MENDELEY

QUICK REFERENCE GUIDE

MENDELEY

Mendeley improves your research workflow by...

...helping you promote your research expertise

...allowing you to create a centralized reference collection

...simplifying the writing process

...enabling you to securely organize your references

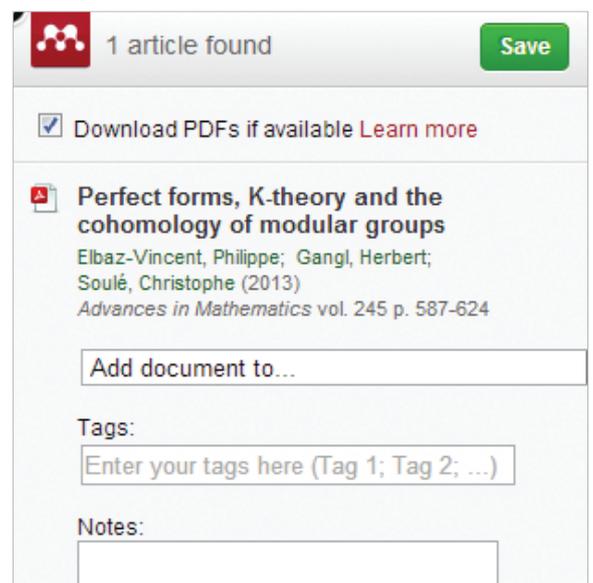...providing a space to connect and collaborate with your contacts

...helping you record knowledge and share ideas

Over four million Mendeley users around the world are collaborating, getting noticed and furthering their research. Find out what Mendeley can do for you.

1. Discover and download resources

**There are many ways to add articles to your Mendeley library. Try one of these popular methods:**

- **Search online databases** such as Google Scholar. Download references and documents using the Mendeley Web Importer.
- **Install the Web Importer** from the 'Tools' menu in Mendeley Desktop and import articles directly from your browser.
- **Import from another reference manager:** use the import function under the 'File' menu in Mendeley Desktop.
- **Use a 'watched folder':** create a folder on your own computer and tell Mendeley to watch this folder using the settings under the 'File' menu, or via 'Preferences' under 'Mendeley Desktop' if you're on a Mac. Each PDF saved to that folder will be automatically imported to your Mendeley library.
- **Search Mendeley:** use either the 'Papers' tab on mendeley.com or 'Literature Search' in Mendeley Desktop.

1 article found   Save

☑ Download PDFs if available Learn more

Perfect forms, K-theory and the cohomology of modular groups
Elbaz-Vincent, Philippe; Gangl, Herbert; Soulé, Christophe (2013)
Advances in Mathematics vol. 245 p. 587-624

Add document to...

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

Notes:

📁 2. Organize, store and retrieve your papers - anytime and anywhere

Once documents are in your Mendeley Library you can organize them using folders and tags.

- **Create folders** to keep various research interests separate from one another.
- Add **tags** to make it easy to find articles.
- Use the **'Sync' button** so that changes you make in Mendeley Desktop are stored in the cloud.
- **Retrieve your research anywhere** by accessing your Web Library in an internet browser.
- **Read and annotate on the go** by using the dedicated iOS and Android apps on your phone or tablet.
- Use **Mendeley Suggest (www.mendeley.com/suggest)** to receive personalized paper recommendations based on the contents of your library and developments in your field.
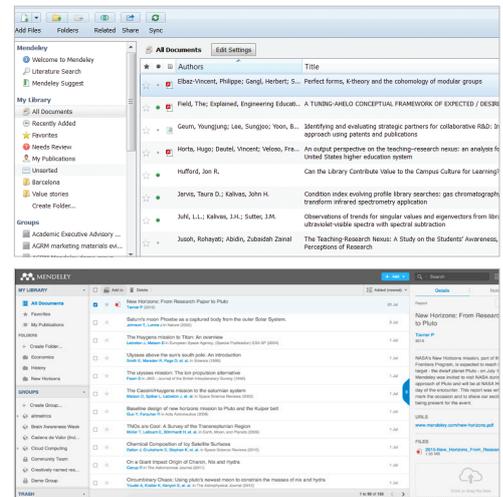
📄 3. Read and annotate your papers and notes

Mendeley's PDF reader allows you to access your papers wherever you need them. Order your thoughts by highlighting and adding notes to papers.

- Open as many papers as you need in Mendeley Desktop and **use tabs** to switch between them easily.
- **Don't lose your place**: Mendeley remembers where you had reached in a document and opens your papers at the same location on all your devices.
- **Highlight** interesting passages to allow you to easily pick them out later.
- Add **sticky notes** to help record your thoughts as you're reading. Quickly jump back to each one using the 'Notes' tab in Mendeley Desktop, or add document-wide notes to provide at-a-glance information.
- **Retrieve your notes anywhere**: notes you make in Mendeley Desktop are available in your Web Library and on your mobile device after syncing. It works both ways: add notes from your phone and retrieve them on your main computer later on!

