## MANUAL REFERENCE MANAGER MENDELEY

Oleh:

Perpustakaan Unika Soegijapranata 2019

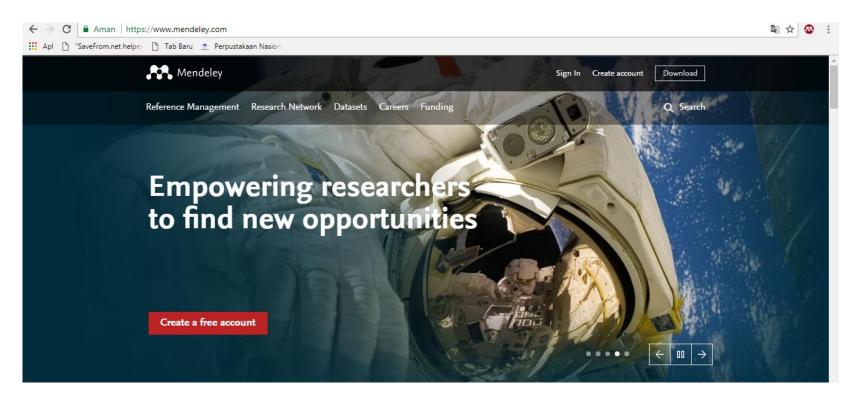
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- III. Import Dokumen
- IV. Memasukkan Artikel ke Mendeley Desktop
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- VI. Memberi Highlight dan Note pada Artikel
- VII. Membuat Folder
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- XIV. Membuat Sumber Kutipan
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#### I. PENDAFTARAN AKUN MENDELEY

