut, et al.	2017	A study of dust properties in the inner sub-mm region of the Herbig Ae star HD ...	Stellar and
F. Spoto, P. Tanga, et al.	2015	The HI Distribution Observed toward a Halo Region of the Milky Way	Astronomy
S. Bouquillon, J. Dehaene	2016	Galpa imaging observations of early-type galaxies from the ATLAS3D survey	Instruments
M. Pataigali, A. Boselli et al.	2017	Cosmic-ray Antineutrino	Astronomy
C. Quenin, P. Wolf, et al.	2018	Interactions between multiple supermassive black holes in galactic nuclei: a ...	New Astro
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D. Serge, S. Berthod, et al.	2017	Atomic Clock Ensemble in Space (ACES) data analysis	Earth and
K. Ooster, J. Dyer, et al.	2018	Search of expanded or delayed TeV emission from GRBs with HAWC	High Energy



SETTING UP A MENDELEY ACCOUNT

5. The Mendeley Reference Management system has three main components–

- **Mendeley Reference Manager** (desktop/browser version)
- **Mendeley Cite** (MS word add-in)
- **Web Importer** (Google chrome extension)

Each one will be discussed separately in the coming slides.

The screenshot displays the Mendeley website interface. At the top, the Mendeley logo is on the left, and 'Search' and 'Library' are on the right. Below the logo, a navigation bar contains 'Mendeley Reference Manager', 'Mendeley Cite', 'Web Importer', 'Premium', and 'Datasets'. Three orange arrows point to 'Mendeley Reference Manager', 'Mendeley Cite', and 'Web Importer'. The main content area features a large heading 'Mendeley Reference Manager' and a sub-heading 'Mendeley Reference Manager simplifies your workflow, so you can focus on achieving your goals.' Below this is a red 'Download Now' button. To the right, a 'Library' sidebar shows a list of references with columns for 'AUTHORS', 'YEAR', and 'TITLE'. The references listed include:

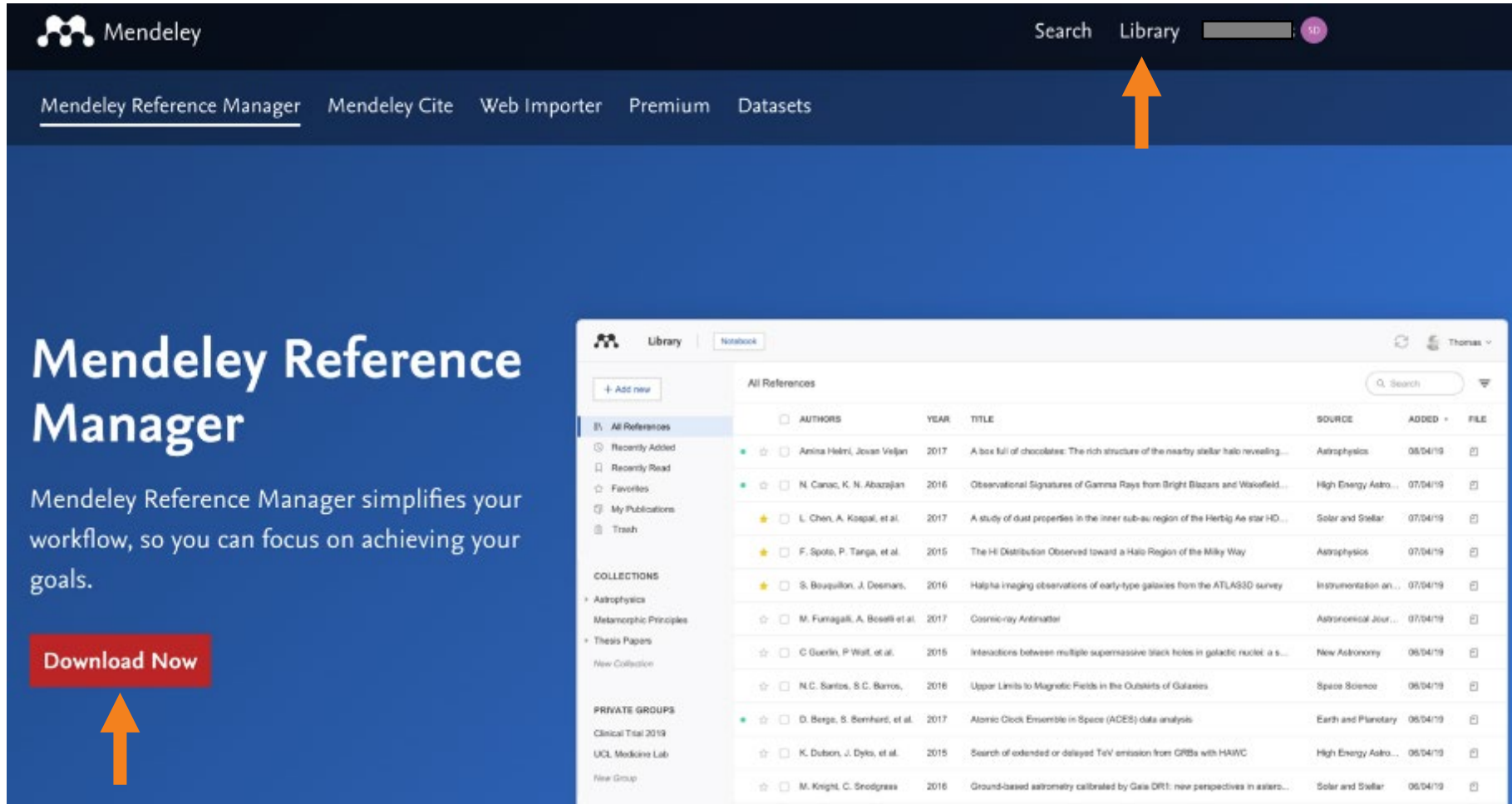
AUTHORS	YEAR	TITLE
Arena-Helini, Jovan Veljan	2017	A box full of chocolates: The rich structure of the nearby stellar halo revealing...
N. Canac, K. N. Abazajian	2016	Observational Signatures of Gamma Rays from Bright Blazars and Wakefield...
L. Chen, A. Koopal, et al.	2017	A study of dust properties in the inner sub-au region of the Herbig Ae star HD...
F. Spina, P. Tanga, et al.	2015	The HI Distribution Observed toward a Halo Region of the Milky Way
S. Bouquillon, J. Desmaris	2016	High-z imaging observations of early-type galaxies from the ATLAS3D survey
M. Pomagali, A. Boselli et al.	2017	Cosmic-ray Anisotropy
C. Guerin, P. Wolf, et al.	2015	Interactions between multiple supermassive black holes in galactic nuclei: a s...
N.C. Santos, S.C. Barros	2016	Upper Limits to Magnetic Fields in the Outskirts of Galaxies
D. Berge, S. Bernhard, et al.	2017	Asteroseismic Clock Ensemble in Space (ACES) data analysis
K. Dutton, J. Dyke, et al.	2015	Search of extended or delayed TeV emission from GRBs with HAWC
M. Knight, C. Snodgrass	2016	Ground-based astrometry calibrated by Gaia DR1: new perspectives in astero...

Part 2 – An Overview of Mendeley Reference Manager



MENDELEY REFERENCE MANAGER

1. Desktop and web-browser versions of the reference manager are available.
 - To access to the web-browser version click on Library.
 - To get the desktop version click on Download Now.



The screenshot displays the Mendeley Reference Manager web interface. At the top, the Mendeley logo is on the left, and 'Search' and 'Library' are on the right. Below the navigation bar, a blue banner contains the text 'Mendeley Reference Manager' and 'Mendeley Reference Manager simplifies your workflow, so you can focus on achieving your goals.' A red 'Download Now' button is positioned at the bottom left of the banner. An inset window shows the 'Library' view, which includes a sidebar with navigation options like 'All References', 'Recently Added', and 'Collections'. The main area displays a table of references with columns for 'AUTHORS', 'YEAR', 'TITLE', 'SOURCE', 'ADDED', and 'FILE'.

AUTHORS	YEAR	TITLE	SOURCE	ADDED	FILE
Anisa Helmi, Jovan Vešjan	2017	A box full of chocolates: The rich structure of the nearby stellar halo revealing...	Astrophysics	08/04/19	
N. Carac, K. N. Abazajian	2016	Observational Signatures of Gamma Rays from Bright Blazars and Wakefield...	High Energy Astro...	07/04/19	
L. Chen, A. Kozlowski, et al.	2017	A study of dust properties in the inner sub-au region of the Herbig Ae star HD...	Solar and Stellar	07/04/19	
F. Spoto, P. Tanga, et al.	2015	The HI Distribution Observed toward a Halo Region of the Milky Way	Astrophysics	07/04/19	
S. Bourquillon, J. Deaman,	2016	Halpha imaging observations of early-type galaxies from the ATLAS3D survey	Instrumentation on...	07/04/19	
M. Furnagali, A. Boselli et al.	2017	Cosmic-ray Antineutrino	Astronomical Jour...	07/04/19	
C. Guerin, P. Wolf, et al.	2015	Interactions between multiple supermassive black holes in galactic nuclei: a s...	New Astronomy	06/04/19	
N.C. Santos, S.C. Barros,	2016	Upper Limits to Magnetic Fields in the Outskirts of Galaxies	Space Science	06/04/19	
D. Berge, S. Bernhard, et al.	2017	Atomic Clock Ensemble in Space (ACES) data analysis	Earth and Planetary	06/04/19	
K. Dubon, J. Dyles, et al.	2015	Search of extended or delayed TeV emission from GRBs with HAWC	High Energy Astro...	06/04/19	
M. Knight, C. Snodgrass	2016	Ground-based astrometry calibrated by Gaia DR1: new perspectives in astero...	Solar and Stellar	06/04/19	

MENDELEY REFERENCE MANAGER - LIBRARY

2. Once you are in the library you can navigate and view your references under categories like - All References, Recently Added, Collections and Groups (left panel).

The screenshot shows the Mendeley Reference Manager Library interface. The left sidebar contains navigation options: '+Add new', 'All References', 'Recently Added', 'Recently Read', 'Favorites', 'My Publications', 'Trash', 'COLLECTIONS', and 'GROUPS'. The main area displays a table of references with columns for Authors, Year, Title, Source, Added, and File. Red arrows point to the 'All References', 'COLLECTIONS', and 'GROUPS' categories in the sidebar.

AUTHORS	YEAR	TITLE	SOURCE	ADDED	FILE
Foreign Agricultural Service U.S. Depart...	2022	World Agricultural Supply and Demand Estimates		1/12/2023	
Cosner R, Hynds E, Fusfeld A, Loweth C,...	2007	Integrating Roadmapping into Technical Planning	Research-Technology M	1/11/2023	
McChrystal S, Collins T, Silverman D, Fu...	2015	Team of teams : new rules of engagement for a complex world		1/10/2023	
National Academies of Sciences Enginee...		Enhancing Coordination Between Land-Grant Universities and Col		1/10/2023	
	2020	PTIE Findings: Expanding Promotion and Tenure Guidelines to Inc		1/5/2023	
Bennett M, Gadlin H, Levine-Finley S	2010	Collaboration and Team Science: A Field Guide		1/5/2023	
Levine S	2020	Diversity Confirmed To Boost Innovation And Financial Results	Forbes	1/5/2023	
	2022	Enhancing Coordination and Collaboration Across the Land-Grant		1/5/2023	
Govindarajan V, Trimble C	2013	Beyond the idea : how to execute innovation in any organization		1/5/2023	
Mallaby S	2022	The power law : venture capital and the making of the new future		1/5/2023	

Note – The Group feature of Mendeley is very useful when collaborating on large-scale proposals.



MENDELEY REFERENCE MANAGER - LIBRARY

3. For each reference you can find information about the Authors, Year, Title, Source, Date Added and File.

The screenshot displays the Mendeley Reference Manager Library interface. The left sidebar contains navigation options: '+Add new', 'All References', 'Recently Added', 'Recently Read', 'Favorites', 'My Publications', 'Trash', 'COLLECTIONS', and 'GROUPS'. The main area shows a list of references with the following columns: 'All References', 'AUTHORS', 'YEAR', 'TITLE', 'SOURCE', 'ADDED', and 'FILE'. Red arrows point to each of these column headers. The table contains several rows of references, including 'Foreign Agricultural Service U.S. Depart...', 'Cosner R, Hynds E, Fusfeld A, Loweth C,...', 'McChrystal S, Collins T, Silverman D, Fu...', 'National Academies of Sciences Enginee...', 'PTIE Findings: Expanding Promotion and Tenure Guidelines to Inc', 'Bennett M, Gadlin H, Levine-Finley S', 'Levine S', 'Enhancing Coordination and Collaboration Across the Land-Grant', 'Govindarajan V, Trimble C', 'Mallaby S', and 'Settles I, Jones M, Buchanan N, Brassel S'. The last row has a file icon in the 'FILE' column, which is pointed to by a red arrow.

