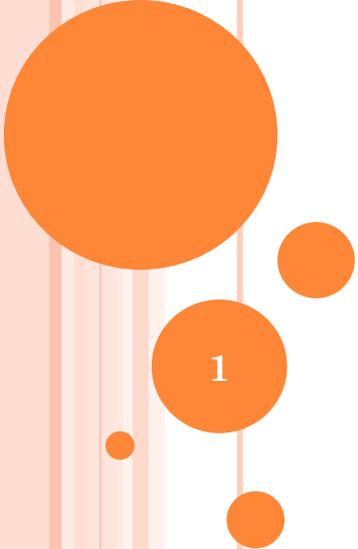


Sistem Manajemen Data Referensi



1

DAFTAR ISI

Apa itu Mendeley

Bagaimana cara installnya?

Bagaimana cara menggunakannya?

Tips

Mendeley?

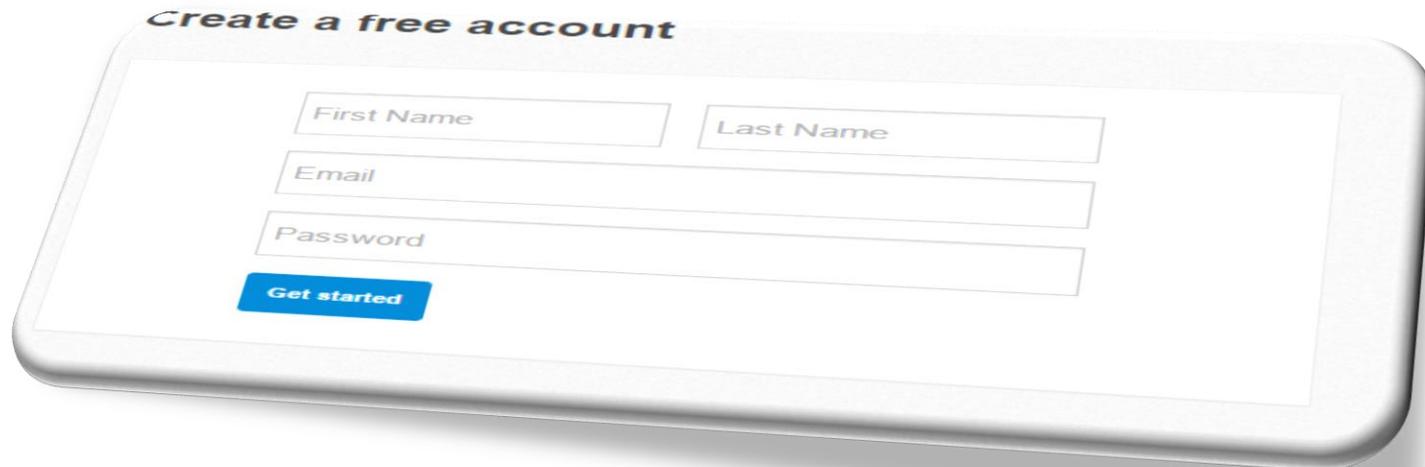
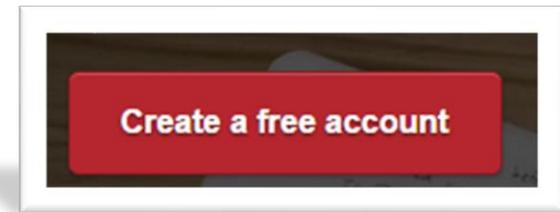


- Mendeley merupakan suatu aplikasi yang berguna untuk membuat sitasi (bodynote & daftar pustaka) secara otomatis.
- Tidak hanya itu saja, melalui aplikais ini, anda bisa membuat perpustakaan digital pribadi yang bisa diakses secara online, dengan kapasitas penyimpanan maksimal 2GB.