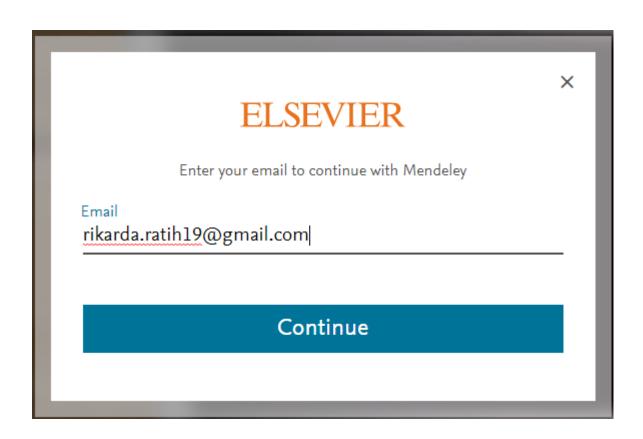
Ketik: www.mendeley.com

Pilih: create a free account



#### Masukkan email untuk username





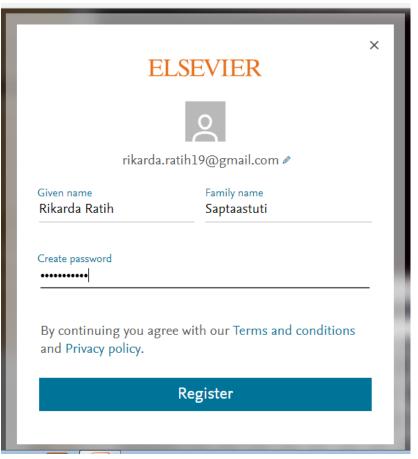
#### Isilah Nama dan Password

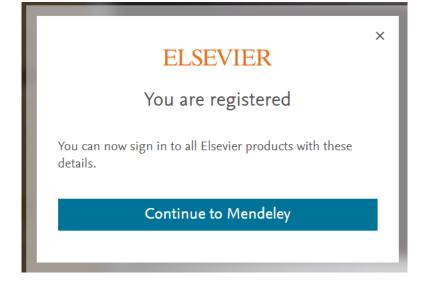


register

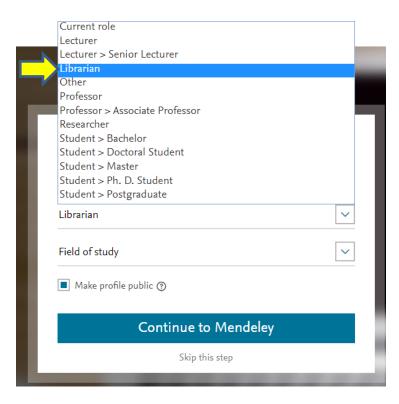


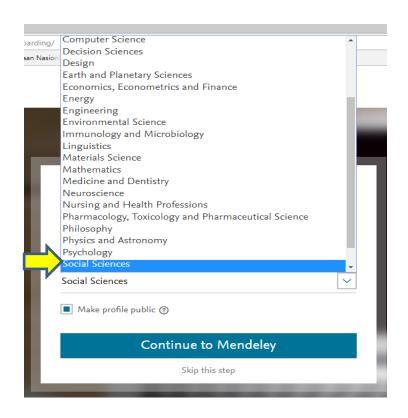
continue to Mendeley





#### Pilihlah Current Role dan Field Study





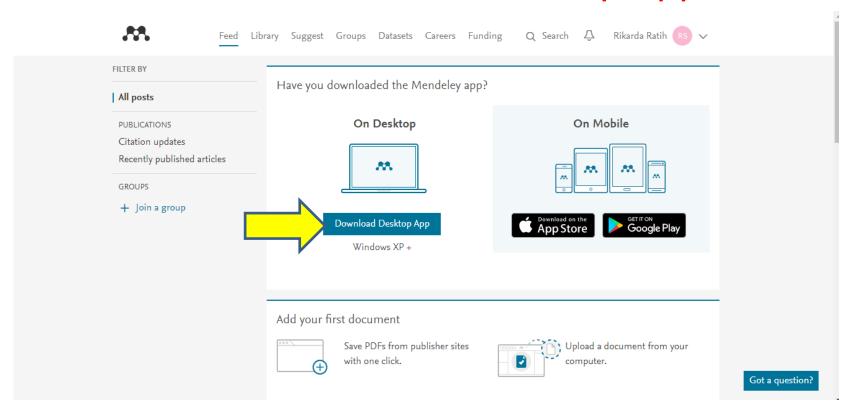


continue to Mendeley

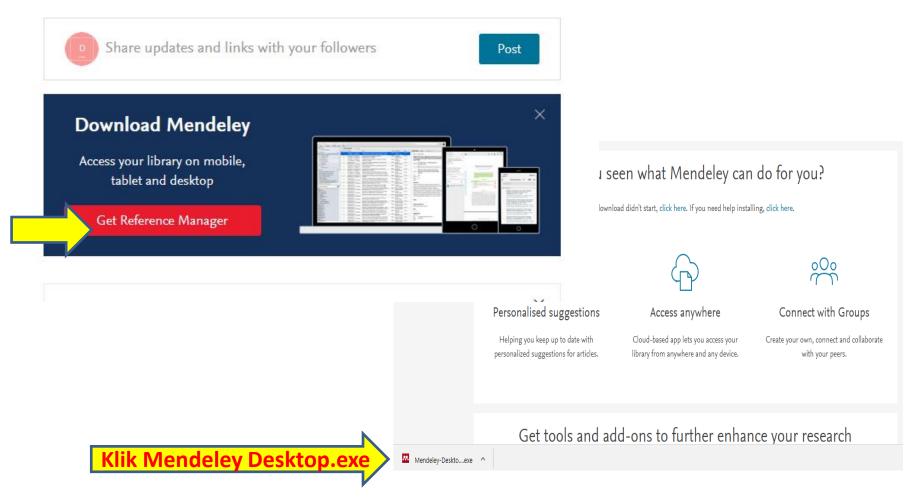
#### II. DOWNLOAD MENDELEY DESKTOP

Mendeley Desktop digunakan untuk mengelola artikel ilmiah yang akan digunakan sebagai sumber rujukan, membuat sumber kutipan dan daftar pustaka

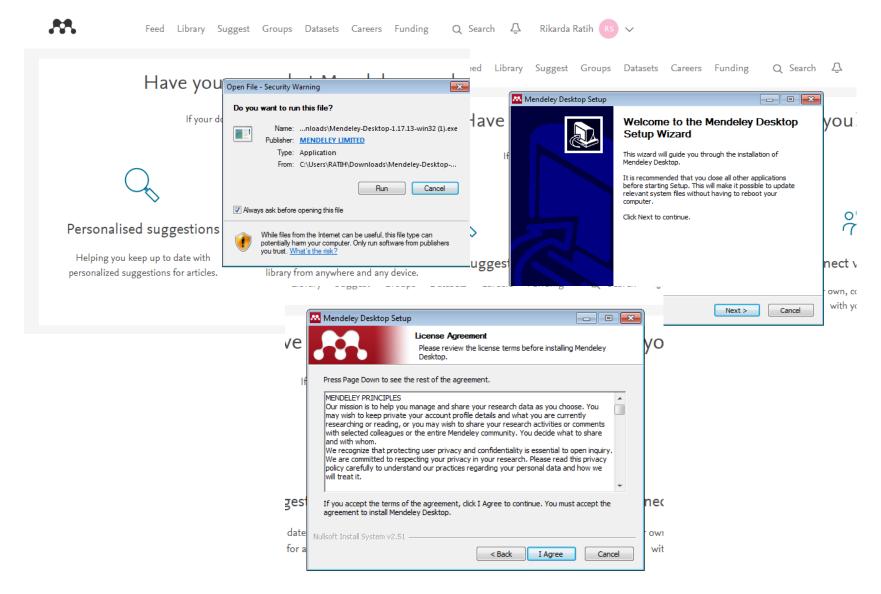
#### Pilih Download Desktop App



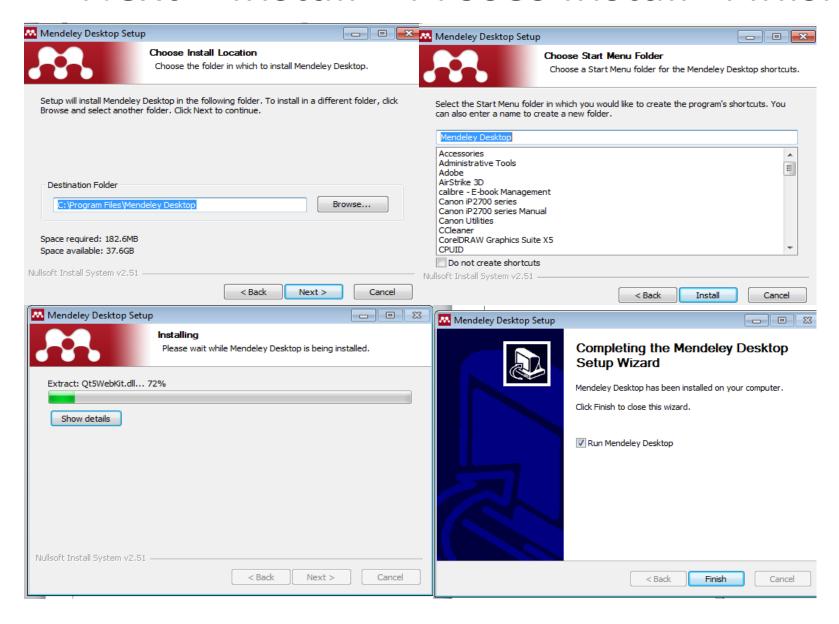
#### Pilih Get Reference Manager untuk download Mendeley Desktop (pilihan Mendeley Desktop untuk Windows, Mac OS atau Linux



