Introduction to Mendeley
What is Mendeley

Organize your documents + references
Collaborate by joining + creating groups
Discover statistics + recommendations
Stay up to date + learn more
Store your data
Manage your career
What is Mendeley?

Academic Software
Cross-Platform (Win/Mac/Linux/Mobile)
All Major Browsers
Overview
Using Mendeley
Getting started

Create a free account

First Name  Last Name
Email
Password

Get started
Organize
Setting Up A Library
Mendeley Desktop
Adding Documents

Select a file or folder to add from your computer

Watch a folder

Add reference by manually entering details

Import from another reference manager, or BibTeX
Document Details Lookup

Enter the DOI, PubMed or ArXiv ID and click on the magnifying glass to start lookup.
Finding New Research

Mendeley Web Importer

Mendeley Research Catalog

For better or worse: Prior trial accuracy affects current trial accuracy in visual search.
Winkle, Jonathan; Biggs, Adam; Ericson, Justin; Mitroff, Stephen (2015)
Journal of vision vol. 15 (12) p. 1371

Add to:
All Documents

Tags:
Enter your tags here (Tag 1; Tag 2; ...)

Notes:
Web Importer

How it works

1. Drag the "Save To Mendeley" button to your Bookmarks Bar
   
   Can't see your Bookmarks Bar?

2. Find an article
   
   Search for articles in a wide variety of sites, such as those listed below.

3. Click the "Save to Mendeley" bookmark
   
   Click the "Save to Mendeley" bookmark you just created, and the article details will display on the right hand side of the page.

4. Review the details and Save
   
   If the details look ok, click the "Save" button.

   Next time you sync Mendeley Desktop, any newly saved articles will appear in the "Recently Added" section.
Web Importer

Click ‘Save to Mendeley’ to import references from your search results
Scopus and Science Direct
Sync
Organize
Managing Your Library
Manage Your Library

- All items in your personal library
- Items added in the last two weeks
- Access your recently read items
- All items you’ve starred in your library
- Items in need of review

Use column headings to order your references
Mark entries read or unread
Entries with attached PDFs can be opened with the PDF Reader
Star items to mark them as favorites
Create and Use Folders

References not added to a folder will appear in ‘unsorted’

Your folders will be listed below. Drag and drop to re-order them.

Use ‘Create Folder’ to enter a new folder name.
Enter your search term in the search field

The main view will be filtered accordingly

Click on a specific folder to search within it

Use the clear button to remove the search filter

Mendeley’s search tool will look at reference metadata, but will also search within the full text of PDF papers.
Search Your Documents

Add tags to papers in your library which share a common theme.

Use the Filter Menu to filter your library view to only include tagged items.

You can also filter by Author, Author Keywords and Publication.
File Organizer

Preferences

- Organize my files
  - Copy files to: `/schulersanchez/c/Documents/Mendeley Desktop`
  - View in Finder
  - Sort files into subfolders
  - Unused fields: Year, Title

- Folder path:
  - Author, Journal

- Example:
  - `/Users/schulersanchez/Documents/Mendeley Desktop/Author/Journal/`

- Rename document files
  - Unused fields: Journal
  - Drag bubbles **down to add** or **up to remove**.

- File name:
  - Author, Year, Title

- Example:
  - **Author - Year - Title.pdf**

[Apply] [Cancel] [OK]
File Organizer
File Organizer
Checking for duplicates
New Horizons

The New Horizons mission received approval in November 2001. Its objective was to send a spacecraft to Pluto - the only unexplored planet (still recognized as a planet at that time) in the solar system. Previous missions intended to reach Pluto - including Pluto Fast Flyby and Pluto Kuper Express - had been cancelled, but after a thorough new profile selection process, NASA committed to launching New Horizons as part of its New Frontiers program.

Due to the distances involved - New Horizons would have to cover nearly three billion miles to reach its objective - the craft was designed to have as little mass as possible, but would be launched using the huge Atlas V expendable launch system. This guaranteed the greatest possible velocity for the craft.