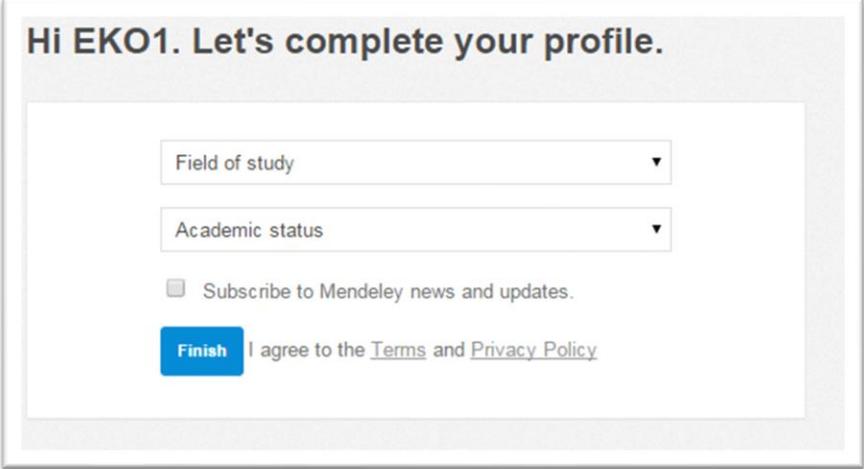
Cara Install?

- Akses ke <https://www.mendeley.com/>
- Registrasi akun
- Klik **"Create a free Account"**
- Isikan form yang disediakan

A registration form titled "Create a free account" displayed on a tablet. The form contains four input fields: "First Name", "Last Name", "Email", and "Password". Below the fields is a blue button labeled "Get started".

...NEXT

- Pilih konsentrasi yang sedang anda geluti



Hi EKO1. Let's complete your profile.

Field of study ▼

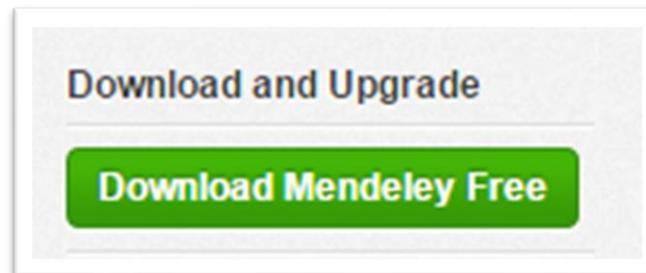
Academic status ▼

Subscribe to Mendeley news and updates.

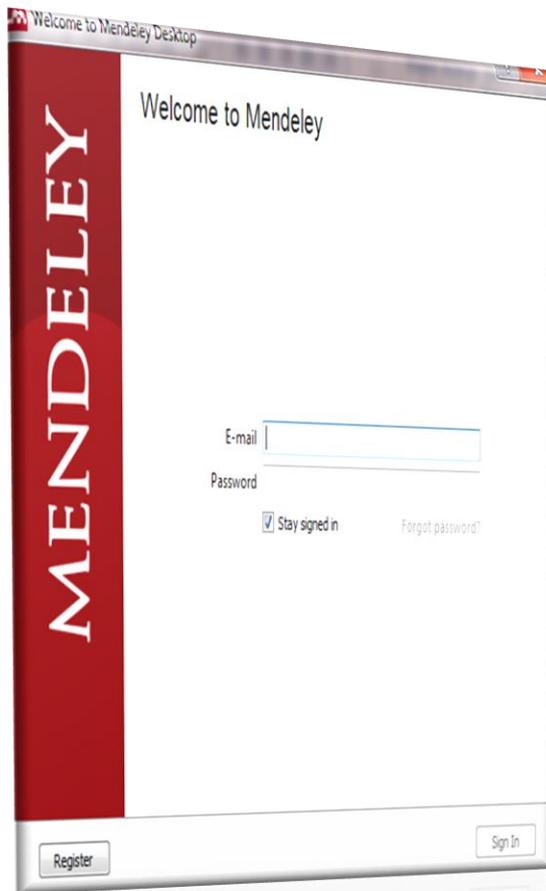
[Finish](#) | agree to the [Terms](#) and [Privacy Policy](#)