### Pilih: Run---Next---I Agree--



#### ---Next---Install---Proses Install--Finish

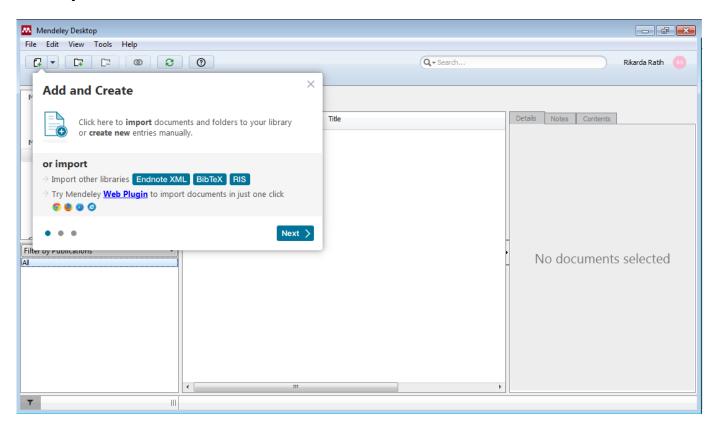


# Mendeley Desktop---terpasang di desktop laptop/komputer



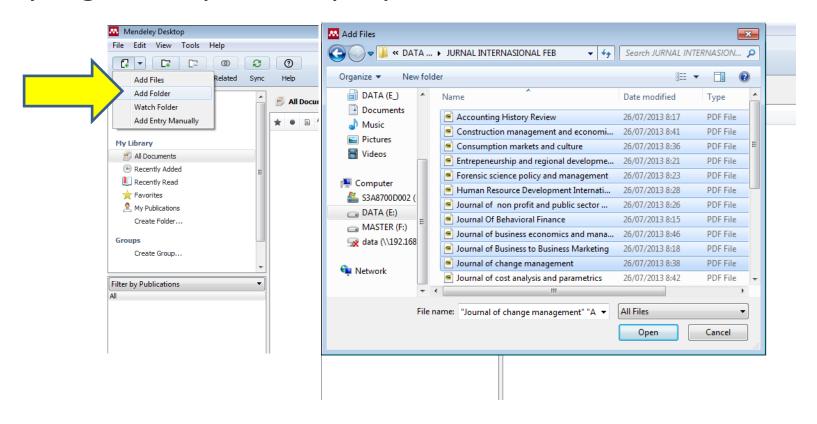
#### III. IMPORT DOKUMEN

#### import dokumen dari Endnote, BibTex, RIS

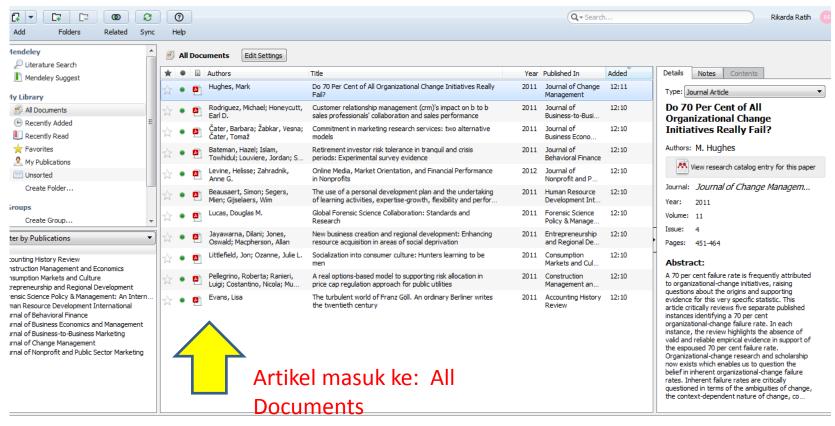


### IV. MEMASUKKAN ARTIKEL KE MENDELEY DESKTOP

Pilih: Add File atau Add Folder, pilih artikel/ folder artikel yang tersimpan di laptop/PC,

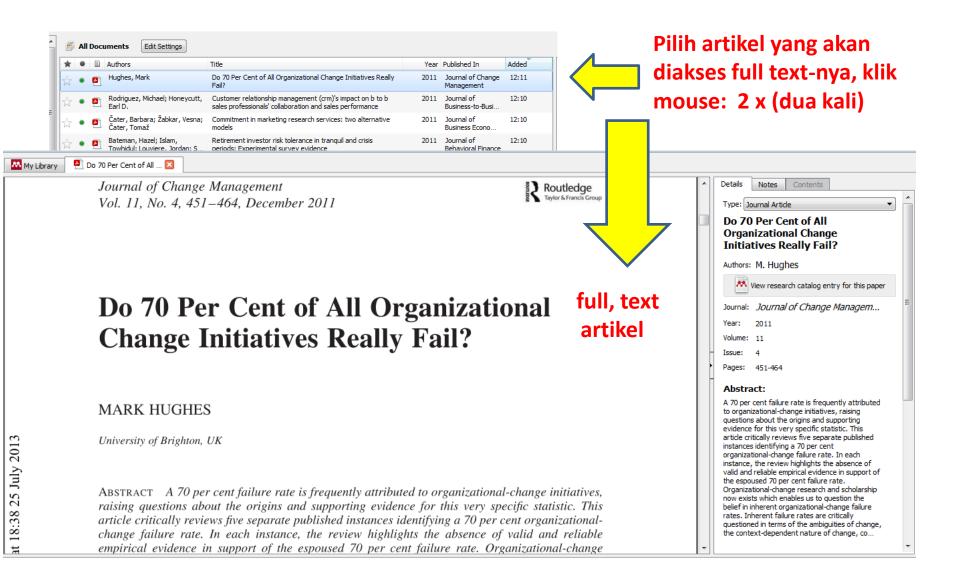


### Artikel di Mendeley Desktop

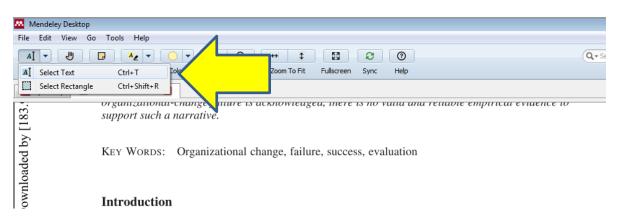




#### V. MEMBUKA FULL TEXT ARTIKEL



### VI. MEMBERI HIGHLIGHT DAN NOTE PADA ARTIKEL



Pilih Select Text

#### Introduction

In the nineties, the influential practitioner magazine *Var* (*HBR*) published two articles: *Why change progr* (Beer *et al.*, 1990) and *Leading change: why trans* 1995). In setting the tone of ongoing debates at failure, they offered an important antidote to the aspiration fully managing change that Peters and Waterman (1982) and tically promoted in the eighties. The department was a flawed concept an intioners self-fulfilling prophecy that their change efforts would

Arahkan cursor pada tulisan kemudian di blok tulisan yang dipilih

### and Waterman (1982) a Pilih: untuk copy tulisan Pilih: untuk memberi warna tulisan Pilih: untuk memberi catatan

### Tampilan highlight dan note

#### Introduction

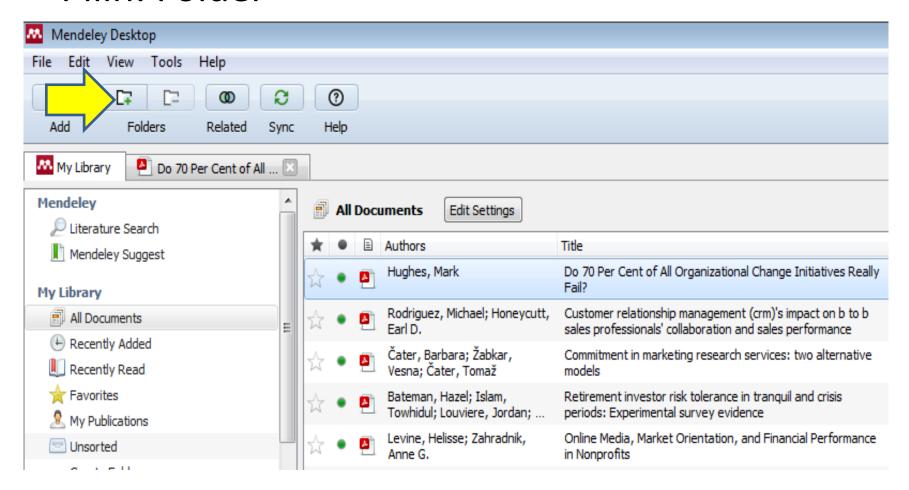
In the nineties, the influential practitioner magazine *Harvard Business Review* (HBR) published two articles: Why change programs don't produce change (Beer et al., 1990) and Leading change: why transformation efforts fail (Kotter, 1995). In setting the tone of ongoing debates about organizational-change failure, they offered an important antidot cessfully managing change that Peters and Wa Rikarda Ratih Saptaastuti Just now siastically promoted in the eighties. They management was a flawed concept and self-fulfilling prophecy that their change efforts would invariably fail. The