🗂 4. Collaborate and share knowledge with others in your field

Mendeley allows you to create and join groups, enabling you to share ideas and resources with other users. Check with your librarian if your institution already has an institutional group to get an upgraded account.

- Join one of the many **public groups** to exchange ideas and reference information with Mendeley users around the world.
- **Share full-text papers** via Mendeley's private groups: allow your collaborators to read the same materials as you by dragging and dropping them into the group in Mendeley Desktop, or using the 'Add to' menu in the Web Library.
- **Collaboratively highlight and add notes to a paper** by opening it from within a private group. Your annotations will be available to other group members and they can also add their own thoughts. To allow you to distinguish them, each group member's additions appear in a different color.

5. Create and update citations and bibliographies using any of the 8,000+ styles

Mendeley helps you easily create and format citations in papers you are writing.

- Install the **Mendeley Citation Plugin** found under the 'Tools' menu in Mendeley Desktop.
- Once installed, the plugin is usually visible in the **'References'** tab of the MS Word menu bar. The exact location will depend on the version.
- You can now easily:
  - **Insert citations** (always click 'Cite').
  - **Insert a bibliography** at the end of your paper or chapter.
  - Choose from **over 8,000 citation formats** and change the citation style with just a few clicks. Create new styles or modify existing styles to format your work to your exact needs.
- The Citation Plugin is also compatible with **LibreOffice**.
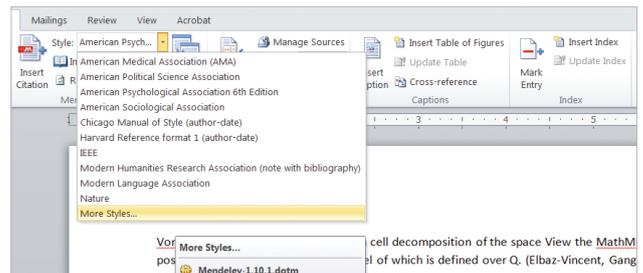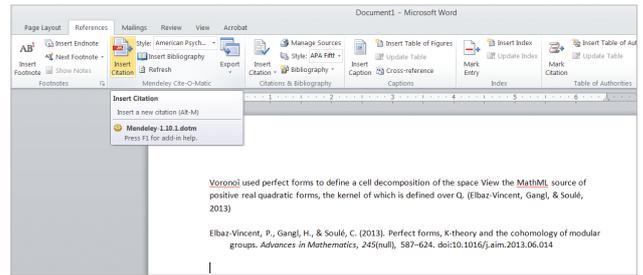
6. Promote yourself to an international audience by building your personal profile and connecting with others

Mendeley allows you to share your expertise with the world by putting together a personal profile containing your interests and publications.

- Your Mendeley profile allows you to **promote yourself** to other researchers.
- **Add your personal publications** to make them available to other Mendeley users and to claim ownership in the Web Catalog.
- You'll also receive **personal statistics** on how your publications are being used.
- You can also **connect with other users** by following them to receive updates on their activity.
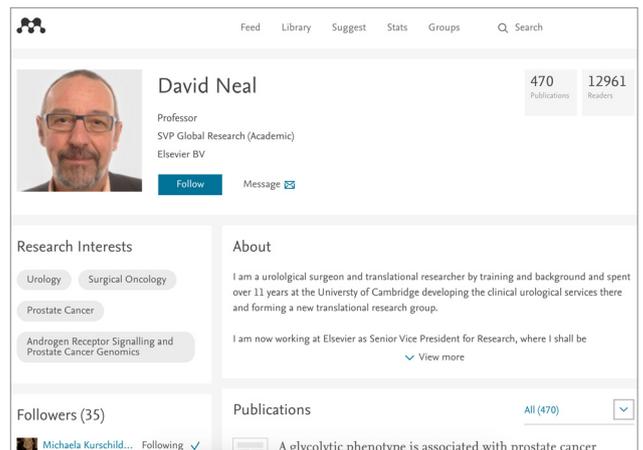
Mendeley Institutional Edition (MIE) is a product based on core Mendeley capabilities, but includes enhanced features for researchers and librarians:

- **Premium upgrades** for all users at the institution.
- An **analytics dashboard** to help librarians track usage and support institutional objectives.
- **Alumni access policy**, providing premium upgrades for 12 months.

Find out more:

http://www.elsevier.com/solutions/mendeley/Mendeley-Institutional-Edition

We hope you enjoy working with Mendeley, the free reference manager and academic social network. If you need more help using Mendeley, have a look at our detailed collection of guides, available at:

resources.mendeley.com

For further support or to find answers to your questions, visit:

support.mendeley.com