**Mendeley for Literature Review**

# Creating Groups

Mendeley is great when doing literature review by yourself or on a team. It is **free** to download to a desktop and it stores pdfs online allowing access from almost anywhere. This is a great resource to keep track of citation formatting and to share documents with your group. Once a document is in Mendeley you can create annotations, highlight, and write notes to share with the rest of the group. Below I show you how to make a group and invite your DEVELOP teams into that group.

\*Note: group sharing is only free for groups of ~3. However you can work around this by having multiple groups and having one person in charge of syncing your articles, however it is up to each node to decide what works best for you. Some universities have an upgraded plan for Mendeley so see if you have access.

1. First go to [Mendeley](https://www.mendeley.com) and make an account if you don’t already have one.
2. Once you sign in click on  at the upper left corner of the page.
3. This will take you to the newsfeed page where you should click on “Groups” found in the toolbar at the top of the page.



1. Click on the  button and give it a name. You will want to keep your group private so that everyone can upload and share documents. When you are done click “Create Group”
2. You have created your group now let’s invite your team. Click on your group:



1. Select members and enter the emails for your team, make sure to invite the emails that were used for the Mendeley account.\*
2. All Done

\*In order for your team to see your highlights or notes you will need to sync your progress



Here are some additional tips:

* You can import references from endnote, zotero, refworks.
* Have your paper list viewed as citation styles and how to set your citation style:
	1. On Mendeley Desktop go to “view” found in the top toolbar and select “library as citations”
	2. Go to “view” and “citation style” select “American Psychological Citation 6th edition”
		+ If you search by DOI citation information is automatically filled for you and for the most part it is correct.
		+ When using APA in Mendeley it does not have a consistent capitalization for article titles, meaning whatever you type for the article title will be displayed in as your reference.
* There is a Mendeley [plugin](http://support.mendeley.com/customer/en/portal/articles/168756-installing-and-using-the-word-plugin-in-windows) for Word. This is extremely useful!