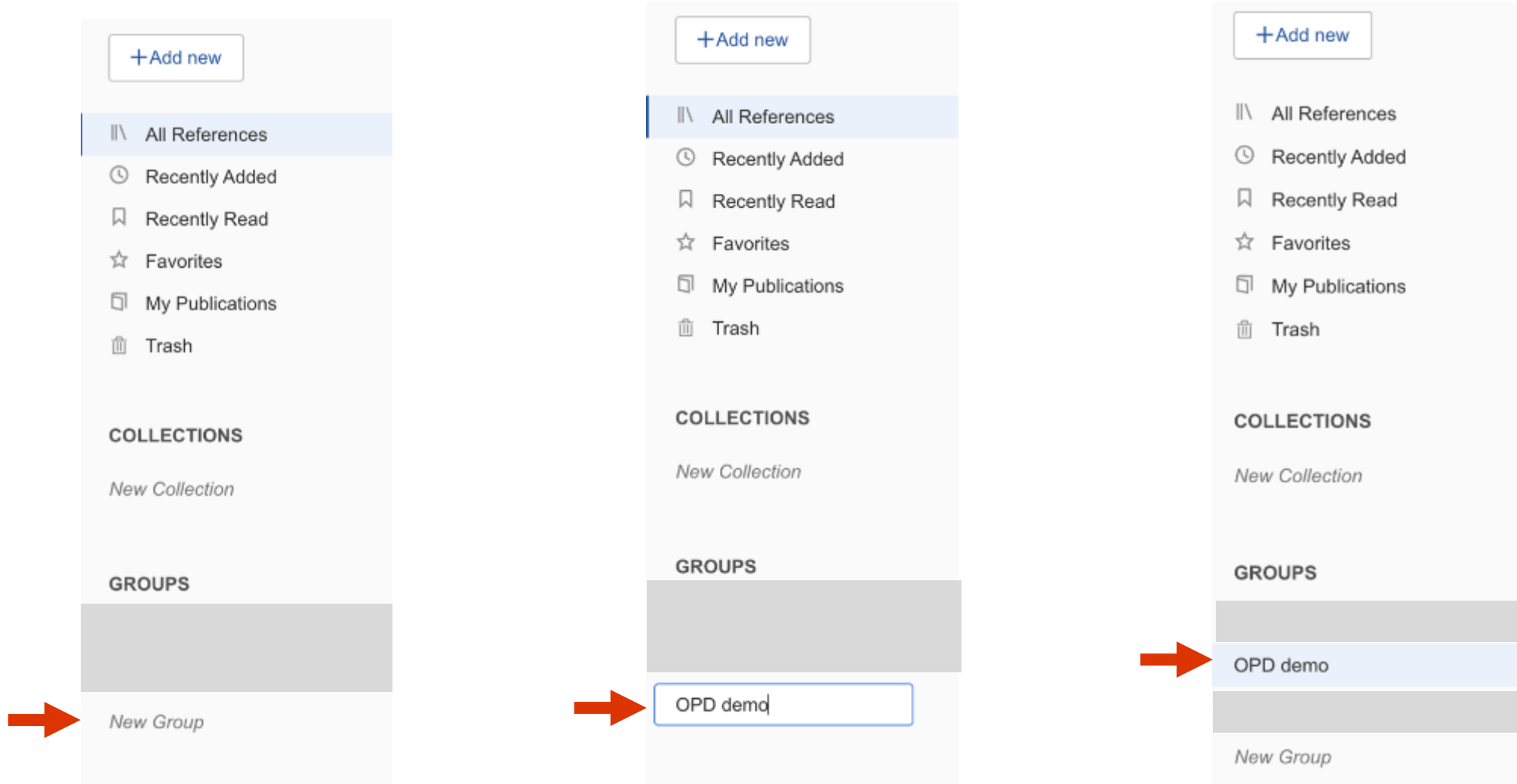
All References	AUTHORS	YEAR	TITLE	SOURCE	ADDED	FILE
<input type="checkbox"/>	Foreign Agricultural Service U.S. Depart...	2022	World Agricultural Supply and Demand Estimates		1/12/2023	
<input type="checkbox"/>	Cosner R, Hynds E, Fusfeld A, Loweth C,...	2007	Integrating Roadmapping into Technical Planning	Research-Technology M	1/11/2023	
<input type="checkbox"/>	McChrystal S, Collins T, Silverman D, Fu...	2015	Team of teams : new rules of engagement for a complex world		1/10/2023	
<input type="checkbox"/>	National Academies of Sciences Enginee...		Enhancing Coordination Between Land-Grant Universities and Col		1/10/2023	
<input type="checkbox"/>		2020	PTIE Findings: Expanding Promotion and Tenure Guidelines to Inc		1/5/2023	
<input type="checkbox"/>	Bennett M, Gadlin H, Levine-Finley S	2010	Collaboration and Team Science: A Field Guide		1/5/2023	
<input type="checkbox"/>	Levine S	2020	Diversity Confirmed To Boost Innovation And Financial Results	Forbes	1/5/2023	
<input type="checkbox"/>		2022	Enhancing Coordination and Collaboration Across the Land-Grant		1/5/2023	
<input type="checkbox"/>	Govindarajan V, Trimble C	2013	Beyond the idea : how to execute innovation in any organization		1/5/2023	
<input type="checkbox"/>	Mallaby S	2022	The power law : venture capital and the making of the new future		1/5/2023	
<input type="checkbox"/>	Settles I, Jones M, Buchanan N, Brassel S	2022	Epistemic Exclusion of Women Faculty and Faculty of Color: Under	The Journal of Higher Ec	10/31/2022	

Note - You will see an icon under File if you upload the document. It is not necessary to upload the document to add citations to MS word.




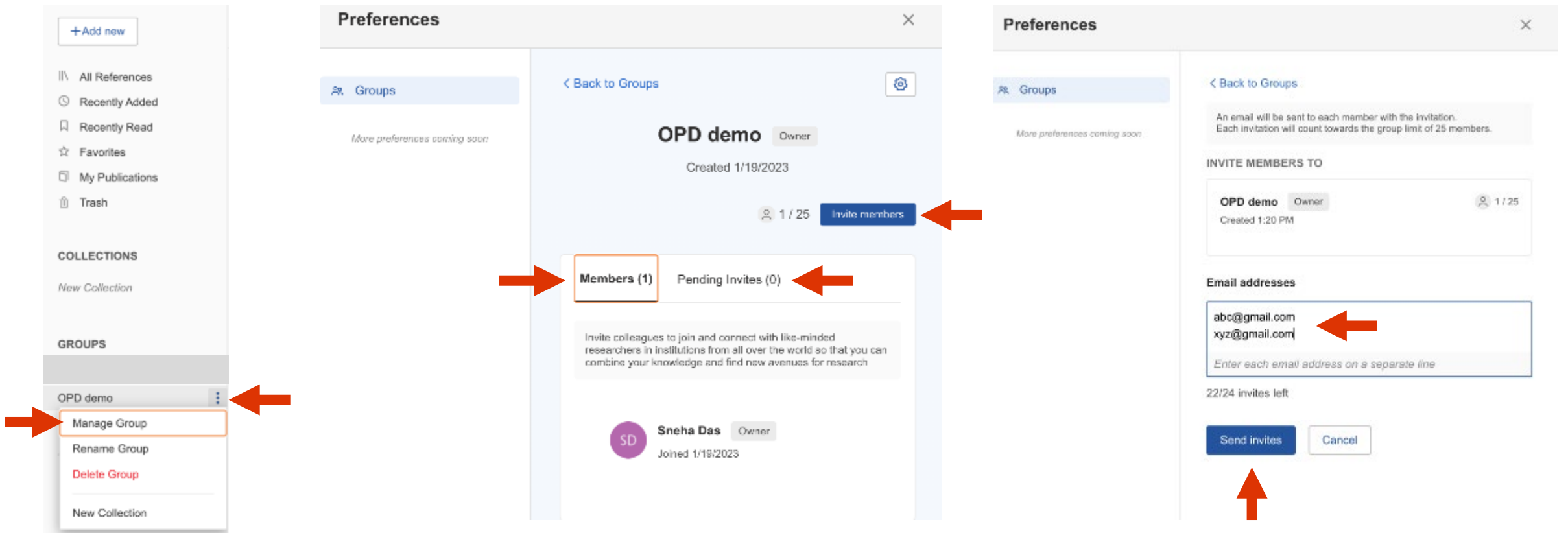
MENDELEY REFERENCE MANAGER - GROUPS

1. To create a new group, simply click on 'New Group' (left panel), type the name and click enter.



MENDELEY REFERENCE MANAGER - GROUPS

2. To invite others to this group, hover on the group name till  pops up. Click on it to view the menu.
3. Click on Manage Group to get to the Preferences window. You can see existing members of the group.
4. To invite new members, click on Invite members and type their email addresses to send invites.



The image illustrates the process of managing a group in Mendeley Reference Manager. It consists of three screenshots:

- Left Screenshot:** Shows the 'GROUPS' section in the sidebar. The 'OPD demo' group is selected, and a dropdown menu is open, highlighting the 'Manage Group' option.
- Middle Screenshot:** Shows the 'Preferences' window for the 'OPD demo' group. The 'Invite members' button is highlighted, and the 'Members (1)' and 'Pending Invites (0)' sections are also highlighted.
- Right Screenshot:** Shows the 'Invite members to' form. The 'Email addresses' field contains 'abc@gmail.com' and 'xyz@gmail.com', and the 'Send invites' button is highlighted.

Note - You can check the status of invitations under 'Pending Invites'.

An aerial photograph of a university campus, overlaid with a semi-transparent blue filter. The image shows various buildings, roads, and green spaces. The text "Part 3 – An Overview of Mendeley Cite" is centered in white.

Part 3 – An Overview of Mendeley Cite



MENDELEY CITE FOR MICROSOFT WORD

Download Mendeley Cite to add references to MS Word.

1. Click on Get Mendeley Cite from the Mendeley website. It will take you to the Microsoft AppSource. Click on – Get it now.

The image displays two screenshots side-by-side. The left screenshot shows the Mendeley website's navigation menu with 'Mendeley Cite' highlighted by a red arrow. Below the menu, a 'Mendeley Cite' window is open, showing a search bar and a list of references, with a red arrow pointing to the 'Get Mendeley Cite' button at the bottom. The right screenshot shows the Microsoft AppSource page for 'Mendeley Cite', with a red arrow pointing to the 'Get it now' button.

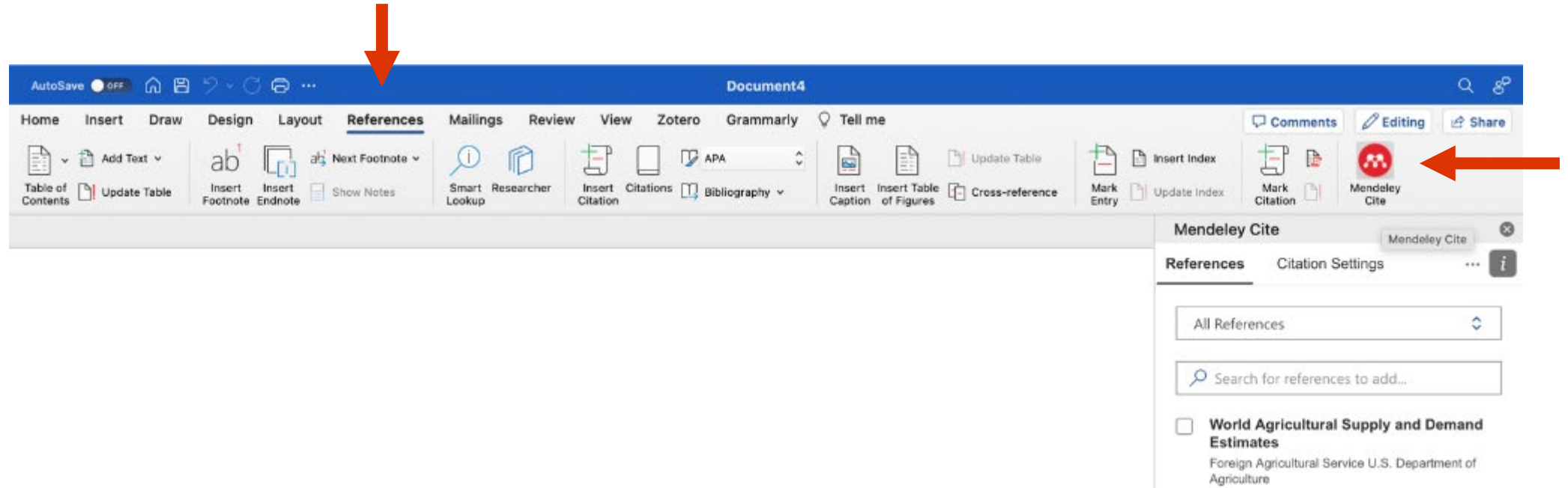
MENDELEY CITE FOR MICROSOFT WORD

2. You will be prompted to open the add-in in MS word. Click on it.
3. A word document will open automatically with instructions for Mendeley Cite.
4. On the right you will find the New Office Add-in panel, Click on Trust this add-in.

The image shows the Mendeley Cite add-in installation process in Microsoft Word. On the left, the 'Mendeley Cite' add-in card is displayed, featuring the Mendeley logo and the text 'ELSEVIER LIMITED'. Below the card, there is a blue button labeled 'Open in Word' with a red arrow pointing to it. The main window shows the 'Launch the add-in' instructions, which state: 'After you install the add-in, you can launch it by choosing the add-in button on the References tab'. Below this, there is a screenshot of the 'References' tab in Microsoft Word, showing the 'Cite with Mendeley' button. The right panel shows the 'New Office Add-in' panel, which includes the Mendeley Cite logo and the text 'ELSEVIER LIMITED'. Below this, there is a warning message: 'This add-in comes from the Office Store and adds new capabilities to Office. If you trust it, it will have access to the contents of any documents where this add-in is included.' At the bottom of the panel, there are two buttons: 'Trust this add-in' (highlighted with a red arrow) and 'See Details'.

MENDELEY CITE FOR MICROSOFT WORD

5. Once all the previous steps are complete, you can access Mendeley Cite under the References tab in a MS word document.



Part 4 – Building a reference library using Mendeley

(5 Methods)



METHOD 1 – JOURNAL ARTICLES WITH AN IDENTIFIER

Identifiers like DOI number, PMID or ArXivID on journal articles make it easier to add references to Mendeley.

1. Copy the identifier (underlined).

Agricultural & Environmental Letters OPEN ACCESS    


RESEARCH LETTER |  Open Access |  

Systems with greater perenniality and crop diversity enhance soil biological health

Christine D. Sprunger  Tvisha Martin, Meredith Mann

First published: 01 October 2020 | <https://doi.org/10.1002/ael2.20030> | Citations: 18

 SECTIONS  PDF  TOOLS  SHARE


Save Email Send to Display options 

Review > Am Fam Physician. 2007 Jan 1;75(1):56-63.

Lung cancer: diagnosis and management

Lauren G Collins ¹, Christopher Haines, Robert Perkel, Robert E Enck

Affiliations + expand
PMID: 17225705
Free article

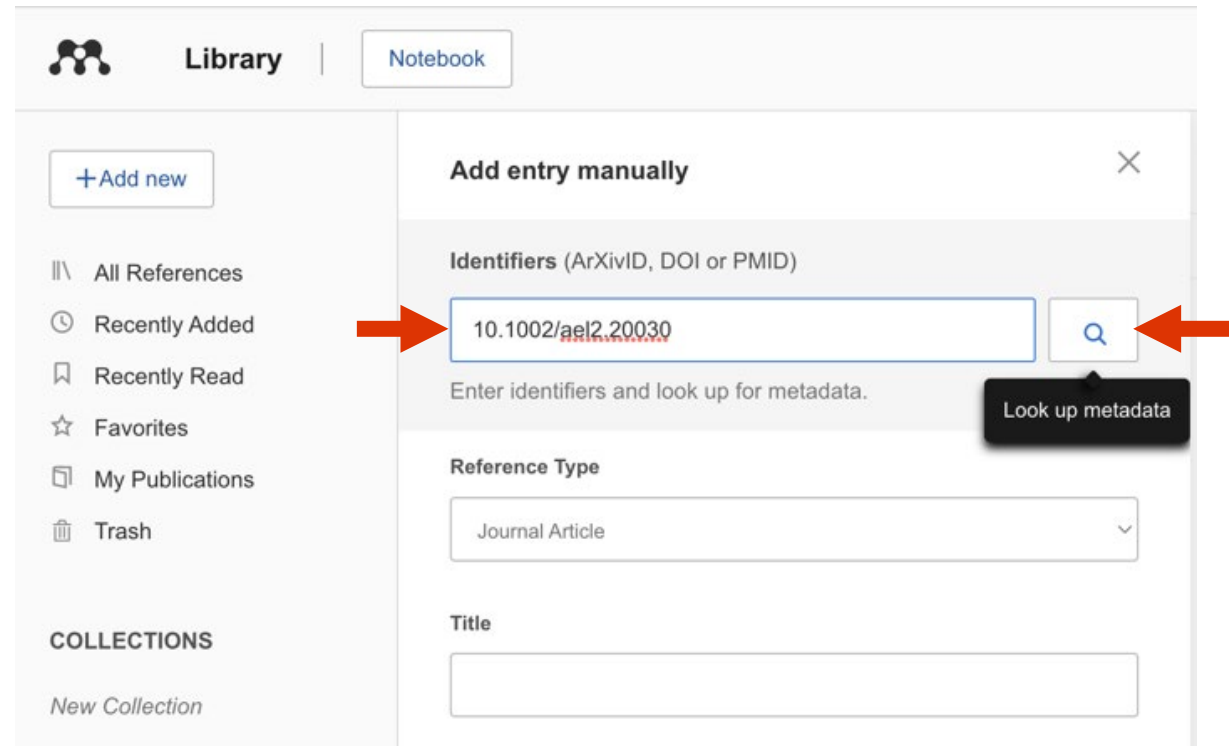
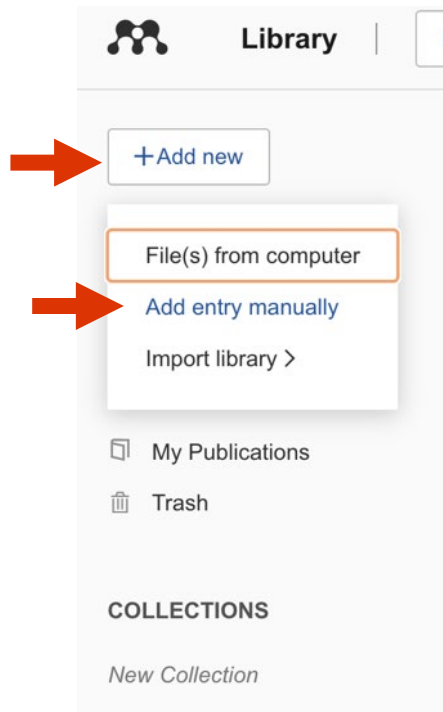
 Full text links  Cite

Abstract

Lung cancer is the leading cause of cancer-related death in the United States, with an average five-year survival rate of 15 percent. Smoking remains the predominant risk factor for lung cancer. Lung cancers are categorized as small cell carcinoma or non-small cell carcinoma (e.g., adenocarcinoma,

METHOD 1 – JOURNAL ARTICLES WITH AN IDENTIFIER

2. To add the reference, click on Add New Button on the left panel, and then click on Add entry manually.
3. In the identifiers section, paste the identifier you copied and click on the search (look up meta data) button.



