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### Guide to using the Zotero library of the
### DOSI Climate Change WG

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The DOSI Climate Change Working Group has a Zotero[1] library full of references that can be accessed by everyone. You can use this resource to access literature related to how climate change affects life in deep water masses. **You can view and browse all references online without a Zotero account!** If you also want to access these references offline or add references yourself, you will need to create a free account. This short guide tells you how you can browse and add references in this library.

Link to the group **page**: https://www.zotero.org/groups/447855/dosi_climate_change_wg
Link to the group **library**: https://www.zotero.org/groups/447855/dosi_climate_change_wg/library

Any questions or requests regarding this library can be directed to Nadine Le Bris (lebris@obs-banyuls.fr) or Daniëlle de Jonge (dsd3@hw.ac.uk).

Please be aware there is some moderation of the references added. References must refer to publications strictly considering the connection between climate change and the environment of deep-water masses. There is no restriction on the field of science, i.e. this connection may be considered from the field of geosciences, climate sciences, oceanography, ecology, economics, policy, etc.

Jump to:

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[1] Zotero is a reference manager (just like Mendeley, EndNote, RefWorks) and is open source software developed by an independent, non-profit organization.

**Option 1: I don't have a Zotero account, and want to keep it this way.**

<u>Browsing references:</u>

Open a browser and go to the group **library** (link above).

1. You can sort the references based on title, author ('Creator') and Date by clicking the column.
2. You can search for specific keywords, authors, or years in the search bar on the top right.
3. You could filter by tags on the bottom left, but be aware we do not consistently assign these.
4. You can add columns to filter by (e.g. publisher, date added, added by) by clicking the small column icon upper right and add or remove check marks.



<u>Adding references:</u>

Email the reference(s) you would like to add to Nadine Le Bris (lebris@obs-banyuls.fr) or Daniëlle de Jonge (dsd3@hw.ac.uk). They will add the reference(s) for you.

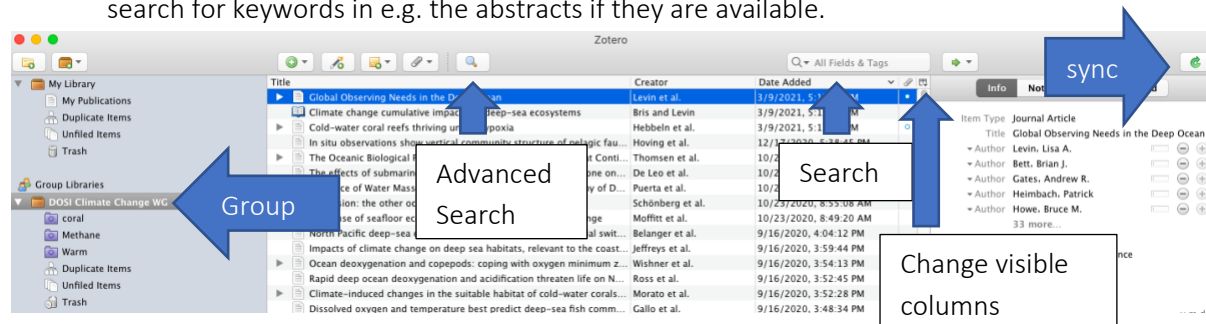**Option 2: I have or I want to have a Zotero account.**

Creating an account

With an account you can browse online as described above, but it is also possible to sync the references with an offline version of Zotero on your desktop and use it as a reference manager.

1. Go to https://www.zotero.org/user/register and create a free account.
2. Go to your email to confirm your account.
3. Go to https://www.zotero.org/download/ to download Zotero desktop for your computer. This will install Zotero as a reference manager, and allows you to browse the references more easily (e.g. searching by keywords in abstracts) and use all other features you would expect from a reference manager. For help on installation go to https://www.zotero.org/support/installation.
4. After installation, open Zotero Desktop, go to 'Preferences > Sync' and fill-in your account name and password. Now, the local references on your computer will be synced to your online Zotero account.
5. Go back to your desktop version of Zotero, and click the "sync" button ('refresh' icon). Now a new folder should appear under "Group Libraries" called "DOSI Climate Change WG" with any existing sub-folders.

Browsing references

With an account you can of course browse the references online just as people without an account (see Option 1: I don't have a Zotero account, and want to keep it this way.). In the offline desktop version of Zotero, you can browse references more easily.

- As in the online version, you can add columns you want to view and sort, and you can do a quick search by using the search bar.
- In the offline version, you can also do an advanced search by clicking the magnifying glass and search for keywords in e.g. the abstracts if they are available.



Becoming a group member

1. Go to the Zotero group **page** (link at top) in your browser, and request to become a member by clicking the red button on the right that says '**join**' (make sure you're logged in!).
2. Your membership status will be 'pending' until one of the group administrators accepts your request. We like to know who you are ☺, so please write your name and -if you have one- your affiliation and field of research in your account profile! You can do this by clicking your name at the top of the page, and then 'edit profile'.
3. Once you're accepted you can view your status on the group **page** (link at top). On the right you can view the owner of the group, the group type and your library access rights. If this says "**Library Access: You can view and edit**" it means you have the right to make changes to the library. If you don't have this right and would like to have it, please contact one of our admins

(Nadine Le Bris lebris@obs-banyuls.fr or Daniëlle de Jonge dsd3@hw.ac.uk) to change your library access rights.
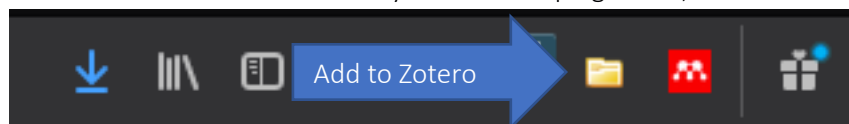
4. If you don't want to be a member anymore, you go to the group **page** (link at top) in your browser, and click the red button the right that says '**leave'**.

Adding references

You are always free to forward any references you would like to add to Nadine Le Bris (lebris@obs-banyuls.fr) or Daniëlle de Jonge (dsd3@hw.ac.uk). They will add the reference(s) for you.

You can also easily add references yourself if you are a member with library access rights. There are various ways of doing this.

1. Open Desktop Zotero.
2. Add references:
   a. If you already the reference in your personal library, you can simply **drag** the reference to the group library.
   b. You can add the reference to our group library **from your desktop**. There are MANY ways of doing this (manually, importing a .bib file, automatic reading of pdf metadata, etc.): see https://www.zotero.org/support/ and look at the topics under 'Getting Stuff Into Your Library').
   c. The easiest way to add references is directly **from your browser** using the Zotero Connector plug-in for your browser (see https://www.zotero.org/support/adding_items_to_zotero).
      i. Download the plug-in,
      ii. Go the paper webpage you want to add (preferably the stable DOI url),
      iii. Click the 'save to Zotero' icon in your browser plug-in bar,



      This is a Chrome plug-in bar that can be found on the top right of your browser screen.
      iv. Choose 'Saving to > DOSI Climate Change WG' folder, and click 'Done'!
      v. Beware that you always need to open your Zotero Desktop in order to use this plug-in icon!
3. Your Desktop version will automatically sync with the online group library. If you want to be sure, click the 'sync' button ('refresh' icon, see figure under 'Browsing references') to manually force syncing.