When the mission launched on 19 January 2006, the probe left Earth on a solar system escape trajectory travelling at nearly 37,000 mph. It crossed the Moon's orbit just eight hours and thirty-five minutes after liftoff, and reached that of Mars only 78 days later. The probe gained a gravity boost from the gas giant Jupiter to accelerate past 51,000 mph, but would still have over eight years to travel to its objective. New Horizons is expected to make its closest approach of Pluto and its moons on July 14, 2015.

Phoning Home

Communicating with a probe three billion miles from Earth poses a number of challenges for the New Horizons team. Luckily, they can rely on NASA's Deep Space Network.
Open Access Publishing: What Authors Want

Rajiv Nariani and Leila Fernandez

Campus-based open access author funds are being considered by many academic libraries as a way to support authors publishing in open access journals. Article processing fees for open access have been introduced recently by publishers and have not yet been widely accepted by authors. Few studies have surveyed authors on their reasons for publishing open access and their perceptions of open access journals. The present study was designed to gauge the uptake of library support for author funding and author satisfaction with open access publishing. Results indicate that York University authors are increasingly publishing in open access journals and are appreciative of library funding initiatives. The wider implications of open access are discussed along with specific recommendations for publishers.

"An open-access fund is a pool of money set aside by an institution to support publication models that equitable support for the business model for open access journals. This would place the subscription and article processing-fee
New Horizons

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When the mission launched on 19 January 2006, the probe left Earth on a solar system escape trajectory with a velocity of 37,000 mph. It crossed the Moon's orbit just eight hours and thirty-five minutes after lift-off, and reached 786 million miles away. The probe gained a gravity boost from the gas giant Jupiter to accelerate past 57,000 mph, taking over eight years to travel to its objective. New Horizons is expected to make its closest approach of Pluto on July 14, 2015.

Phoning Home

Communicating with a probe three billion miles from Earth poses a number of challenges for the New Horizons team. Luckily, they can rely on NASA's Deep Space Network.
Cite
Using the Mendeley Citation Plug-In
Install the Citation Plug-in
The Citation Tool Bar Appears in Word Automatically

The Mendeley Citation Plug-in makes it easy to insert citations into your research.

Mac

Windows
Generate In-Text Citations in Word
Merging Citations

Lorem ipsum dolor sit amet (Boudon 1986) (Ingold 1940)

Lorem ipsum dolor sit amet (Boudon 1986; Ingold 1940)
Inserting Your Bibliography


Finding a Citation Style

Use Mendeley to convert your citation style in seconds. Select from a wide range of citation styles, including:

- American Medical Association
- American Psychological Association
- American Political Science Association
- American Sociological Association
- Chicago Manual of Style 16th edition (author-date)
- Harvard Reference Format (author-date)
- Modern Humanities Research Association 3rd edition
- Modern Language Association 7th edition
- Nature

Click on "More Styles..." to see all available styles. You can also specify whether to include URLs and date accessed in bibliographies.
The CSL Editor

Find and edit CSL citation styles

Search by name
If you’re looking for a style like APA, Harvard, etc... just use the search box at the top of the page to search for a style name, or journal title.

Search by example
If you don’t know the name of the style, but know what the final citation should look like, you can use our search by example tool to find styles that most closely match.

American Journal of Medical Genetics

1. Find a style

2. Edit the style
If you can’t find a style that quite suits your needs, find one that’s a pretty close match and click the “Edit style” button to open that style in the visual editor.

3. Use the style
Once you’ve found a style that’s suitable for you to use, simply click the “install” button on the search results, or “Save” a style you’ve edited, to use it in Mendeley Desktop.

(INLINE CITATION)
(McInnis & Nelson, 2011)

(BIBLIOGRAPHY)
Collaborate
Join and Create Groups to Share References
Create Groups

See the groups you created, joined or follow.