METHOD 1 – JOURNAL ARTICLES WITH AN IDENTIFIER

4. The Title, Authors and other details get auto-populated. Click on the Add entry to add this reference to the library. You can view this reference under the All Reference or Recently Added sections of the library.

(Refer to [slides 39 and 40](#) for moving references to a group or collection)

The image shows two screenshots of the Mendeley Library interface. The left screenshot shows the 'Add entry manually' form with the following details:

- Identifiers: 10.1002/ael2.20030
- Reference Type: Journal Article
- Title: Systems with greater perennality and crop diversity enhance soil biologi
- Authors: Sprunger, Christine D., Martin, Tvisha, Mann, Meredith
- Buttons: Add entry, Cancel

The right screenshot shows the 'All References' list with the following data:

	AUTHORS	YEAR	TITLE	SOURCE	ADDED	FILE
<input type="checkbox"/>	Sprunger C, Martin T, Mann M	2020	Systems with greater perennality and crop diversity enhance soil t	Agricultural & Environm	9:47 AM	
<input checked="" type="checkbox"/>	Foreign Agricultural Service U.S. Depart...	2022	World Agricultural Supply and Demand Estimates		1/12/2023	
<input checked="" type="checkbox"/>	Cosner R, Hynds E, Fusfeld A, Loweth C,...	2007	Integrating Roadmapping into Technical Planning	Research-Technology M	1/11/2023	
<input checked="" type="checkbox"/>	McChrystal S, Collins T, Silverman D, Fu...	2015	Team of teams : new rules of engagement for a complex world		1/10/2023	
<input checked="" type="checkbox"/>	National Academies of Sciences Enginee...		Enhancing Coordination Between Land-Grant Universities and Col		1/10/2023	
<input checked="" type="checkbox"/>		2020	PTIE Findings: Expanding Promotion and Tenure Guidelines to Inc		1/5/2023	

Red arrows indicate the following actions:

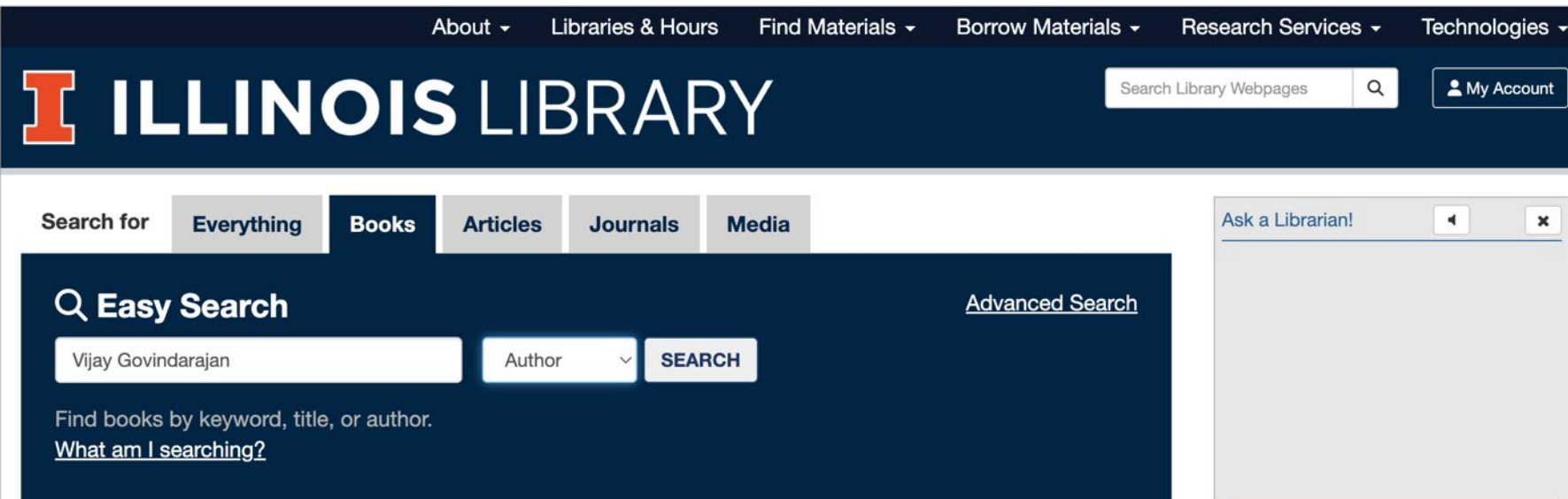
- Clicking the 'Add entry' button in the 'Add entry manually' form.
- Clicking the 'All References' menu item in the left sidebar.
- Clicking the title field in the 'Add entry manually' form.
- Clicking the author field in the 'Add entry manually' form.



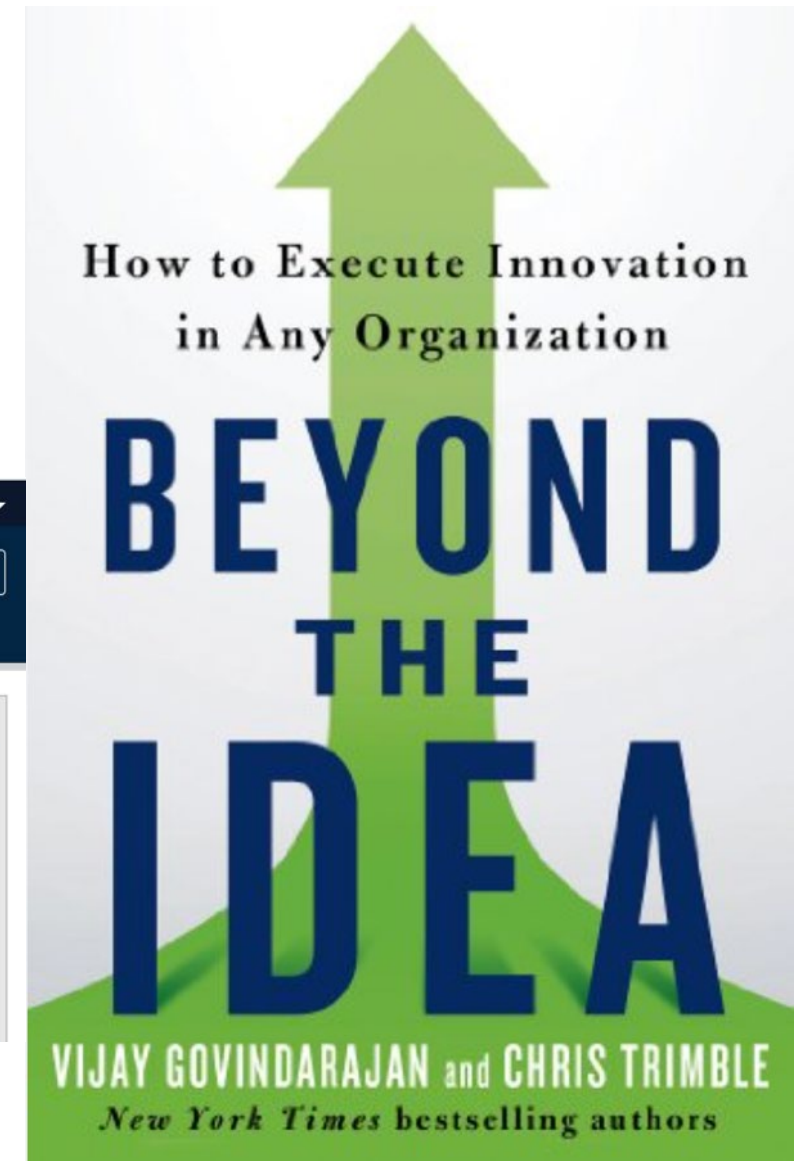
METHOD 2 – JOURNAL ARTICLES OR BOOKS WITHOUT IDENTIFIER

NOTE – ILLINOIS LIBRARY is a great resource for accessing journal articles, books and their citations.

1. Go to Illinois library - <https://www.library.illinois.edu/>
2. Search the title/author's name in the library search.



The screenshot shows the Illinois Library website's search interface. At the top, there is a navigation bar with links for About, Libraries & Hours, Find Materials, Borrow Materials, Research Services, and Technologies. Below this is the Illinois Library logo and a search bar for library webpages. The main search area has tabs for Everything, Books, Articles, Journals, and Media. The 'Books' tab is selected. The search input field contains 'Vijay Govindarajan', the search type is set to 'Author', and a 'SEARCH' button is visible. Below the search bar, there is a link for 'Advanced Search' and a note: 'Find books by keyword, title, or author. What am I searching?'. To the right of the search area is a 'Ask a Librarian!' chat window.



METHOD 2 – JOURNAL ARTICLES OR BOOKS WITHOUT IDENTIFIER

3. Locate the book/article from the search and click on it.
4. You will see an option of Export RIS (Zotero, Mendeley, etc.)

Search:

Suggestions:

[Need additional assistance? Ask a Librarian](#)

[Search Classic Easy Search](#)

Library Catalog – 16 Results

1: **The Three-Box Solution Playbook : Tools and Tactics for Creating Your Company's Strategy**
[Available Online](#)
Govindarajan, Vijay, author.
HARVARD BUS REVIEW PRESS 2020



2: **The other side of innovation : solving the execution challenge**
Available | Grainger Engineering Library, Residence Hall
Illinois Street Library
Govindarajan, Vijay.
Harvard Business School Pub. 2010



3: **Management control systems**
Available | Main Stacks
Anthony, Robert N. (Robert Newton), 1916–2006
McGrawHill/Irwin 2004



I-Share Catalog – 23 Results

1: **The three box solution : a strategy for leading innovation**
Govindarajan, Vijay, author.
Harvard Business Review Press 2016

2: **[Beyond the idea : how to execute innovation in any organization](#)**
Govindarajan, Vijay.
St. Martin's Press 2013



3: **10 rules for strategic innovators : from idea to execution**
Govindarajan, Vijay.
Harvard Business School Press 2005
[Table of contents](#)

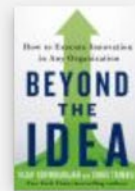
Subject Suggestions

Other Books Sources

Google Book [Click for Article Matches](#)
Hathi Trust E-Books [0 Article Matches](#)

More resource Business Info

Contact Librarian
Becky Smith



BOOK

Beyond the idea : how to execute innovation in any organization

Govindarajan, Vijay.; Trimble, Chris.
New York : St. Martin's Press; 2013

LC 2013013487; OCLC (OCoLC)ocn827256543; ISBN 9781250040176 (hardcover); ISBN 1250040175 (hardcover)

[Check for available services >](#)

TOP

SEND TO

HOW TO GET IT

DETAILS

LINKS

Send to



PERMALINK



PRINT



QR



EXPORT TO EXCEL



EXPORT BIBTEX



EXPORT RIS (ZOTERO, MENDELEY, ETC.)



EASYBIB



ENDNOTE



CITATION



METHOD 2 – JOURNAL ARTICLES OR BOOKS WITHOUT IDENTIFIER

5. Click on Export RIS followed by Download

6. The .ris file will be in the download folder.

Note – don't open the .ris file at this step.

The image shows two screenshots illustrating the process of downloading a journal article or book without an identifier.

The left screenshot shows a library catalog record for the book "Beyond the idea : how to execute innovation in any organization" by Govindarajan, Vijay.; Trimble, Chris. The record includes the title, authors, publisher (New York : St. Martin's Press; 2013), and ISBNs. Below the record, there are options to "Check for available services" and "Send to". The "Send to" options include Permalink, Print, QR, Export to Excel, Export BibTeX, Export RIS (Zotero, Mendeley, etc.), and EasyBib. A red arrow points to the "Export RIS" option. Below the "Send to" options, there is an "Encoding" dropdown menu and a "DOWNLOAD" button. A red arrow points to the "DOWNLOAD" button.

The right screenshot shows a file explorer view of the "Downloads" folder. The file "Primo_RIS_Export.ris" is listed under "Today". The file icon is a document with a large red "Z" and the text "RIS" below it. The file details show "Primo_RIS_Export.ris" as a "Research Information Systems Document - 382 bytes". The "Information" section shows "Created" and "Today, 10:19 AM". At the bottom right, there are "Cancel" and "Open" buttons.

METHOD 2 – JOURNAL ARTICLES OR BOOKS WITHOUT IDENTIFIER

7. Go back to Mendeley library, click on Add New followed by Import Library and then 'RIS (*.ris)'
8. Select the .ris file from the download folder and click open.
9. The reference will now be added to the All References, and if you choose you can move it to a group or collection.

(Refer to [slides 39 and 40](#) for moving references to a group or collection)

The image displays two screenshots of the Mendeley Desktop interface. The left screenshot shows the 'Library' view with the 'Add new' button highlighted by a red arrow. A dropdown menu is open, showing options: 'File(s) from computer', 'Add entry manually', 'Import library >', 'My Publications', and 'Trash'. The 'Import library >' option is selected, and a sub-menu is open, showing options: 'BibTeX (*.bib)', 'Endnote XML (*.xml)', and 'RIS (*.ris)'. The 'RIS (*.ris)' option is highlighted by a red arrow. The right screenshot shows the 'All References' list. A red arrow points to the 'AUTHORS' column header. A notification bubble at the bottom right indicates '1 file uploaded, 1 reference generated'. A red arrow points to the newly added reference 'Primo_RIS_Export.ris' in the list.