- Download aplikasi mendeley desktop

Klik icon

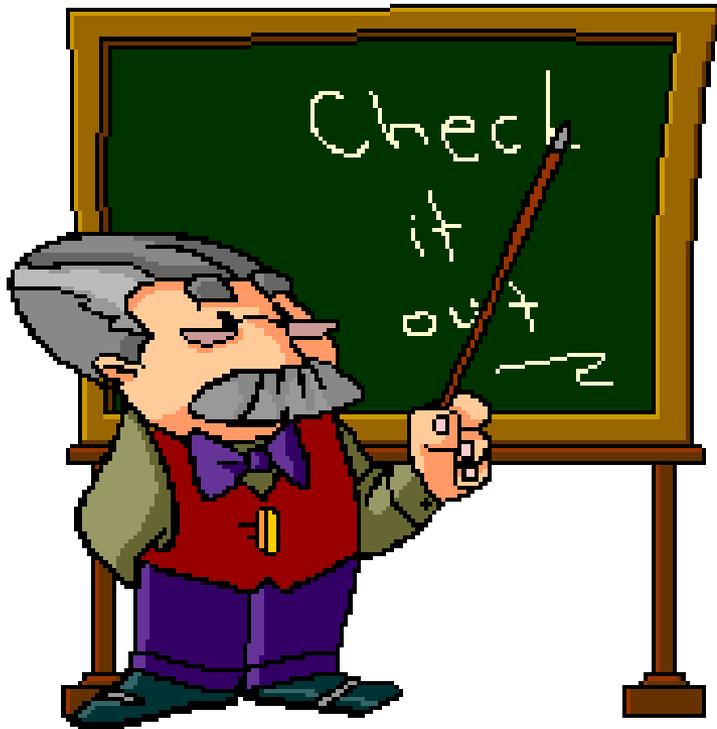


..NEXT



- Silakan install master mendeley desktop yang sudah anda download.
- Klik (buka) aplikasi mendeley desktop yang sudah anda install
- Masukkan email dan password (sesuai dengan proses registrasi)

...NEXT



- Klik "Skip"
- "Skip" lagi
- Klik "Skip" sekali lagi

...NEXT

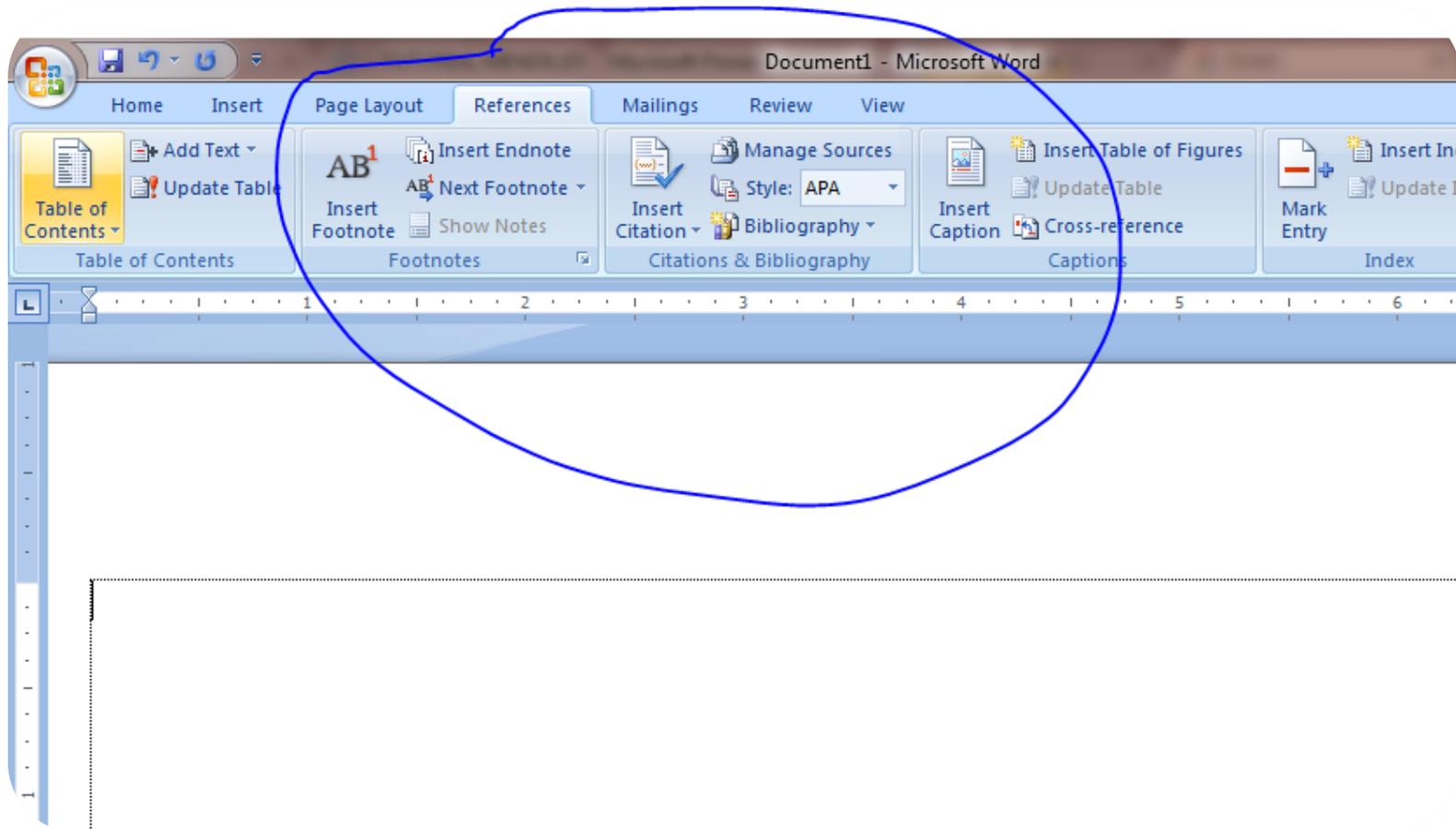
- Install Ms. Word Plugin (pada saat install, jangan coba2 buka ms. Word). Klik “Tools” → klik “install ms word plugin”