Add documents to a group by dragging and dropping.
Private Groups
Collaborate with Your Research Team

Share full-text documents with members of your private group
Share highlights and annotations

Each group member is assigned a different color for highlighting
Create your research profile

Connect with colleagues and join new communities

Receive personal stats on how your work is used

Promote your work and interests to a global audience

Share your work with other researchers
Showcase Your Publications

1. Add your own publications
2. Mendeley adds the PDFs to the public database
3. Showcase them on your profile
Find Colleagues

Search for people and click ‘Follow’ to get regular updates.
Discover
New Research, Recommendations, and Impact
Literature Search

Search the catalogue

If the full text is available, you’ll see a download icon:

Save new research to your library with one click
Search the Catalog Online

Conduct advanced searches or browse by discipline

Find new research based on what is popular or the most recently added
Quickly Add New Research

If the article is freely available, it’s a one-click addition to your library.

Or use Open URL to locate the full text.
Get Statistics

How to choose a good scientific problem.
by Uri Alon
Biological Sciences - Miscellaneous Papers

Molecular Cell (2002)
Volume: 8, Issue: 6, Publisher: Elsevier Inc., Pages: 726-728
PubMed ID: 12082308

Social statistics help you learn about others using this paper.
Related Documents

2011: The immune hallmarks of cancer

Breast cancer is characterized by a distinct metastatic pattern involving the regional lymph nodes, bone marrow, lung and liver. Tumour cell migration and metastasis share many similarities with leukocyte trafficking, which is critically regulated...

Save reference · Get full text at journal · Related research

2011: the immune hallmarks of cancer

Ten years after the publication of the position paper “The hallmarks of cancer” (Hanahan and Weinberg Cell 100:5770, 2000), it has become increasingly clear that mutated cells on their way to giving rise to a tumor have also to learn how to thrive in...

Save reference · Get full text at journal · Related research

The immune hallmarks of cancer 2011
Federica Cavalli, Carla De Giovanni, Patrizia Nanni, Guido Forni, Pier-Luigi Lollini in *Cancer Immunology, Immunotherapy : CII* (2011)

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Save reference · Get full text at journal · Related research

96 readers
Related Documents

1. Select two or more articles
2. Click ‘Related Documents’
3. Receive customized recommendations
Based on all the articles in your library

**Patient-reported outcomes in the ProtecT randomized trial of clinically localized prostate cancer treatments: Study design, and baseline urinary, bowel and sexual function and quality of life**

Lane A, Metcalfe C, Young G J, Blazeby J, Av... BJU International (2016)

+ Save reference

[Get full text at journal](#)

**Four-year efficacy of RTS,S/AS01E and its interaction with malaria exposure.**


+ Save reference

[Get full text at journal](#)

**A pilot randomised controlled trial of personalised care after treatment for prostate cancer (TOPCAT-P): nurse-led holistic-needs assessment and individualised psychoeducational intervention: study protocol.**


+ Save reference

[Get full text at journal](#)

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Based on your research interests

**Urology**

Screening and prostate cancer mortality: Results of the European Randomised Study of Screening for Prostate Cancer (ERSPC) at 13 years of follow-up


EAU guidelines on prostate cancer. Part 1: Screening, diagnosis, and local treatment with curative intent - Update 2013

Heidenreich A, Bastian P J, Bellmunt J, Bolla... European Urology (2014)

**Surgical Oncology**

**Prostate Cancer**

**Androgen Receptor Signalling and Prostate Cancer Genomics**

**Cardiology**

Tracking the origins and drivers of subclonal metastatic expansion in prostate cancer.

Hong M K H, Cmero M, Sapre N, Kurganov... Nature communications (2015)

+ Save reference
Measure your impact
Mendeley stats
Stats

Citations: 19,723
h-index: 75
Publications: 587
Views: 109K
Readers: 16,022

Performance Timeline

Views this month: 1,512
Your publications have received 1,512 views so far this month and a cumulative 17,343 views so far this year.