AUTHORS	YEAR	TITLE	SOURCE	ADDED	FILE
Govindarajan V, Trimble C	2013	Beyond the idea : how to execute innovation in any organization		10:20 AM	
Sprunger C, Martin T, Mann M	2020	Systems with greater perennality and crop diversity enhance soil t	Agricultural & Environm	9:47 AM	
Foreign Agricultural Service U.S. Depart...	2022	World Agricultural Supply and Demand Estimates		1/12/2023	
Cosner R, Hynds E, Fusfeld A, Loweth C,...	2007	Integrating Roadmapping into Technical Planning	Research-Technology M	1/11/2023	
McChrystal S, Collins T, Silverman D, Fu...	2015	Team of teams : new rules of engagement for a complex world		1/10/2023	
National Academies of Sciences Enginee...		Enhancing Coordination Between Land-Grant Universities and Col		1/10/2023	
	2020	PTIE Findings: Expanding Promotion and Tenure Guidelines to Inc		1/5/2023	
Bennett M, Gadlin H, Levine-Finley S	2010	Collaboration and Team Science: A Field Guide		1/5/2023	
Levine S	2020	Diversity Confirmed To Boost Innovation And Financial Results	Forbes	1/5/2023	
	2022	Enhancing Coordination and Collaboration Across the Land-Grant		1/5/2023	
Govindarajan V, Trimble C	2013	Beyond the idea : how to execute innovation in any organization		1/5/2023	
Mallaby S	2022	The power law : venture capital and the making of			
TEconomy Partners	2016	Ensuring an Agbioscience Workforce for Indians			
Ledford H	2015	How to solve the world's biggest problems			
BPI Staff	2019	Where Are Today's Biomanufacturing Bottlenecks and How Is Indu	BioProcess International	1/5/2023	

METHOD 3 – MENDELEY WEB IMPORTER

1. Go to this link - <https://www.mendeley.com/reference-management/web-importer> to get Web Importer for Chrome.
2. After downloading, the web importer will be located beside the search bar or as an option under Extensions.

Mendeley

Solutions Support Sign In Create account Download

Mendeley Reference Manager Mendeley Cite Web Importer Premium Datasets

Mendeley Web Importer

Import papers, web pages and other documents directly into your reference library from search engines and academic databases. Mendeley Web Importer is available for all major web browsers.

Get Web Importer for Chrome

Select all Add to Mendeley

2 references detected on the page

- Developmental Programming of Fetal Growth and Development** PDF
S Mishchenko, A Valenti et al.
American Journal of Obstetrics and Gynecology, 2016
- Fetal growth velocity: the NICHD fetal growth studies conducted in 2019 Q1** PDF
KL Grantz, PS Albert et al.

Update

Extensions

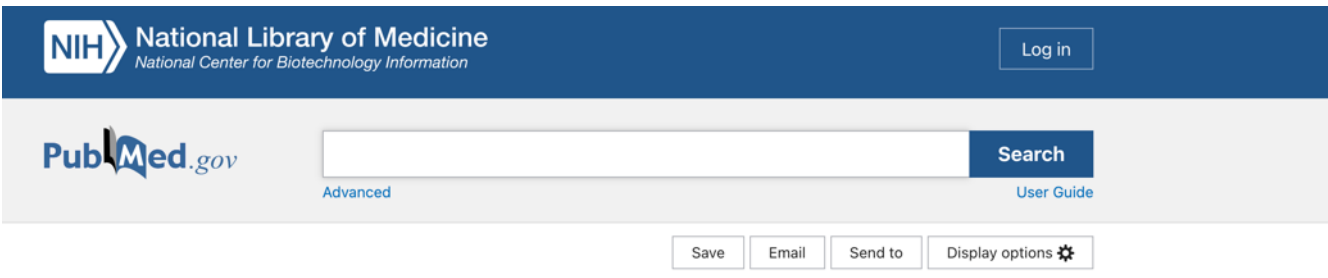
No access needed
These extensions don't need to see and change information on this site.

- Grammarly: Grammar Check...
- Mendeley Web Importer**
- Reader Mode
- Zotero Connector
- Manage Extensions



METHOD 3 – MENDELEY WEB IMPORTER FOR JOURNAL ARTICLES

1. Open the article/journal paper of your choice using chrome.
2. Click on the Mendeley Web Importer icon.



Review > Annu Rev Biochem. 2017 Jun 20;86:417-438.
doi: 10.1146/annurev-biochem-061516-044709. Epub 2017 Mar 1.

Eukaryotic DNA Replication Fork

Peter M J Burgers¹, Thomas A Kunkel²

Affiliations + expand

PMID: 28301743 PMCID: PMC5597965 DOI: 10.1146/annurev-biochem-061516-044709

[Free PMC article](#)

Abstract

This review focuses on the biogenesis and composition of the eukaryotic DNA replication fork, with an emphasis on the enzymes that synthesize DNA and repair discontinuities on the lagging strand of the replication fork. Physical and genetic methodologies aimed at understanding these processes are discussed. The preponderance of evidence supports a model in which DNA polymerase ϵ (Pol ϵ) carries out the bulk of leading strand DNA synthesis at an undisturbed replication fork. DNA polymerases α and δ carry out the initiation of Okazaki fragment synthesis and its elongation and maturation, respectively. This review also discusses alternative proposals, including cellular processes during which alternative forks may be utilized, and new biochemical

FULL TEXT LINKS

[ANNUAL REVIEWS FULL-TEXT ARTICLE](#)



ACTIONS

[Cite](#)

[Collections](#)

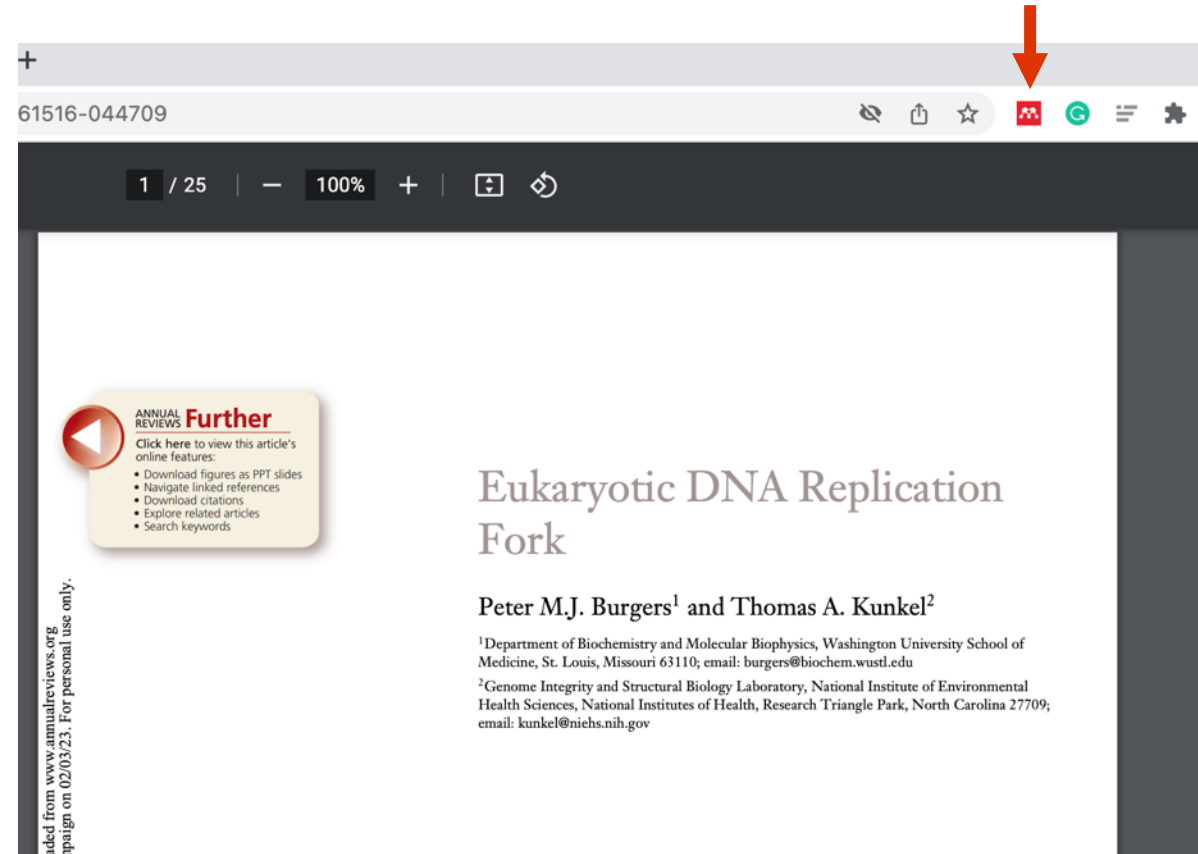
[View PDF](#)

SHARE



PAGE NAVIGATION

< Title & authors



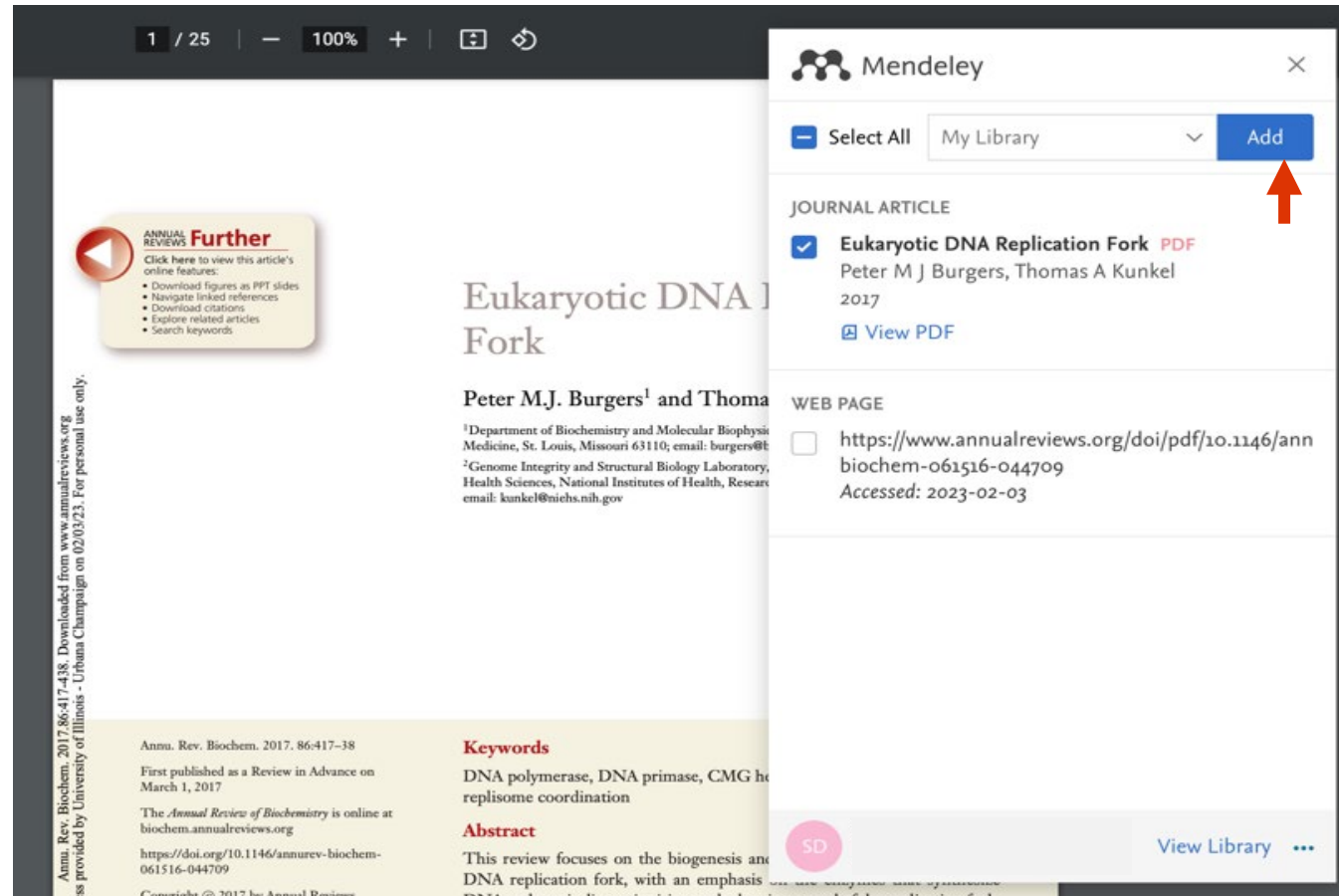
added from www.annualreviews.org
on 02/03/23. For personal use only.



METHOD 3 – MENDELEY WEB IMPORTER FOR JOURNAL ARTICLES

3. The Mendeley Web Importer dialogue box will open and automatically generate a reference for the library. To add this reference, click on the Add button.

It can now be viewed in the library (below).



METHOD 3 – MENDELEY WEB IMPORTER FOR WEBSITES

1. Open the website of interest using chrome and then click on the Mendeley Web Importer icon and this will automatically generate a reference for the webpage.
2. Click on Add to add this reference to the library.