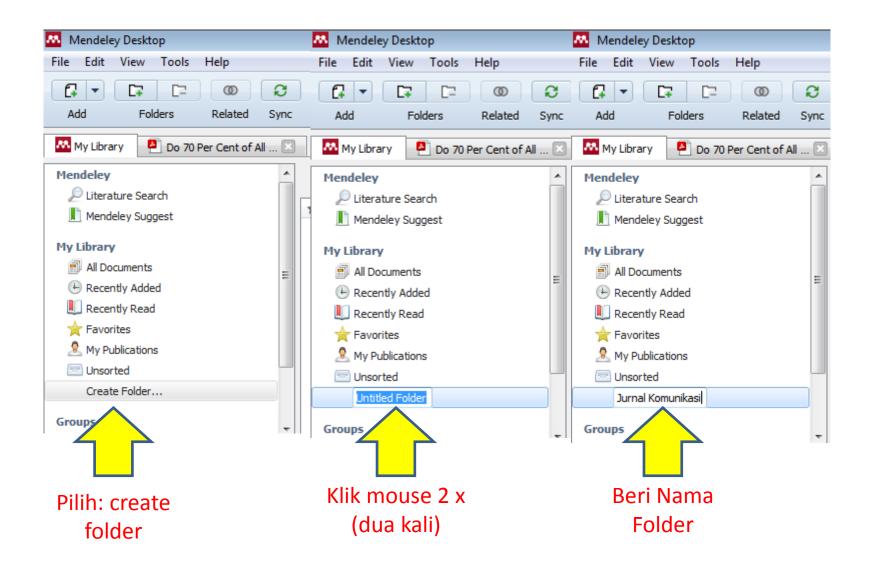
Correspondence Address: Mark Hughes, Brighton Business School, University of Brighton, Mithras House, Lewes Road, Brighton, BN2 4AT, UK. Email: m.a.hughes@brighton.ac.uk

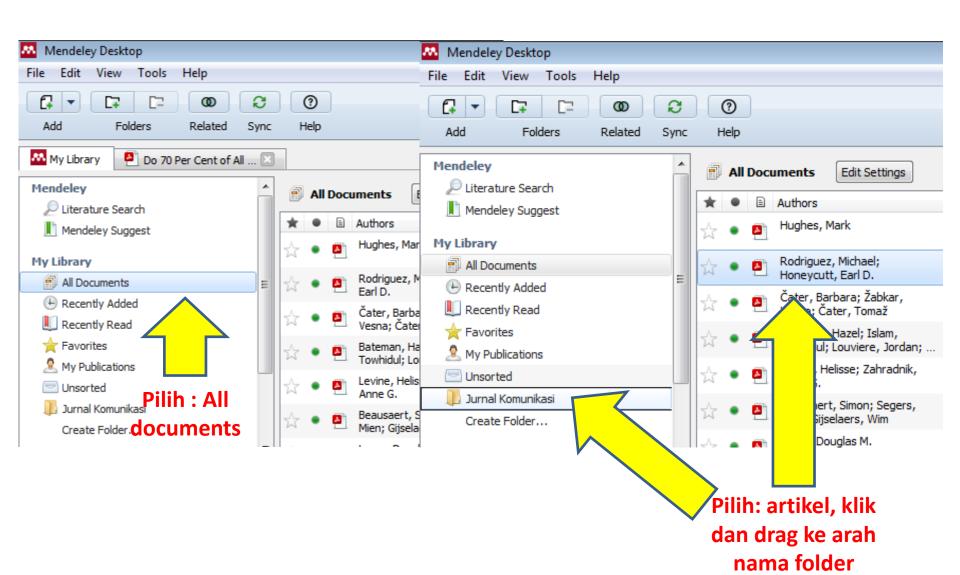
1469-7017 Print/1479-1811 Online/11/040451–14  $\ \odot$  2011 Taylor & Francis http://dx.doi.org/10.1080/14697017.2011.630506

#### VII. MEMBUAT FOLDER

• Pilih: Folder





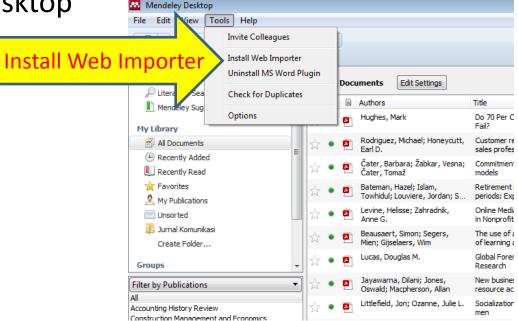


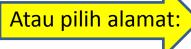


### VIII. INSTALL MENDELEY WEB IMPORTER

Install Mendeley Web Importer dilakukan, supaya proses unduh file PDF dari internet secara otomatis masuk ke All Documents di