Citations this month: 62
Your publications have been cited 62 times so far this month and a cumulative 1,666 times so far this year.
Mendeley Data
Safely store your data so it can be cited and shared
Mendeley Data

Put your research data online today
so it can be cited, shared and secure

Start uploading

For datasets big and small
Store your research data online

Quickly and easily upload files of any type and we will host your research data for you. Your experimental research data will have a permanent home on the
Manage your career
Careers

Search 35,138 science and technology jobs on Mendeley Careers

Discipline  Location

Agricultural and Biological Sciences  652
BioChemistry, Genetics and Molecular Biology  391
BioMedical Science  234
Biotechnology  207
Business, Management and Accounting  3449
Chemical Engineering  2073
Chemistry  1733

Computer Science  7821
 Dentistry  288
Earth and Planetary Science  315
Engineering  11263
Environmental Science  395
Material Sciences  2329

Medicine  17716
Nursing and Health Professionals  17049
Pharmacology, Toxicology and Pharmaceutical Science  2394
Physics and Astronomy  585
Psychology  712

View all  

Stay in touch
Updates, feedback, resources
Stay Up-to-Date and Learn More

Blog.mendeley.com
Resources

http://community.mendeley.com/guides
Feedback

http://feedback.mendeley.com
Mendeley Support

http://support.mendeley.com
Become a Mendeley Advisor

Mendeley Advisor Program

Help us spread the word across the globe

Become an Advisor

Join the global network of over 2,200 Mendeley Advisors! Our Advisors range from students to professors in nearly every continent. (We’re coming for you Antarctica.) Advisors can choose how they want to participate and the Advisor program is designed to fit around your work schedule - not the other way around.

Apply to the advisor program

My greatest use of Mendeley is in networking, and collaborating with others within open and closed groups.

Mendeley makes it much easier to share information with our overseas colleagues - we can discuss research...
Mendeley Institutional Edition (MIE)

Turning usage analytics into actionable results
Overview

MIE group will be searchable
Differentiation from public groups by the Institution logo on the right of the MIE group
MIE group overview page

4 tabs for easy navigation

Allows you to overview of recent publications by members

Information on your group including owner, description, members and top authors
Editing group details

Name that is easily searchable and recognizable by your researchers

To indicate the purpose of group i.e. official group for XXX university’s students and researchers

Your institution’s logo

Your institution’s official website
Members settings

Not in use (to be removed during the next upgrade)
Recommend to use Standard URL link

1. Share this group via a broadcast link
2. Invite people one by one
3. Bulk invite

Download a list of invited emails with their acceptance statuses.

Set a new owner for this group

E-mail address: user@example.com

Invite
Inviting members

One by one and Bulk Invite

- Invite people one by one
  - Enter e-mail and press enter:
    - user@example.com
  - Edit message (optional)

- Bulk invite
  1. In order to invite members in bulk, you'll need to upload a CSV (comma separated value) file with the users information. You can add multiple CSVs. Spreadsheet programs such as Microsoft Excel allow you to create and edit CSV files.
  2. Upload list of users in CSV format (max 10MB):
     - Browse... No file selected.
     - Edit message (optional)

Accepted – User accepted is now a member of the group
Sent – Invitation email sent but the user has not acted on it
Viewed - Email invitation has been viewed but user has not acted on it
Created – User will only see the invitation once they log into Mendeley as user has elected to not receive email notifications

Quick and easy way to invite a few users
Highly recommended if you have a list of researchers email addresses – fastest way to get users on board

Checking Invite Status
Members page

Search for member

Owner, admin displayed on top then followed by latest joined

Navigate through the list of members

Change individual’s permission level
Removing group members

Overview

Members

Settings

Analytics

Group

Qingyong Woon · Admin
Senior Professional
Elsevier

Send Message
Transfer group ownership
Make member
Remove from group

Bulk remove

1. To remove members from this group, you'll need to upload a CSV (comma separated value) file with a list of members' email addresses. Your CSV file should be formatted as a table, with just one column (email address).

2. Upload list of member email addresses in CSV format (max 10MB):

Browse... No file selected.

Upload members to remove
Uploading journal holdings

Compare what you are subscribing vs what your researchers are reading or publishing to assist your purchasing decisions.