The screenshot shows a Chrome browser window with the URL [whitehouse.gov/ostp/](https://www.whitehouse.gov/ostp/). The page content includes the White House logo and the heading "OFFICE OF SCIENCE AND TECHNOLOGY POLICY". A Mendeley Web Importer window is overlaid on the right side of the browser. The window has a title bar with the Mendeley logo and the text "Mendeley". Below the title bar, there is a "Select All" checkbox (checked), a dropdown menu showing "My Library", and an "Add" button. A red arrow points to the "Add" button. Below the "Add" button, it says "1 reference detected on page". The reference is listed as "Office of Science and Technology Policy | The White House" with the URL "https://www.whitehouse.gov/ostp/" and "Accessed: 2023-02-03". At the bottom of the Mendeley window, there is a "View Library" link and a "SD" icon. The background page shows the mission statement of OSTP: "The mission of OSTP is to maximize the benefits of science and technology to advance health, prosperity, security, environmental quality, and justice for all Americans." Below this, there is a paragraph starting with "In 1976, recognizing the need to coordinate the Federal science and technology policy, and provide the President with the best possible guidance on advances in science and technology, Congress established the White House Office of Science and Technology Policy (OSTP). Today, OSTP works to maximize the benefits of science and technology to advance health, prosperity, security, environmental quality, and justice for all Americans. To accomplish this mission. OSTP:"



METHOD 3 – MENDELEY WEB IMPORTER FOR WEBSITES

3. This reference can now be viewed in the library and any relevant information can be added or edited.

(Refer to [slides 39 and 40](#) for moving references to a group or collection)

Info Annotations Notebook

WEB PAGE ▾

Office of Science and Technology Policy | The White House

Add Author(s)

Add publication details

Add additional information

TAGS ⊕

FILES ⊕

URLS

Date accessed: 03/02/2023

<https://www.whitehouse.gov/ostp/>

Library | Notebook

+ Add new

All References

Q Search Filters

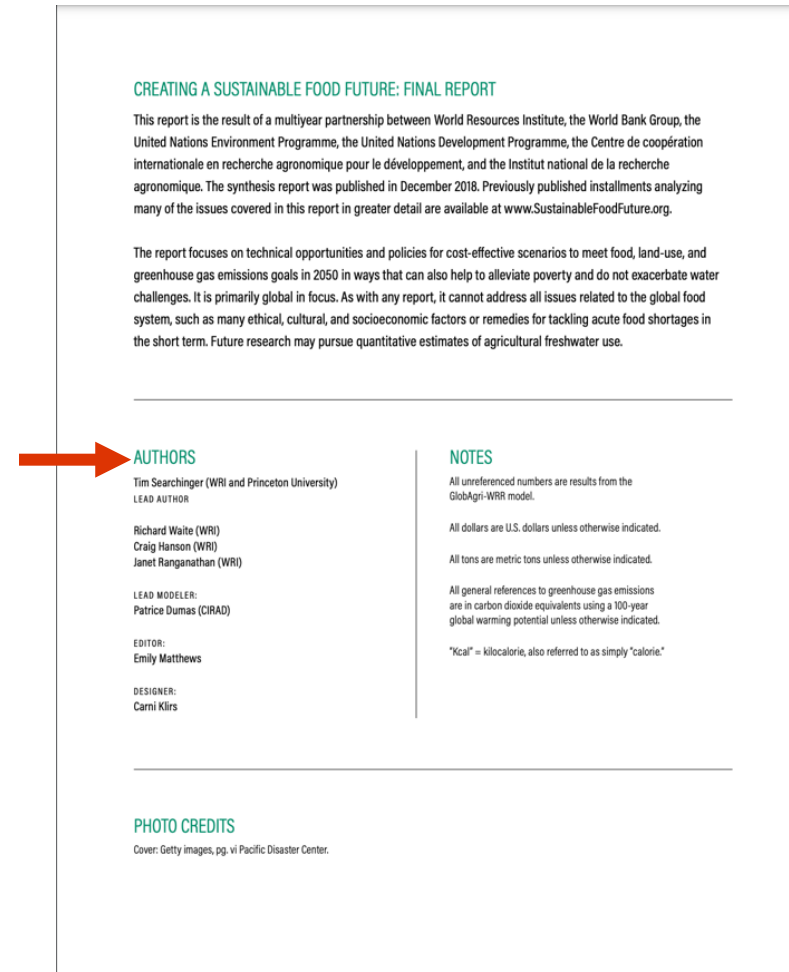
AUTHORS	YEAR	TITLE	SOURCE	ADDED	FILE
		Office of Science and Technology Policy The White House		3:17 PM	



METHOD 4 – MANUAL ENTRY

If the above-mentioned methods do not work for certain references, and you must opt for manual entry. It happens most frequently with reports.

1. Locate the title, authors and date in the report (if the information is available). Also note that this information might be on different pages of the report.



METHOD 4 – MANUAL ENTRY

2. To add the reference to Mendeley library, click on Add new followed by Add entry manually, a dialogue box will pop up.
3. Choose the Reference Type from the dropdown menu. In this example, it is a Report.
4. Enter the Title, Authors, and Year.

The image shows a sequence of three screenshots illustrating the manual entry process in Mendeley. The first screenshot shows the main interface with the '+Add new' button highlighted by a red arrow. A dropdown menu is open, and the 'Add entry manually' option is highlighted by another red arrow. The second screenshot shows the 'Add entry manually' dialog box with the 'Reference Type' dropdown set to 'Report', highlighted by a red arrow. The 'Title' field contains the text 'Creating a Sustainable Food Future', also highlighted by a red arrow. The 'Authors' field contains the text 'Searchinger, Tim', highlighted by a red arrow. The 'Year' field is empty, highlighted by a red arrow. The 'Pages' field is empty. The 'Add entry' button is highlighted by a red arrow. The third screenshot shows the same dialog box with the 'Reference Type' dropdown set to 'Report', the 'Title' field containing 'Creating a Sustainable Food Future', the 'Authors' field containing 'Searchinger, Tim', and the 'Year' field empty. The 'Pages' field is empty. The 'Add entry' button is highlighted by a red arrow.

METHOD 4 – MANUAL ENTRY

5. Enter author names in 'Last Name, First Name' format and each author name is a separate entry.
6. Once the relevant information is entered, click on Add entry.
7. The reference can now be viewed in the library and other edits can be made

Note – It can be useful to add the website link for the report in the URL section.

It is not important to enter information in all the fields as the information may not be available in some reports.

(Refer to [slides 39 and 40](#) for moving references to a group or collection)

Add entry manually [X]

Title
Creating a Sustainable Food Future

Authors
Please enter author names as 'last name, first name' (e.g. 'Smith, Jane').

Searchinger, Tim [X]

Waite, Richard [X]

Ranganathan, Janet [X]

+ Add another author

Year 2019 **Pages** from to

City

Institution

Add entry Cancel

Info Annotations Notebook [X]

REPORT ▾

Creating a Sustainable Food Future

Searchinger T, Waite R, Hanson C et al. [See more](#)

(2019)

Add additional information

TAGS +

FILES +

URLS

Date accessed
05/01/2023

1. URL
https://www.wri.org/research/creating-sustainable-food-future

+ Add another URL

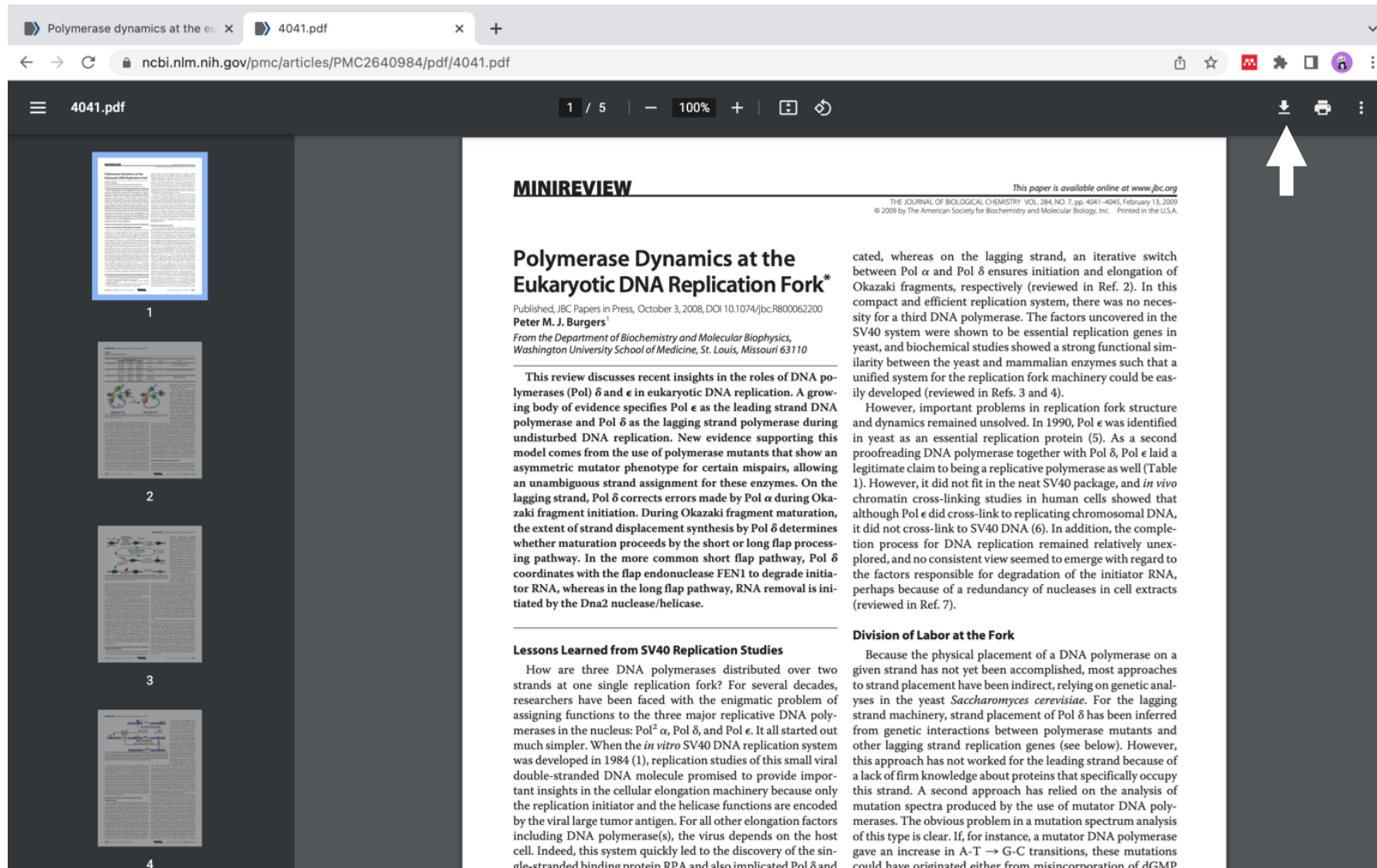
IDENTIFIERS



METHOD 5 – UPLOADING A JOURNAL ARTICLE TO MENDELEY LIBRARY

This method works for journal articles, but it is important to note that uploading the article will take up space in the computer and the Mendeley Reference library.

1. Download the pdf of the journal article to be cited.



The screenshot shows a web browser window with a PDF viewer. The browser address bar shows the URL: ncbi.nlm.nih.gov/pmc/articles/PMC2640984/pdf/4041.pdf. The PDF viewer interface includes a sidebar on the left with a thumbnail of the document and a main viewing area. The article title is "Polymerase Dynamics at the Eukaryotic DNA Replication Fork*" and the author is Peter M. J. Burgers. The article is published in JBC Papers in Press, October 3, 2008. The PDF viewer has a toolbar at the top right with icons for download, print, and other functions. A white arrow points to the download icon.

MINIREVIEW

This paper is available online at www.jbc.org
THE JOURNAL OF BIOLOGICAL CHEMISTRY VOL. 284, NO. 7, PP. 4041–4045, FEBRUARY 13, 2009
© 2009 by The American Society for Biochemistry and Molecular Biology, Inc. Printed in the U.S.A.

Polymerase Dynamics at the Eukaryotic DNA Replication Fork*

Published, JBC Papers in Press, October 3, 2008, DOI 10.1074/jbc.R800062200
Peter M. J. Burgers
From the Department of Biochemistry and Molecular Biophysics, Washington University School of Medicine, St. Louis, Missouri 63110

This review discusses recent insights in the roles of DNA polymerases (Pol) δ and ϵ in eukaryotic DNA replication. A growing body of evidence specifies Pol ϵ as the leading strand DNA polymerase and Pol δ as the lagging strand polymerase during undisturbed DNA replication. New evidence supporting this model comes from the use of polymerase mutants that show an asymmetric mutator phenotype for certain mispairs, allowing an unambiguous strand assignment for these enzymes. On the lagging strand, Pol δ corrects errors made by Pol α during Okazaki fragment initiation. During Okazaki fragment maturation, the extent of strand displacement synthesis by Pol δ determines whether maturation proceeds by the short or long flap processing pathway. In the more common short flap pathway, Pol δ coordinates with the flap endonuclease FEN1 to degrade initiator RNA, whereas in the long flap pathway, RNA removal is initiated by the Dna2 nuclease/helicase.

Lessons Learned from SV40 Replication Studies

How are three DNA polymerases distributed over two strands at one single replication fork? For several decades, researchers have been faced with the enigmatic problem of assigning functions to the three major replicative DNA polymerases in the nucleus: Pol α , Pol δ , and Pol ϵ . It all started out much simpler. When the *in vitro* SV40 DNA replication system was developed in 1984 (1), replication studies of this small viral double-stranded DNA molecule promised to provide important insights in the cellular elongation machinery because only the replication initiator and the helicase functions are encoded by the viral large tumor antigen. For all other elongation factors including DNA polymerase(s), the virus depends on the host cell. Indeed, this system quickly led to the discovery of the single-stranded binding protein RPA and also implicated Pol δ and

cated, whereas on the lagging strand, an iterative switch between Pol α and Pol δ ensures initiation and elongation of Okazaki fragments, respectively (reviewed in Ref. 2). In this compact and efficient replication system, there was no necessity for a third DNA polymerase. The factors uncovered in the SV40 system were shown to be essential replication genes in yeast, and biochemical studies showed a strong functional similarity between the yeast and mammalian enzymes such that a unified system for the replication fork machinery could be easily developed (reviewed in Refs. 3 and 4).

However, important problems in replication fork structure and dynamics remained unsolved. In 1990, Pol ϵ was identified in yeast as an essential replication protein (5). As a second proofreading DNA polymerase together with Pol δ , Pol ϵ laid a legitimate claim to being a replicative polymerase as well (Table 1). However, it did not fit in the neat SV40 package, and *in vivo* chromatin cross-linking studies in human cells showed that although Pol ϵ did cross-link to replicating chromosomal DNA, it did not cross-link to SV40 DNA (6). In addition, the completion process for DNA replication remained relatively unexplored, and no consistent view seemed to emerge with regard to the factors responsible for degradation of the initiator RNA, perhaps because of a redundancy of nucleases in cell extracts (reviewed in Ref. 7).