Mendeley Desktop

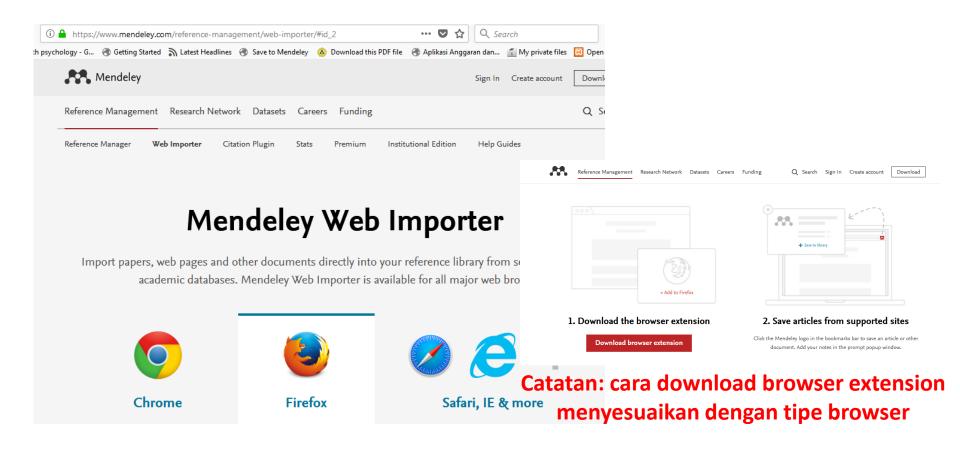


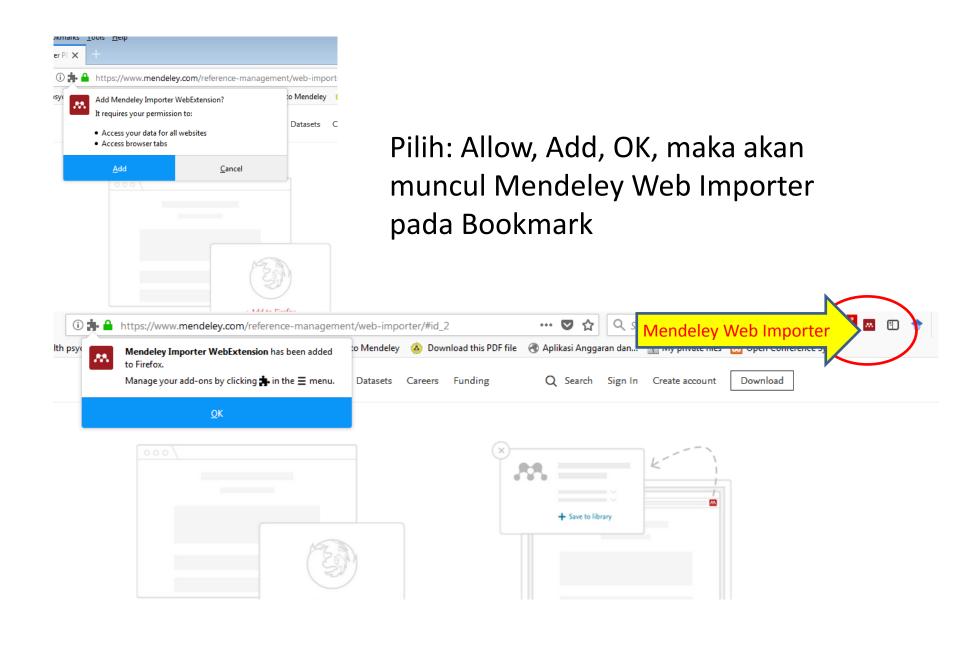


https://www.mendeley.com/reference-management/web-importer#id\_2

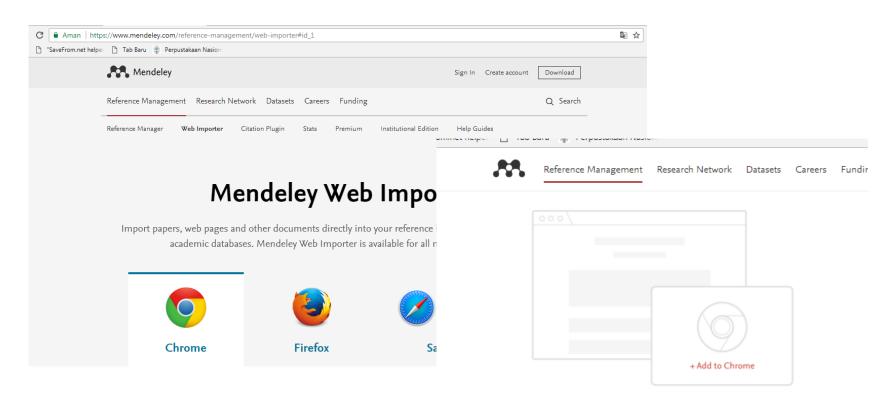
## Memilih browser untuk Mendeley Web Importer