Organisation Holdings
No holdings have been uploaded.

Upload Holdings
The holdings file must be a comma-separated or tab-separated file, with one heading row and columns in this order:

<table>
<thead>
<tr>
<th>Title</th>
<th>ISSN</th>
<th>eISSN</th>
<th>Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nature Immunology</td>
<td>0154-5402</td>
<td>1645-3502</td>
<td>Full Text</td>
</tr>
</tbody>
</table>

You can upload up to 200,000 journal titles. Note that uploading a large number of titles may take up to a few minutes. Please do not refresh the page during the upload.
OpenURL Resolver (Changed)
1 month after MIE group is set up
All users with a validated institutional email address associated with MIE group will be automatically enrolled to the MIE group
MIE Analytics
Reading, Publishing, Impact and Social metrics
Web Dashboard: Overview

Overview of:
- What members are Reading
- Publishing (by self submission)
- Who is reading member’s publications
- Group participation

Overview

What members are reading

<table>
<thead>
<tr>
<th>Journal</th>
<th>Reads</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computers in Human Behavior</td>
<td>211</td>
</tr>
<tr>
<td>Procedia - Social and Behavioral Sciences</td>
<td>156</td>
</tr>
<tr>
<td>Nature</td>
<td>136</td>
</tr>
<tr>
<td>Scientometrics</td>
<td>125</td>
</tr>
<tr>
<td>International Journal of Rock Mechanics and Mining Sciences and</td>
<td>123</td>
</tr>
</tbody>
</table>

See more >

What members are publishing

<table>
<thead>
<tr>
<th>Journal</th>
<th>Articles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Journal of Informetrics</td>
<td>5</td>
</tr>
<tr>
<td>COMSAT Technical Review</td>
<td>4</td>
</tr>
</tbody>
</table>
Web Dashboard: Reading Details

- Reading statistics by journal and # of articles of your members
- Display trends of the last 12 months or last month or by discipline
- CSV file can be downloaded
Web Dashboard: Publishing Details

- Shows output by journal titles
- Compares most prolific members
- Trends by 5 years and 1 year
Web Dashboard: Impact Details

- Shows which of the members’ publications are most widely read
- Members with the most readers
### Members' social activity

**Joined**
- All time
- This year
- This month
- This week

**Groups**

<table>
<thead>
<tr>
<th>Group Name</th>
<th>Members Joined</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elsevier</td>
<td>10 members</td>
</tr>
<tr>
<td>Mendeley Staff</td>
<td>12 members</td>
</tr>
<tr>
<td>Pragmatic</td>
<td>12 members</td>
</tr>
<tr>
<td>altmetrics</td>
<td>10 members</td>
</tr>
</tbody>
</table>

**Discipline (members)**
- Biological Sciences: 5 members
- Business Administration: 7 members
- Computer and Information Science: 7 members
- Social Sciences: 10 members

*Disciplines with less than 5 members will not be shown for privacy purposes.*

- **Which groups are your members joining?**
- **Trending by year, month, week**
Monthly report of user and group metrics

- 10 different charts for you to analyze
- Owner will receive the report
Rolling Out Support
Phase 1 – Pre launch
• Form Mendeley project team (group owner, admin, trainers, publicity, IT)
• Determine objectives
• Determine users and usage of Mendeley
  • (Faculty, Discipline, #)
• Determine roll-out date

Phase 2 – Trainings / Set up
• Share resources by Elsevier
• Train the trainer (f2f, Webinars)
• Mendeley webpage in library site setup
• Work with IT on installing Desktop and Web importer etc.

Phase 3 – Roll Out
• Broadcast through email,
• Publicity thru posters, social media etc.
• Trainings to end users (f2f, Webinars)
• Targeted publicity to key departments, schools, labs
• Promote usage through advisors and professors

Phase 4 – Routine & Optimization
• Regular user trainings
• Analytics monitoring and enhancement
• Share tips and tricks
• Survey

*Bold – Highly Recommended
Stay up to date
Keeping in touch with Mendeley’s ongoing developments