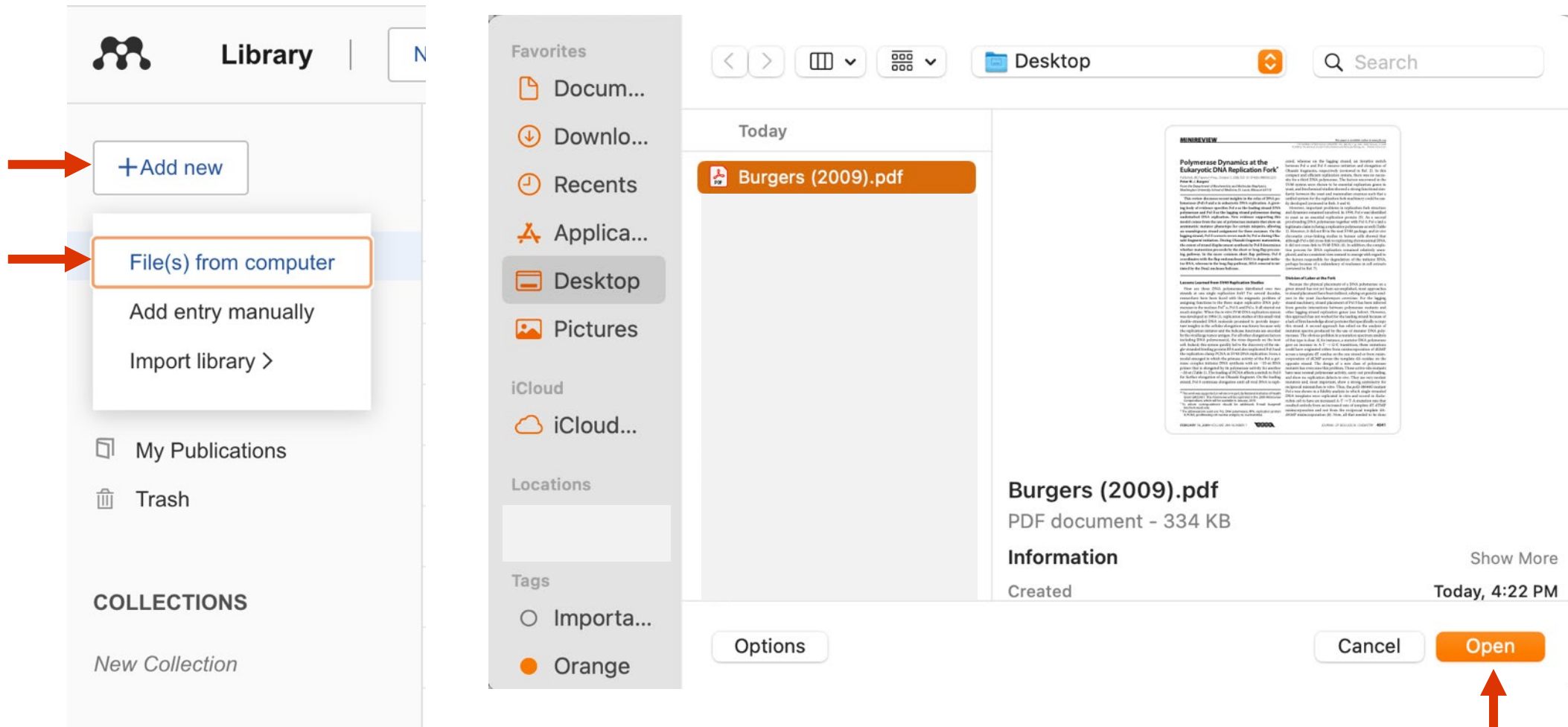
Division of Labor at the Fork

Because the physical placement of a DNA polymerase on a given strand has not yet been accomplished, most approaches to strand placement have been indirect, relying on genetic analyses in the yeast *Saccharomyces cerevisiae*. For the lagging strand machinery, strand placement of Pol δ has been inferred from genetic interactions between polymerase mutants and other lagging strand replication genes (see below). However, this approach has not worked for the leading strand because of a lack of firm knowledge about proteins that specifically occupy this strand. A second approach has relied on the analysis of mutation spectra produced by the use of mutator DNA polymerases. The obvious problem in a mutation spectrum analysis of this type is clear. If, for instance, a mutator DNA polymerase gave an increase in A-T \rightarrow G-C transitions, these mutations could have originated either from misincorporation of dGMP



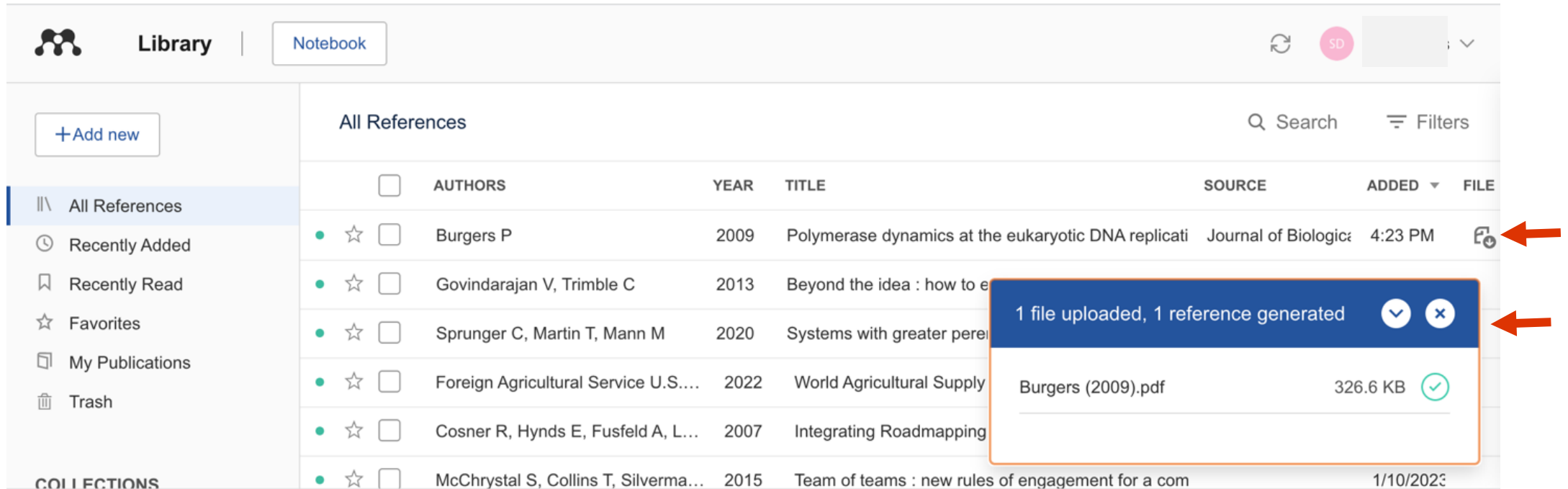
METHOD 5 – UPLOADING A JOURNAL ARTICLE TO MENDELEY LIBRARY

2. To upload the article go to Mendeley library and click on Add new followed by Files from the computer.
3. A dialog box will open to upload the article. Select the article and click on the Open button.



METHOD 5 – UPLOADING A JOURNAL ARTICLE TO MENDELEY LIBRARY

4. The file is uploaded, and a reference is also generated. The reference can be viewed in the library. Note that this will take up space in the library as the file is attached to the reference.



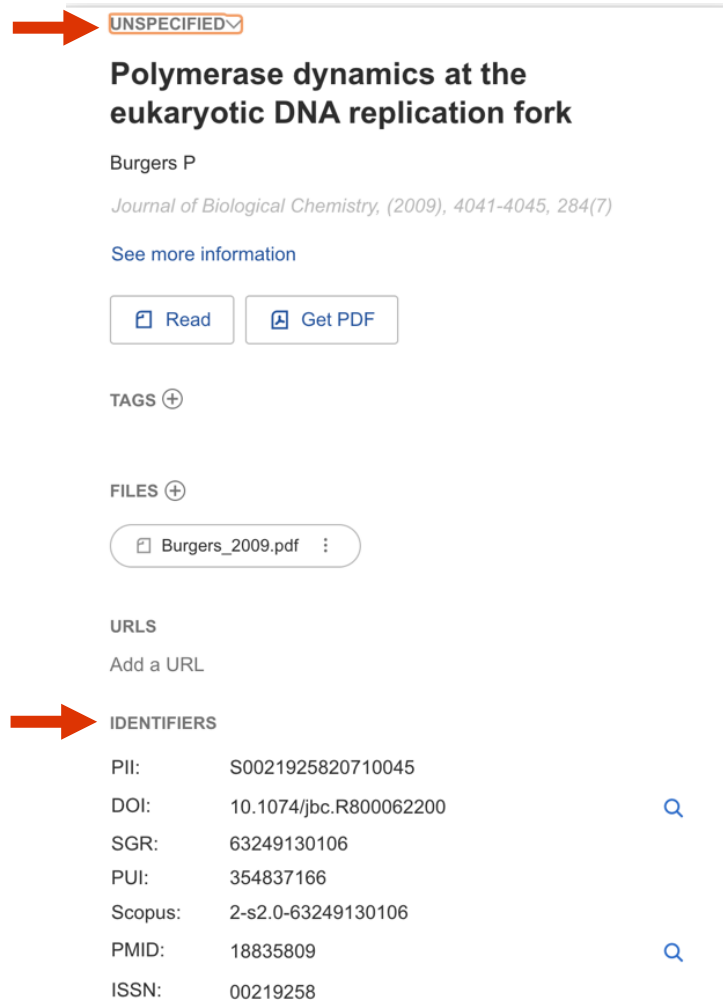
The screenshot displays the Mendeley Library interface. On the left, a sidebar contains navigation options: '+Add new', 'All References', 'Recently Added', 'Recently Read', 'Favorites', 'My Publications', and 'Trash'. The main area shows a table of 'All References' with columns for 'AUTHORS', 'YEAR', 'TITLE', 'SOURCE', 'ADDED', and 'FILE'. A notification box is overlaid on the table, stating '1 file uploaded, 1 reference generated' and listing the file 'Burgers (2009).pdf' with a size of 326.6 KB and a green checkmark. Red arrows point to the file upload icon in the table and the notification box.

	AUTHORS	YEAR	TITLE	SOURCE	ADDED	FILE
<input type="checkbox"/>	Burgers P	2009	Polymerase dynamics at the eukaryotic DNA replicati	Journal of Biologic	4:23 PM	
<input type="checkbox"/>	Govindarajan V, Trimble C	2013	Beyond the idea : how to e			
<input type="checkbox"/>	Sprunger C, Martin T, Mann M	2020	Systems with greater pere			
<input type="checkbox"/>	Foreign Agricultural Service U.S....	2022	World Agricultural Supply			
<input type="checkbox"/>	Cosner R, Hynds E, Fusfeld A, L...	2007	Integrating Roadmapping			
<input type="checkbox"/>	McChrystal S, Collins T, Silverma...	2015	Team of teams : new rules of engagement for a com		1/10/2023	

METHOD 5 – UPLOADING A JOURNAL ARTICLE TO MENDELEY LIBRARY

5. The relevant information can be viewed by clicking on the reference.
6. Initially the reference type is 'Unspecified', but it can be changed to 'Journal Article'.

(Refer to [slides 39 and 40](#) for moving references to a group or collection)



UNSPECIFIED

Polymerase dynamics at the eukaryotic DNA replication fork

Burgers P

Journal of Biological Chemistry, (2009), 4041-4045, 284(7)

[See more information](#)

[Read](#) [Get PDF](#)

TAGS ⊕

FILES ⊕

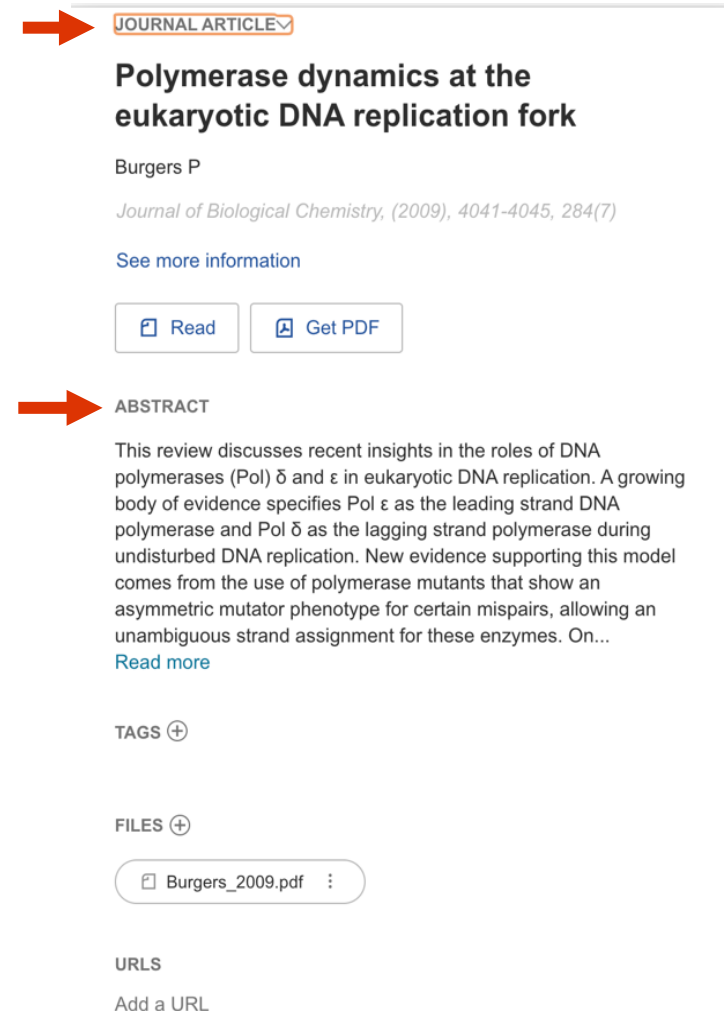
Burgers_2009.pdf

URLS

Add a URL

IDENTIFIERS

PII:	S0021925820710045
DOI:	10.1074/jbc.R800062200
SGR:	63249130106
PUI:	354837166
Scopus:	2-s2.0-63249130106
PMID:	18835809
ISSN:	00219258



JOURNAL ARTICLE

Polymerase dynamics at the eukaryotic DNA replication fork

Burgers P

Journal of Biological Chemistry, (2009), 4041-4045, 284(7)

[See more information](#)

[Read](#) [Get PDF](#)

ABSTRACT

This review discusses recent insights in the roles of DNA polymerases (Pol) δ and ϵ in eukaryotic DNA replication. A growing body of evidence specifies Pol ϵ as the leading strand DNA polymerase and Pol δ as the lagging strand polymerase during undisturbed DNA replication. New evidence supporting this model comes from the use of polymerase mutants that show an asymmetric mutator phenotype for certain mispairs, allowing an unambiguous strand assignment for these enzymes. On...