Pilih browser Firefox-→scroll ke bawah-→pilih download browser extension





### Pilih browser Chrome-→ scroll ke bawah -→ pilih Install Chrome browser extension

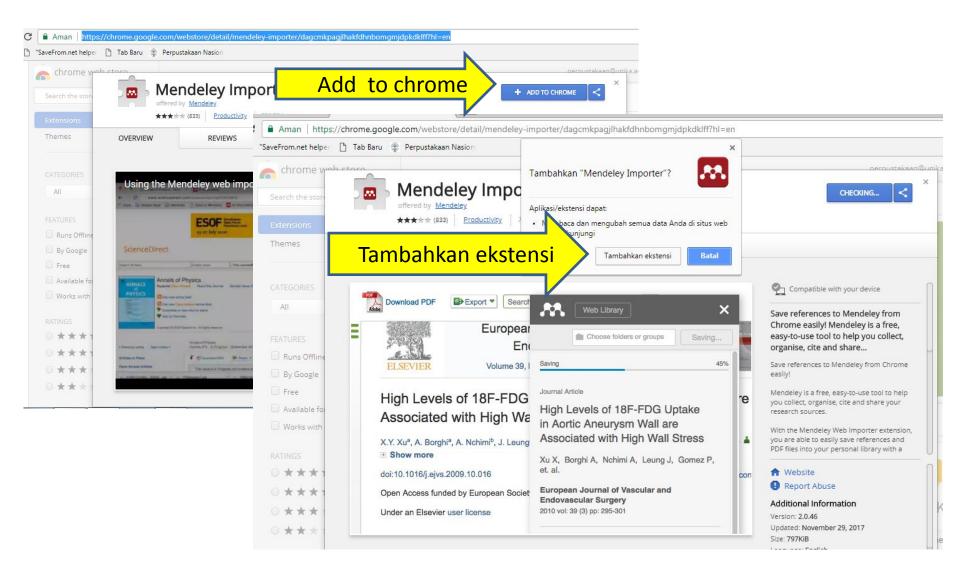


1. Install the browser extension from the Chrome Web Store

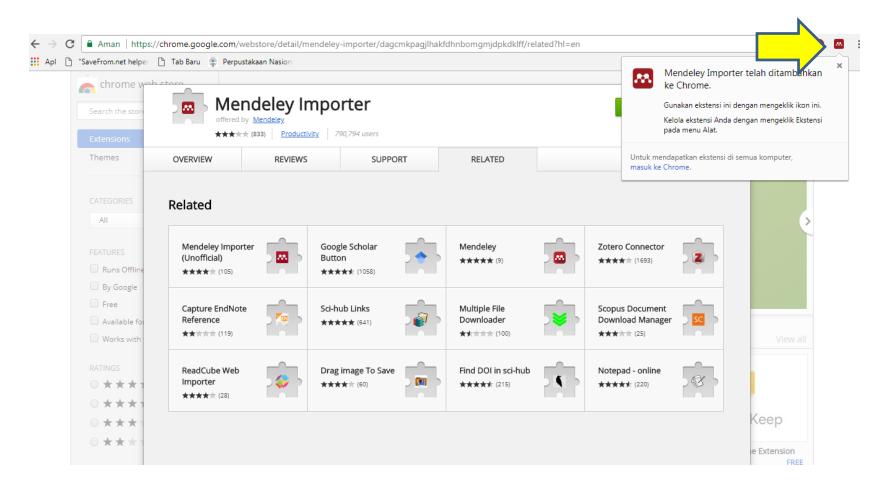
Install Chrome browser extension

Clic

## Pilih: Add to Chrome- Tambahkan ekstensi

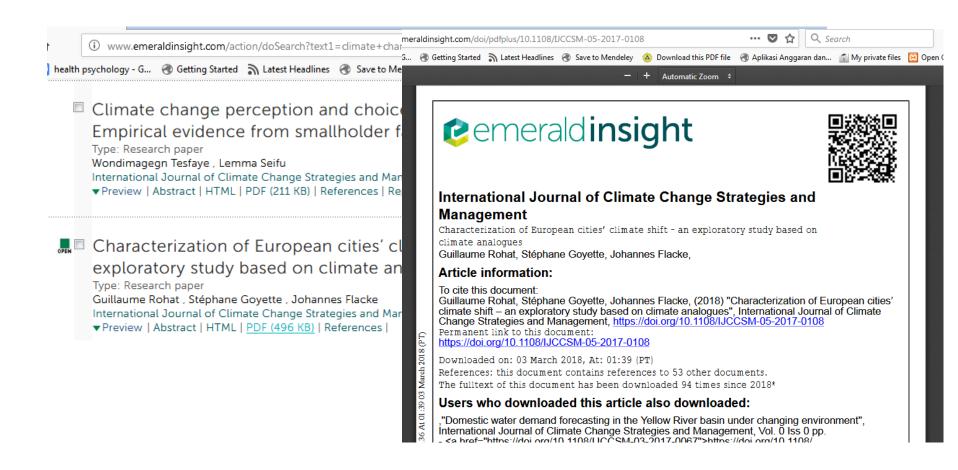


# Mendeley Web Importer otomatis terpasang di book mark Chrome

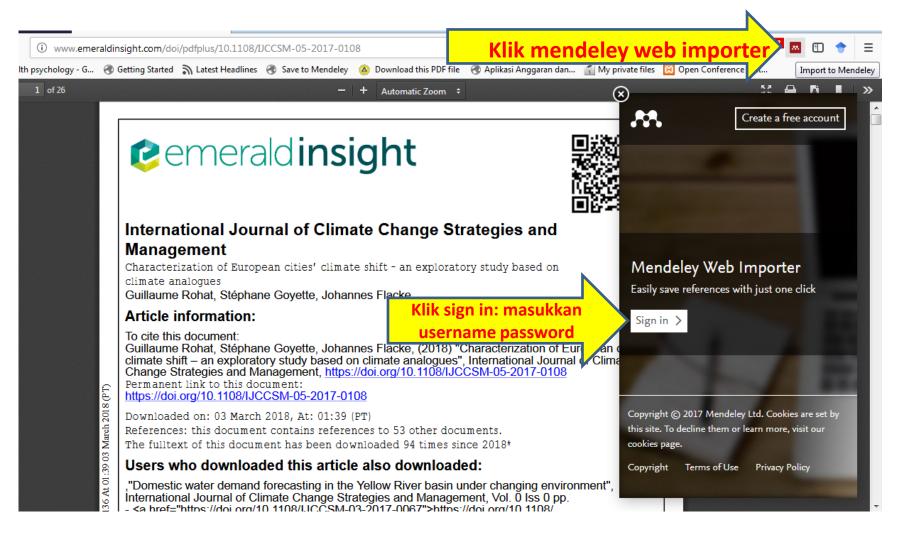


### IX. UNDUH FILE DENGAN MENDELEY WEB IMPORTER

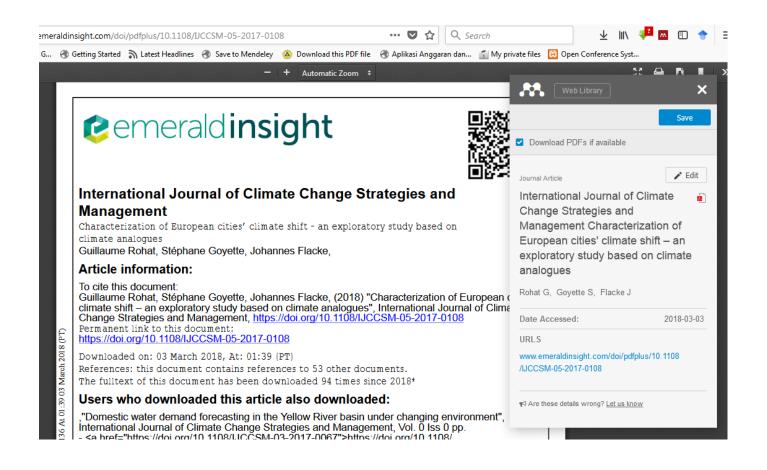
Pilih Artikel Jurnal dari Internet yang diinginkan, buka PDF-nya



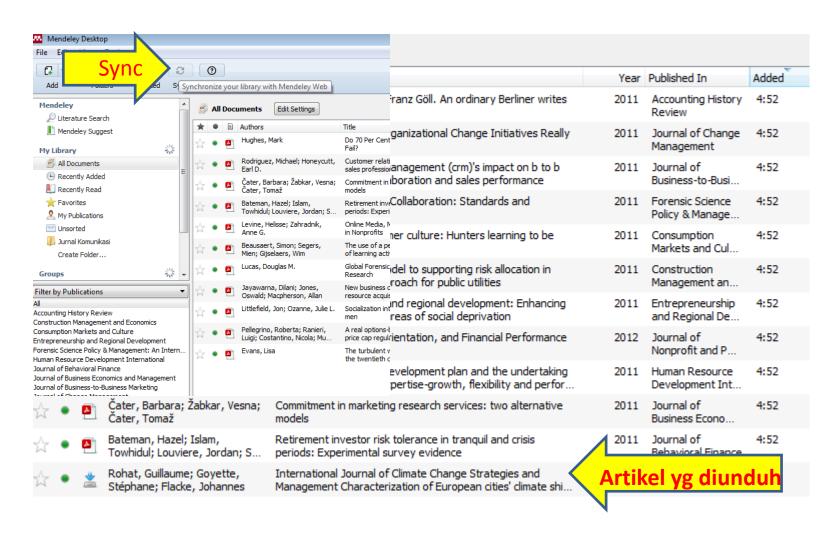
# Pilih Import to Mendeley—sign in (kalau belum login ke akun Mendeley)



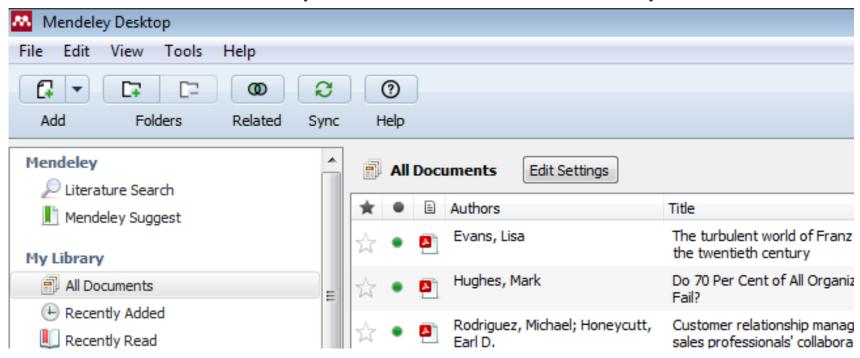
#### Keluar Tool Box untuk Download PDF----Pilih Save



# Untuk melihat artikel yang didownload dari Mendeley Web Importer---pilih Sync (Syncronize) pada Mendeley Desktop



Catatan: Setiap setelah melakukan aktifitas yang dilakukan di Mendeley desktop (unduh file dll) dan terhubung dengan jaringan internet, kita harus selalu melakukan Syncronize, supaya aktifitas tersebut selalu tersimpan di Server Mendeley

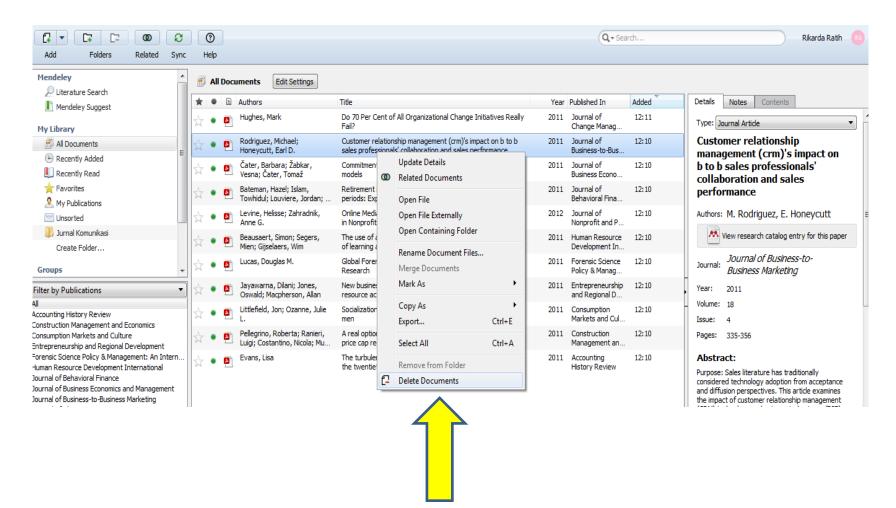


### X. MEMASUKKAN BIBLIOGRAFI SUMBER RUJUKAN NON ONLINE(BUKU/ ARTIKEL TERCETAK, AV, dll)

Tidak semua sumber rujukan (artikel/ buku) di Mendeley berasal dari sumber on line, untuk sumber tercetak, AV dll, kita harus mengisikan bibliografi berdasarkan jenisnya di Mendeley, misal buku: Judul/Pengarang/Penerbit/tempat terbit/tahun terbit, artikel ilmiah: Judul artikel/Pengarang/Judul Jurnal/Volume/Nomor/Tahun Terbit.



#### XI. MENGHAPUS ARTIKEL



Pilih artikel: klik kanan mouse, pilih delete documents

#### XII. PENCARIAN ARTIKEL

Cara I: Pilih Search: ketik judul/ subyek/ pengarang

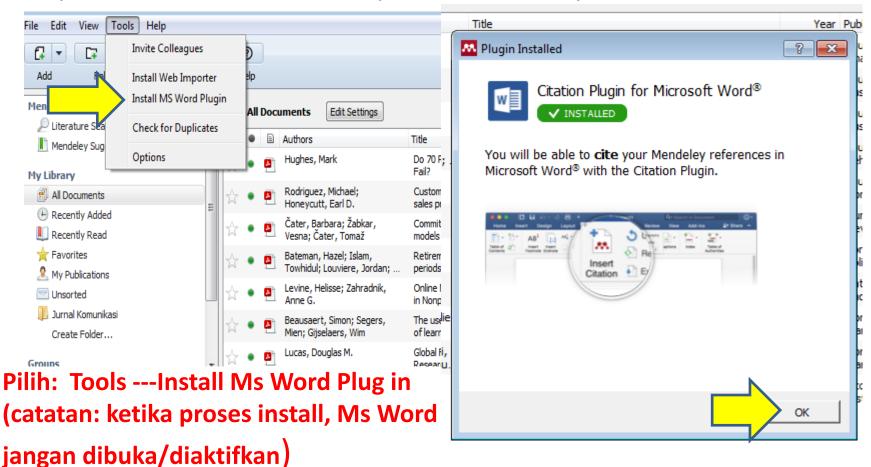
Cara II: Pilih Filter: Publications/ Author Keywords/Author/Tags/My

**Publications** 

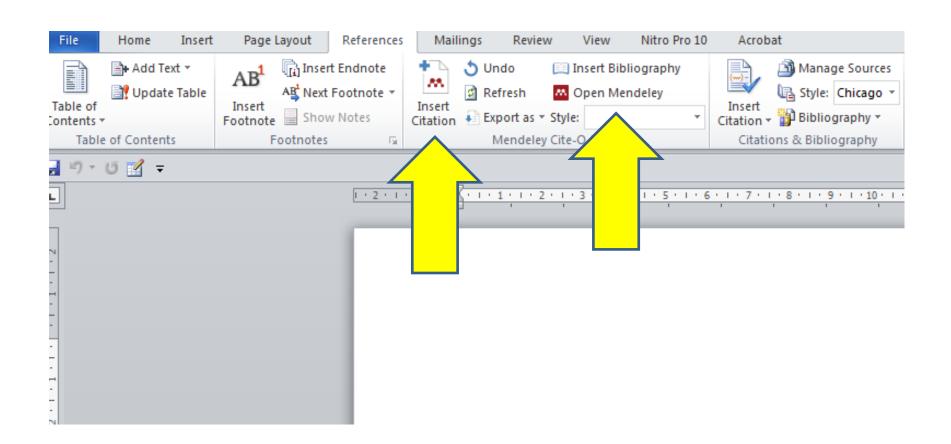


#### XIII. INSTALL MS WORD PLUG IN

Install Ms Word Plug In dilakukan untuk menghubungkan Mendeley Desktop dengan Ms Word dalam proses pembuatan sumber kutipan dan daftar pustaka