[Read more](#)

TAGS ⊕

FILES ⊕

Burgers_2009.pdf

URLS

Add a URL

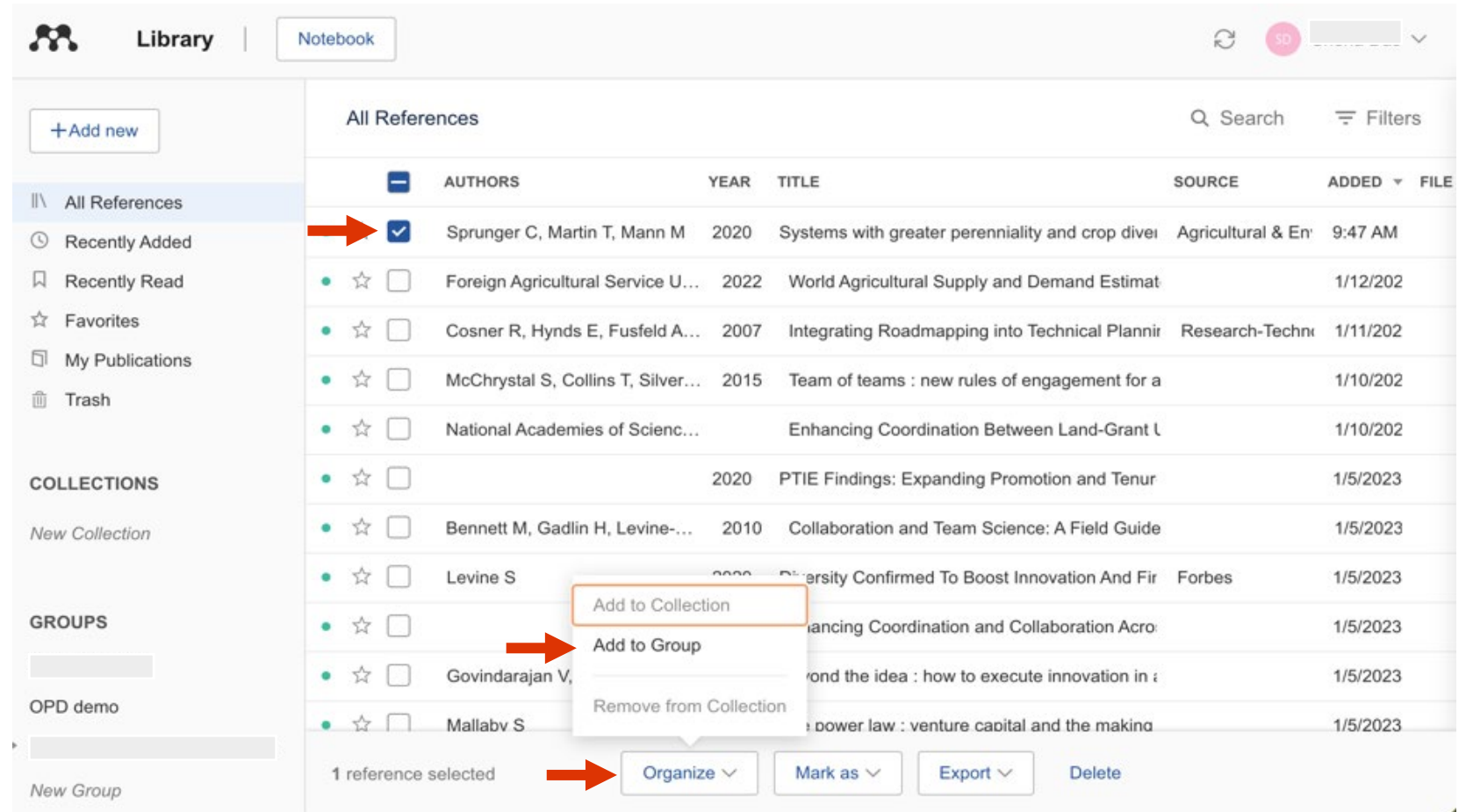


MOVE REFERENCES TO A GROUP OR COLLECTION

To move a reference to a group or collection simply **drag and drop**.

Alternatively, follow these steps -

1. Select the reference.
2. A ribbon with options will appear below after selection.
3. Click on Organize and then add to Group.



The screenshot shows the Mendeley Library interface. On the left, there is a sidebar with a '+Add new' button and a list of categories: 'All References', 'Recently Added', 'Recently Read', 'Favorites', 'My Publications', and 'Trash'. Below these are sections for 'COLLECTIONS' (with a 'New Collection' button) and 'GROUPS' (with a 'New Group' button). The main area displays a table of 'All References' with columns for 'AUTHORS', 'YEAR', 'TITLE', 'SOURCE', and 'ADDED'. The first reference is selected, indicated by a blue checkmark and a red arrow. A context menu is open over this reference, showing options: 'Add to Collection', 'Add to Group', and 'Remove from Collection'. A red arrow points to the 'Add to Group' option. At the bottom of the table, a ribbon shows '1 reference selected' and buttons for 'Organize', 'Mark as', 'Export', and 'Delete'. A red arrow points to the 'Organize' button.

	AUTHORS	YEAR	TITLE	SOURCE	ADDED	FILE
<input checked="" type="checkbox"/>	Sprunger C, Martin T, Mann M	2020	Systems with greater perenniality and crop diver	Agricultural & En	9:47 AM	
<input type="checkbox"/>	Foreign Agricultural Service U...	2022	World Agricultural Supply and Demand Estim		1/12/202	
<input type="checkbox"/>	Cosner R, Hynds E, Fusfeld A...	2007	Integrating Roadmapping into Technical Plannir	Research-Tech	1/11/202	
<input type="checkbox"/>	McChrystal S, Collins T, Silver...	2015	Team of teams : new rules of engagement for a		1/10/202	
<input type="checkbox"/>	National Academies of Scienc...		Enhancing Coordination Between Land-Grant U		1/10/202	
<input type="checkbox"/>		2020	PTIE Findings: Expanding Promotion and Tenur		1/5/2023	
<input type="checkbox"/>	Bennett M, Gadlin H, Levine-...	2010	Collaboration and Team Science: A Field Guide		1/5/2023	
<input type="checkbox"/>	Levine S	2020	Diversity Confirmed To Boost Innovation And Fir	Forbes	1/5/2023	
<input type="checkbox"/>			ancing Coordination and Collaboration Acro:		1/5/2023	
<input type="checkbox"/>	Govindarajan V,		ond the idea : how to execute innovation in :		1/5/2023	
<input type="checkbox"/>	Mallabv S		power law : venture capital and the makin		1/5/2023	

MOVE REFERENCES TO A GROUP OR COLLECTION

4. Select the group and click on Add.

You can now view this reference in the OPD demo group.

This screenshot shows the 'Select group(s)' dialog box in the Mendeley application. The dialog has a title bar with a close button. Inside, there is a list of groups with checkboxes. The 'OPD demo' group is selected, indicated by a blue checkmark and a red arrow pointing to it. At the bottom of the dialog, there is a status bar that says '1 group selected', along with 'Clear all', 'Cancel', and 'Add' buttons. A red arrow points to the 'Add' button.

This screenshot shows the Mendeley library interface. The left sidebar shows the 'GROUPS' section with 'OPD demo' selected, indicated by a red arrow. The main area displays a table of references under the group '[Groups] OPD demo'. A red arrow points to the top of the table. The table has columns for 'AUTHORS', 'YEAR', 'TITLE', 'SOURCE', 'ADDED', and 'FILE'. One reference is visible: 'Sprunger C, Martin T, Mann M' from 2020, titled 'Systems with greater perennality and crop divers', from 'Agricultural & Env', added at 9:53 AM. A red arrow points to the checkbox next to this reference. At the bottom right, the ISSN '2471-9625' is visible.



An aerial photograph of a university campus, showing various buildings, roads, and green spaces. The image is overlaid with a dark blue semi-transparent layer. The text "Part 5 – How to insert citations and generate bibliography" is centered in white. In the bottom right corner, there is a small orange logo consisting of a stylized letter 'I' with a white outline.

Part 5 – How to insert citations and generate bibliography



ADDING CITATIONS TO A MICROSOFT WORD DOCUMENT

References can be added to the Mendeley library and the MS word document simultaneously, but it might be more convenient and efficient to add majority of the references to the Mendeley library prior to adding citations to the word file. Mendeley has capacity to do both, and in the end, it may come to down personal preference and working style.

The document below is an example. In blue highlights are the references that will be converted to Mendeley citations. Follow along -

Project Description

A. Overview, Vision, and Rationale

A.1

are designed out of the system, products and materials are kept in use, and natural systems are regenerated (MacArthur Foundation, 2019).

phosphorus systems, building soil carbon, recovering phosphorus and carbon from waste streams, and reusing them productively to displace extracted resources (Kirchherr et al., 2017).

based products and bioenergy, while growing new jobs and industries (Tan and Lamers, 2021).

ADDING CITATIONS TO A MICROSOFT WORD DOCUMENT

1. Replace the existing text or annotation for the citation and place the cursor in the location where the citation will be inserted (blue arrow).
2. Then select Mendeley Cite, under the References tab.
3. Specify where to look for the reference (in this example it is All References, but any collection or group can be selected from the drop-down menu). Search for the reference using keywords (in this example 'ellen' is a keyword).
4. Once the reference is located, select it and click on Insert 1 citation.

The screenshot shows the Microsoft Word interface with the References tab selected. The Mendeley Cite pane is open on the right side of the document. The pane shows a search for 'ellen' and a list of references. The first reference, 'Press Release: Global Commitment 2019: New report reveals details of industry and government efforts to tackle plastic waste and pollution' by Ellen MacArthur Foundation, 2019, is selected. The 'Insert 1 citation' button is highlighted with a red arrow. The document text shows a citation '(Kirchherr et al., 2017)' and '(Tan and Lamers, 2021)'. A blue arrow points to the location where the citation will be inserted.

ADDING CITATIONS TO A MICROSOFT WORD DOCUMENT

5. Like the previous example, multiple citations can also be added simultaneously.

In this example, there are three citations that will be inserted at the cursor location (blue arrow).

The screenshot shows the Microsoft Word interface with the References tab selected. The document text contains a paragraph about carbon recovery and bio-based products. A blue arrow points to the cursor location at the end of the paragraph. The Mendely Cite pane is open on the right, showing a list of references. Three references are selected with checkmarks: "Beyond the idea : how to execute innovation in any organization", "Systems with greater perennality and crop diversity enhance soil biological health", and "World Agricultural Supply and Demand Estimates". A blue arrow points to the "Insert 3 citations" button at the bottom of the pane.

carbon, recovering phosphorus and carbon from waste streams, and reusing them prod [2].
pror into bio-based products and bioenergy, while growing new jobs and industries [3].

←

Mendely Cite

References Citation Settings ...

All References

Search for references to add...

- Beyond the idea : how to execute innovation in any organization**
Govindarajan V, Trimble C
New York, St. Martin's Press, (2013)
- Systems with greater perennality and crop diversity enhance soil biological health**
Sprunger C, Martin T, Mann M
Agricultural & Environmental Letters (2020) 5(1)
- World Agricultural Supply and Demand Estimates**
Foreign Agricultural Service U.S. Department of Agriculture
- Integrating Roadmapping into Technical Planning**

Govindarajan et al. 2013 ×
Sprunger et al. 2020 ×
Foreign Agricultural Service U.S. Department of Agriculture 2022 ×

Insert 3 citations Cancel

Page 1 of 1 156 words English (United States) Focus 160%



ADDING CITATIONS TO A MICROSOFT WORD DOCUMENT

6. This is how the citations look (blue arrows) once they are inserted in the desired locations in the document (blue arrows). The citation style in this example is IEEE.

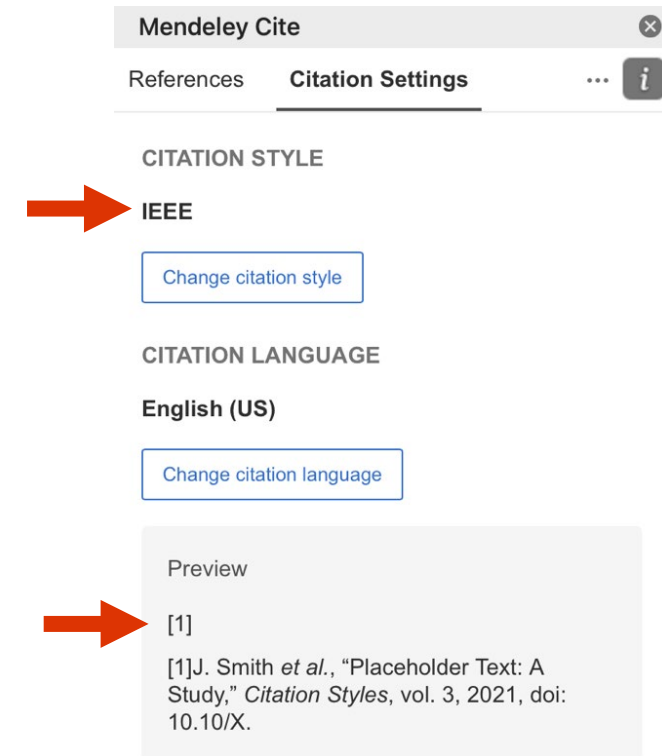
Project Description

A. Overview, Vision, and Rationale

A.1

are designed out of the system, products and materials are kept in use, and natural systems are regenerated [1].
waste of nitrogen,
regenerating natural systems, building soil carbon, recovering phosphorus and carbon from waste streams, and reusing them productively to displace extracted resources [2].
pron
into
growing new jobs and industries [3].

[4]–[6]




The screenshot shows the Mendeley Cite dialog box with the following settings:

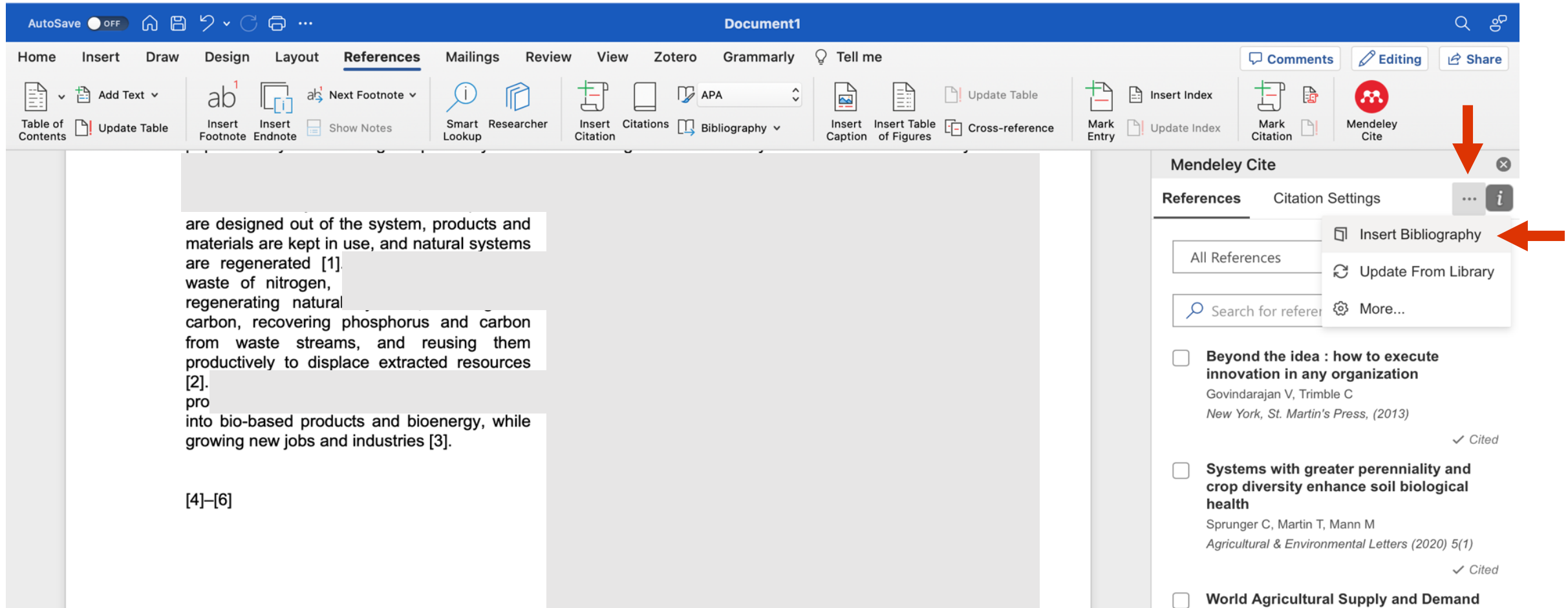
- CITATION STYLE:** IEEE (indicated by a red arrow)
- CITATION LANGUAGE:** English (US)
- Preview:** [1] J. Smith *et al.*, "Placeholder Text: A Study," *Citation Styles*, vol. 3, 2021, doi: 10.10/X. (indicated by a red arrow)

Note - We will go over different citation styles and how to change them in the [next section](#).