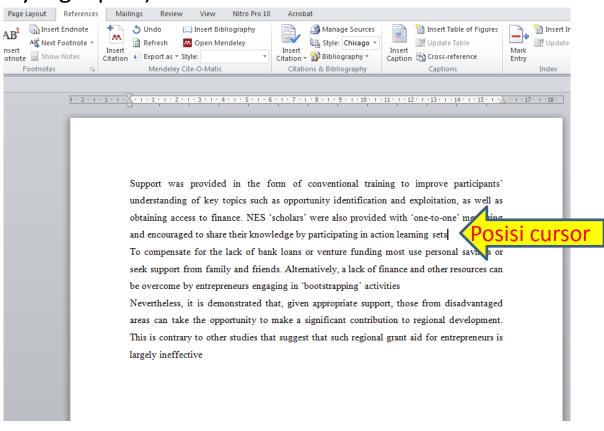


#### Buka Ms Word, Pilih Reference, muncul Insert Citation Mendeley, Insert Bibliography dan Open Mendeley

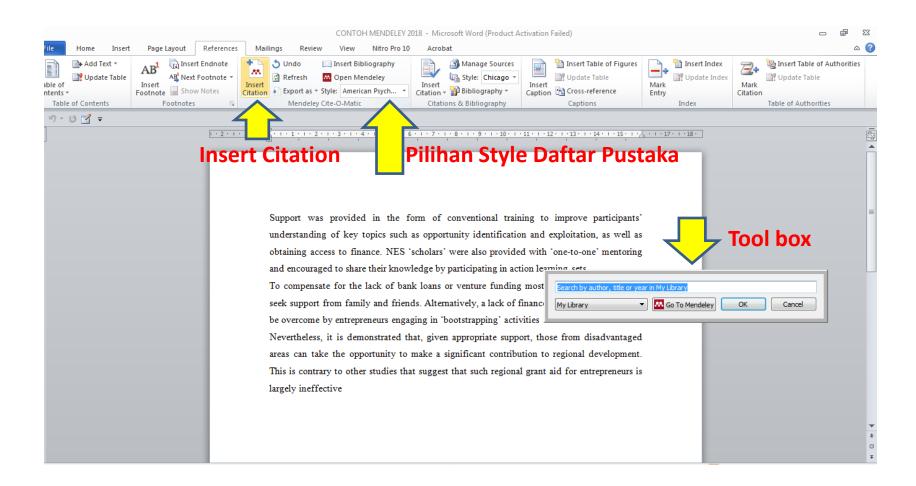


#### XIV. MEMBUAT SUMBER KUTIPAN

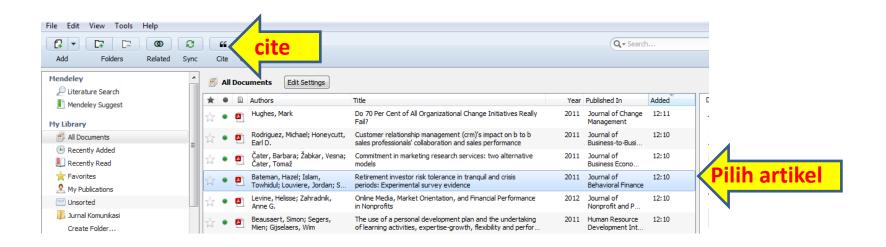
Arahkan cursor pada tempat yang akan dicantumkan sumber kutipan, bisa di awal atau di akhir kalimat (tergantung pada pilihan style daftar pustaka yang dipilih)



### Pilih Style Daftar Pustaka-- Insert citation---tool box Mendeley--- ketik judul/pengarang/subyek atau pilih Go to Mendeley--



#### Pilih artikel untuk sumber kutipan---Pilih cite sumber kutipan otomatis muncul di Ms Word



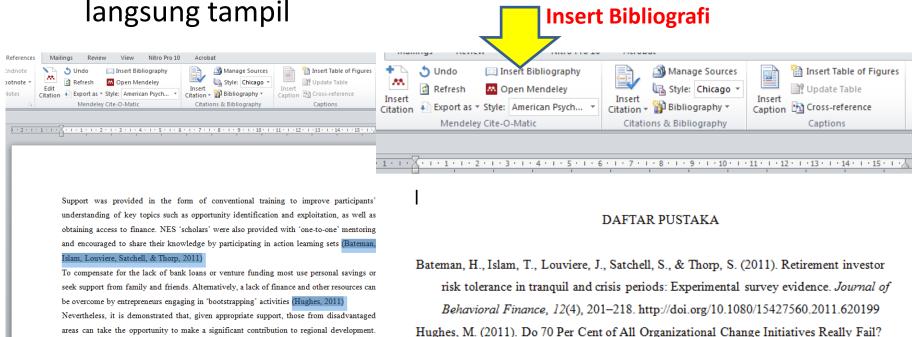
Support was provided in the form of conventional training to improve participants' understanding of key topics such as opportunity identification and exploitation, as well as obtaining access to finance. NES 'scholars' were also provided with 'one-to-one' mentoring and encouraged to share their knowledge by participating in action learning sets (Bateman,

Islam, Louviere, Satchell, & Thorp, 2011)

To compensate for the lack of bank loans or venture funding most use personal savings or seek support from family and friends. Alternatively, a lack of finance and other resources can be overcome by entrepreneurs engaging in 'bootstrapping' activities Sumber Kutipan

#### XV. MEMBUAT DAFTAR PUSTAKA

Setelah Sumber Kutipan dicantumkan, pilih Insert Bibliografi, maka Daftar Pustaka otomatis



**Daftar Pustaka** 

This is contrary to other studies that suggest that such regional grant aid for entrepreneurs is

largely ineffective (Levine & Zahradnik, 2012)

Levine, H., & Zahradnik, A. G. (2012). Online Media, Market Orientation, and Financial Performance in Nonprofits. *Journal of Nonprofit and Public Sector Marketing*, 24(1), 26–42. http://doi.org/10.1080/10495142.2012.652908

Journal of Change Management, 11(4), 451-464.

http://doi.org/10.1080/14697017.2011.630506