INSERTING BIBLIOGRAPHY

1. To insert the bibliography, place the cursor at any location of your choice in the document.
2. Click on more options  and then click Insert Bibliography.


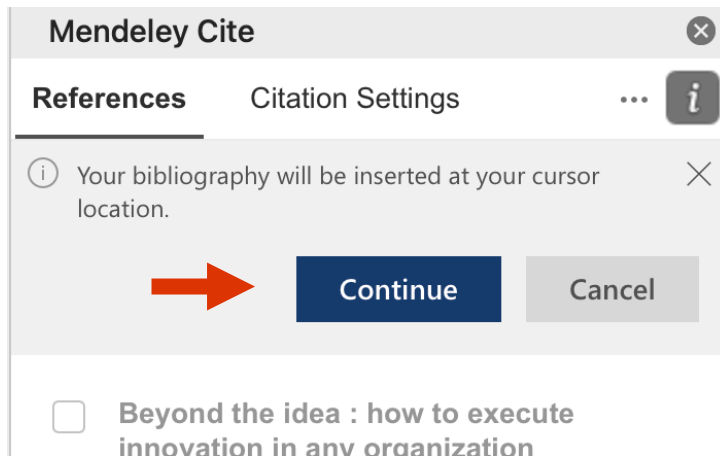


The screenshot displays the Microsoft Word interface with the **References** tab selected. The ribbon includes options like **Table of Contents**, **Update Table**, **Insert Footnote**, **Insert Endnote**, **Show Notes**, **Smart Lookup**, **Researcher**, **Insert Citation**, **Citations**, **Bibliography**, **Insert Caption**, **Insert Table of Figures**, **Cross-reference**, **Mark Entry**, **Update Index**, **Mark Citation**, and **Mendeley Cite**. A red arrow points to the **Mendeley Cite** button. Below the ribbon, the document text is visible, with a cursor positioned at the end of a paragraph. A second red arrow points to the **More...** icon in the **Mendeley Cite** pane. A third red arrow points to the **Insert Bibliography** option in the dropdown menu that appears when the **More...** icon is clicked. The **Mendeley Cite** pane also shows a list of references, including "Beyond the idea : how to execute innovation in any organization" and "Systems with greater perenniality and crop diversity enhance soil biological health".



INSERTING BIBLIOGRAPHY

3. Mendeley will prompt you to place the cursor in the desired location again, once ready, click on Continue. The bibliography will be inserted.



- [1] Ellen MacArthur Foundation, "Press Release: Global Commitment 2019: New report reveals details of industry and government efforts to tackle plastic waste and pollution," 2019. Accessed: Dec. 07, 2022. [Online]. Available: <https://ellenmacarthurfoundation.org/press-release-global-commitment-2019>
- [2] J. Kirchherr, D. Reike, and M. Hekkert, "Conceptualizing the circular economy: An analysis of 114 definitions," *Resour Conserv Recycl*, vol. 127, pp. 221–232, Dec. 2017, doi: 10.1016/j.resconrec.2017.09.005.
- [3] E. C. D. Tan and P. Lamers, "Circular Bioeconomy Concepts—A Perspective," *Frontiers in Sustainability*, vol. 2, Jul. 2021, doi: 10.3389/frsus.2021.701509.
- [4] Vijay. Govindarajan and Chris. Trimble, *Beyond the idea : how to execute innovation in any / organization*. New York: St. Martin's Press, 2013.
- [5] C. D. Sprunger, T. Martin, and M. Mann, "Systems with greater perennality and crop diversity enhance soil biological health," *Agricultural & Environmental Letters*, vol. 5, no. 1, Jan. 2020, doi: 10.1002/ael2.20030.
- [6] Foreign Agricultural Service U.S. Department of Agriculture, "World Agricultural Supply and Demand Estimates," 2022. <https://apps.fas.usda.gov/psdonline/app/index.html#/app/advQuery> (accessed Jan. 11, 2023).

Note - Mendeley automatically updates the citation numbers and bibliography as the references are edited, added or removed. After all the edits are completed, the bibliography can be cut and pasted from one word document to another. (However, this process will unlink the bibliography and any further changes won't be automatically updated).

An aerial photograph of a university campus, showing various buildings, roads, and green spaces. The image is overlaid with a dark blue semi-transparent filter. The text "Part 6 – An overview of citation styles and resources" is centered in white. In the bottom right corner, there is a small orange logo consisting of a stylized letter 'I' with a white outline.

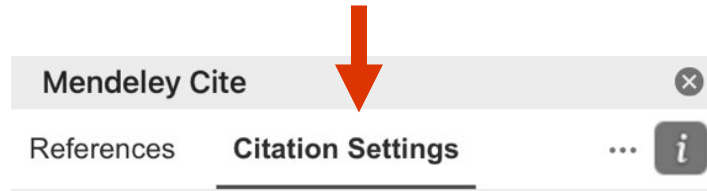
Part 6 – An overview of citation styles and resources



CITATION STYLES

The current style is IEEE, and its format can be viewed in the Preview section.

Citation style can be changed by going to Citation Settings and clicking on Change citation style option in Mendeley Cite.



CITATION STYLE

IEEE

[Change citation style](#)

CITATION LANGUAGE


English (US)

[Change citation language](#)

Preview

[1]

[1] J. Smith *et al.*, "Placeholder Text: A Study," *Citation Styles*, vol. 3, 2021, doi: 10.10/X.

- 
- [1] Ellen MacArthur Foundation, "Press Release: Global Commitment 2019: New report reveals details of industry and government efforts to tackle plastic waste and pollution," 2019. Accessed: Dec. 07, 2022. [Online]. Available: <https://ellenmacarthurfoundation.org/press-release-global-commitment-2019>
 - [2] J. Kirchherr, D. Reike, and M. Hekkert, "Conceptualizing the circular economy: An analysis of 114 definitions," *Resour Conserv Recycl*, vol. 127, pp. 221–232, Dec. 2017, doi: 10.1016/j.resconrec.2017.09.005.
 - [3] E. C. D. Tan and P. Lamers, "Circular Bioeconomy Concepts—A Perspective," *Frontiers in Sustainability*, vol. 2, Jul. 2021, doi: 10.3389/frsus.2021.701509.
 - [4] Vijay. Govindarajan and Chris. Trimble, *Beyond the idea : how to execute innovation in any / organization*. New York: St. Martin's Press, 2013.
 - [5] C. D. Sprunger, T. Martin, and M. Mann, "Systems with greater perennality and crop diversity enhance soil biological health," *Agricultural & Environmental Letters*, vol. 5, no. 1, Jan. 2020, doi: 10.1002/ael2.20030.
 - [6] Foreign Agricultural Service U.S. Department of Agriculture, "World Agricultural Supply and Demand Estimates," 2022. <https://apps.fas.usda.gov/psdonline/app/index.html#/app/advQuery> (accessed Jan. 11, 2023).

CITATION STYLES

Here are examples of other citation styles like APA, Nature and Vancouver. Please view the format in the Preview section

The image displays three side-by-side screenshots of the Mendeley Cite interface, each showing a different citation style. Red arrows point to the citation style names and the preview sections.

- Left Screenshot:** Shows the "American Psychological Association 7th edition" citation style. The "CITATION LANGUAGE" is set to "English (US)". The preview shows a citation: (Smith et al., 2021) Smith, J., Petrovic, P., Rose, M., De Souza, C., Muller, L., Nowak, B., & Martinez, J. (2021). Placeholder Text: A Study. *The Journal of Citation Styles*, 3. <https://doi.org/10.10/X>
- Middle Screenshot:** Shows the "Nature" citation style. The "CITATION LANGUAGE" is set to "English (UK)". A message states: "This citation style language is predefined and cannot be changed." The preview shows a citation: 1 Smith, J. *et al.* Placeholder Text: A Study. *Citation Styles* 3, (2021).
- Right Screenshot:** Shows the "Vancouver" citation style. The "CITATION LANGUAGE" is set to "English (UK)". The preview shows a citation: (1) 1.Smith J, Petrovic P, Rose M, De Souza C, Muller L, Nowak B, et al. Placeholder Text: A Study. *Citation Styles*. 2021;3.



ADDITIONAL CITATION RESOURCES

Some additional citation style resources can be the Cite feature of **Google Scholar**, PubMed or Illinois library. It is a good practice to cross-check the bibliography when in doubt about a citation style.

The screenshot shows the Google Scholar interface. The search bar contains the text "J. Bacteriol. (1993) 175: 4325-4334". Below the search bar, the article title "Resolution of Holliday intermediates in recombination and DNA repair: indirect suppression of ruvA, ruvB, and ruvC mutations." is visible, along with the authors "T.N. Mandal, A.A. Mahdi, G.J. Sharples, et al." and the journal "Journal of bacteriology". A "Cite" modal window is open, displaying citation styles for MLA, APA, Chicago, Harvard, and Vancouver. The modal also includes links for "BibTeX", "EndNote", "RefMan", and "RefWorks".

Search Results:

- Article: Resolution of Holliday intermediates in recombination and DNA repair: indirect suppression of ruvA, ruvB, and ruvC mutations.
- Authors: T.N. Mandal, A.A. Mahdi, G.J. Sharples, et al.
- Journal: Journal of bacteriology
- Year: 1993
- Volume: 175
- Pages: 4325-4334

Citation Styles:

- MLA:** Mandal, T. N., et al. "Resolution of Holliday intermediates in recombination and DNA repair: indirect suppression of ruvA, ruvB, and ruvC mutations." *Journal of bacteriology* 175.14 (1993): 4325-4334.
- APA:** Mandal, T. N., Mahdi, A. A., Sharples, G. J., & Lloyd, R. G. (1993). Resolution of Holliday intermediates in recombination and DNA repair: indirect suppression of ruvA, ruvB, and ruvC mutations. *Journal of bacteriology*, 175(14), 4325-4334.
- Chicago:** Mandal, T. N., A. A. Mahdi, G. J. Sharples, and R. G. Lloyd. "Resolution of Holliday intermediates in recombination and DNA repair: indirect suppression of ruvA, ruvB, and ruvC mutations." *Journal of bacteriology* 175, no. 14 (1993): 4325-4334.
- Harvard:** Mandal, T.N., Mahdi, A.A., Sharples, G.J. and Lloyd, R.G., 1993. Resolution of Holliday intermediates in recombination and DNA repair: indirect suppression of ruvA, ruvB, and ruvC mutations. *Journal of bacteriology*, 175(14), pp.4325-4334.
- Vancouver:** Mandal TN, Mahdi AA, Sharples GJ, Lloyd RG. Resolution of Holliday intermediates in recombination and DNA repair: indirect suppression of ruvA, ruvB, and ruvC mutations. *Journal of bacteriology*. 1993 Jul;175(14):4325-34.

Additional Resources: BibTeX, EndNote, RefMan, RefWorks



ADDITIONAL CITATION RESOURCES

Some additional citation style resources can be the Cite feature of Google Scholar, PubMed or Illinois library. It is a good practice to cross-check the bibliography when in doubt about a citation style.

The screenshot shows the PubMed.gov website interface. At the top, there is a header for the National Library of Medicine (NIH) with the text "National Library of Medicine" and "National Center for Biotechnology Information". Below this is the PubMed.gov logo. A search bar contains the text "dna extraction" and a "Search" button. Below the search bar, there are options for "Advanced" and "User Guide".

The main content area shows search results for "dna extraction". The first result is from "Genet Mol Res." dated 2011 Mar 29;10(1):519-25. The title of the article is "A simplified universal genomic DNA extraction protocol suitable for PCR". The authors listed are T Y Wang, L Wang, J H Zhang, and W H Dong. The PMID is 21476197 and the DOI is 10.4238/vol10-1gmr1055. There is a "Free article" link.


A "CITE" dialog box is open in the foreground, displaying the citation information for the selected article. The citation text is: "Wang TY, Wang L, Zhang JH, Dong WH. A simplified universal genomic DNA extraction protocol suitable for PCR. Genet Mol Res. 2011 Mar 29;10(1):519-25. doi: 10.4238/vol10-1gmr1055. PMID: 21476197." Below the citation text, there are options to "Copy", "Download .nbib", and "Format: NLM".


On the right side of the search results, there are buttons for "Send to" and "Display options". Below these, there are sections for "FULL TEXT LINKS" (with a "GMR" logo) and "ACTIONS" (with buttons for "Cite" and "Collections"). At the bottom right, there is a "SHARE" button.




ADDITIONAL CITATION RESOURCES


Some additional citation style resources can be the Cite feature of Google Scholar, PubMed or Illinois library. It is a good practice to cross-check the bibliography when in doubt about a citation style.

 University of Illinois Urbana-Champaign **Library Resources**

Keyword [Create Alert](#) 

[Basic Search](#) [Advanced Search](#) [Search History](#)

 **Detailed Record**



 [View record in Scopus](#)


Related Information

Times Cited in Scopus®: (53)

Find Similar Results
using SmartText
Searching.

◀ [Result List](#) [Refine Search](#) 1 of 1 ▶

 **Citation Format** 

 NOTE: Review the instructions at [EBSCO Connect](#) and make any necessary corrections before using. **Pay special attention to personal names, capitalization, and dates.** Always consult your library resources for the exact formatting and punctuation guidelines.

ABNT (Brazilian National Standards)	References WANG, T. Y. <i>et al.</i> A simplified universal genomic DNA extraction protocol suitable for PCR. Genetics and molecular research: GMR , [s. l.], v. 10, n. 1, p. 519-525–525, 2011. DOI 10.4238/vol10-1gmr1055. Disponível em: https://search-ebscobase.com.proxy2.library.illinois.edu/login.aspx?direct=true&db=edselec&AN=edselec.2-52.0-79960993443&site=eds-live&scope=site . Acesso em: 8 fev. 2023.
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[Export to Bibliographic Management Software](#) (EndNote, ProCite, Reference Manager, RefWorks, BibTeX, etc.) »



An aerial photograph of a university campus, showing various buildings, roads, and green spaces. The image is overlaid with a dark blue semi-transparent filter. The text "Part 7 – Troubleshooting some common glitches" is centered in white.

Part 7 – Troubleshooting some common glitches



MENDELEY LIMITATIONS AND COMMON FIXES

- Generally, it is a good practice to go over the reference list to check for accuracy and make any edit after unlinking the reference list.
- If there are six and more authors, Mendeley frequently generates the bibliography list with “*et al*”. If the proposal requires a complete author list, then it needs to be added manually after the bibliography is generated and unliked. The list of authors can be found in the Mendeley Reference Library.
- Depending on the citation style, Mendeley may use standard journal name abbreviations, e.g., ‘PNAS’ for ‘The Proceedings of the National Academy of Sciences’. If the proposal requires complete journal names, then this change needs to be made manually after the bibliography is generated and unliked.
- OPD has experienced some glitches while using Mendeley on the browser version of MS word on One drive. We recommend making changes to the word document using the desktop application over using the browser version, especially when working in large teams.



Part 8 – Other Mendeley Resources



OTHER MENDELEY RESOURCES

1. University Library Mendeley resource- <https://guides.library.illinois.edu/mendeley>
2. Mendeley Help Guides - <https://www.mendeley.com/guides>



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