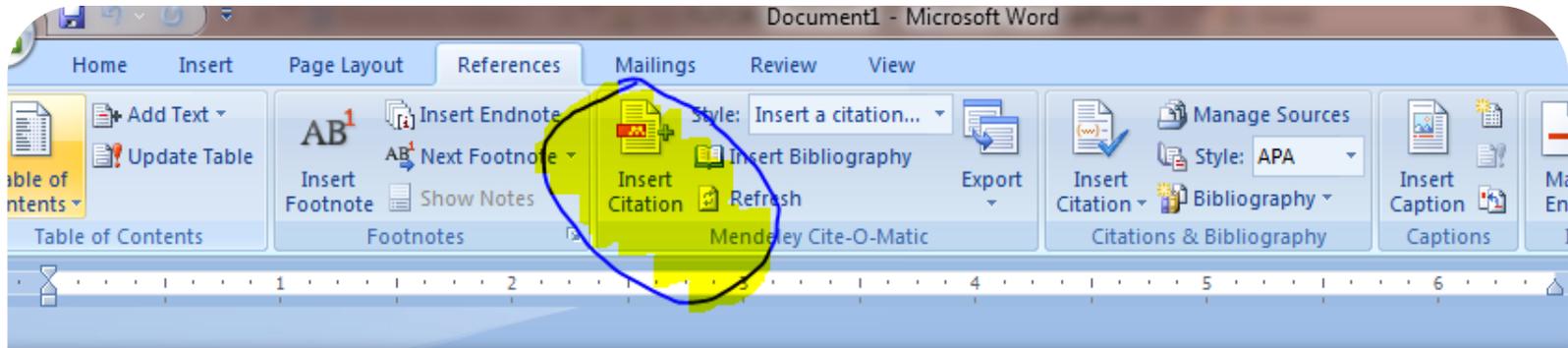
..NEXT

- Lihat perbedaan, sebelum dan sesudah install ms word plugin

Sebelum install



Sesudah install ms word plugin

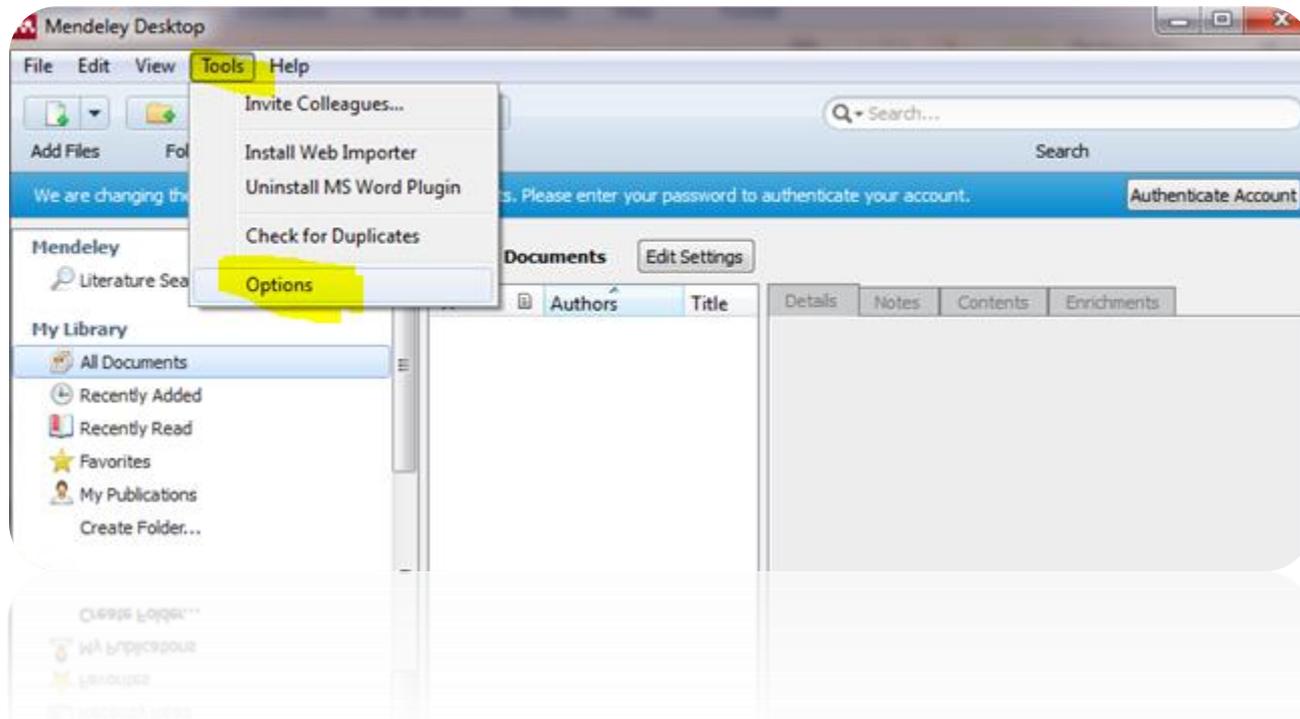


SETTING MENDELEY

- Setting ini dilakukan untuk menentukan letak (direktori) file pdf yang akan dupload. Misal kita memilih drive "D" → pada folder "mendeley" (D:\mendeley), maka secara otomatis file pdf yang kita upload akan tersimpan pada folder tersebut.
- Merubah nama file pdf yang akan diupload, apakah mau berdasarkan judul, pengarang, jurnal, th. Terbit, ataukah kombinasi dari hal2 tersebut.

CARANYA?

- Klik "tools" → klik "option"



..NEXT

- Centang chekboks pada "organize my file"
- Klik "browse"
- Pilih folder yang akan digunakan untuk menyimpan file pdf.
- Centang chekboks "rename document files"
- Drag "file name" menuju "unused fields". Sebagai contoh, file pdf yang diupload akan saya kasih nama berdasarkan tahun terbit jurnal dan judul jurnal, dengan demikian yang didrag adalah "year" dan "title"
- Klik "apply" → klik "ok".
- Jelasnya lihat gambar di bawah ini

General

Document Details

File Organizer

Watched Folders

BibTeX

Zotero

Connection

Organize my files

Copy files to: D:\mendeley

[Open folder in Windows Explorer](#)

Browse...

Tidy Up

Sort files into subfolders

Unused fields:

Year Title

Drag bubbles **down to add** or **up to remove**.

Folder path:

Author Journal

Example:

D:\mendeley\Author\Journal\

Rename document files

Unused fields:

Year Title

Drag bubbles **down to add** or **up to remove**.

Hyphen-separated

File name:

Author Journal

Example:

Author - Journal.pdf



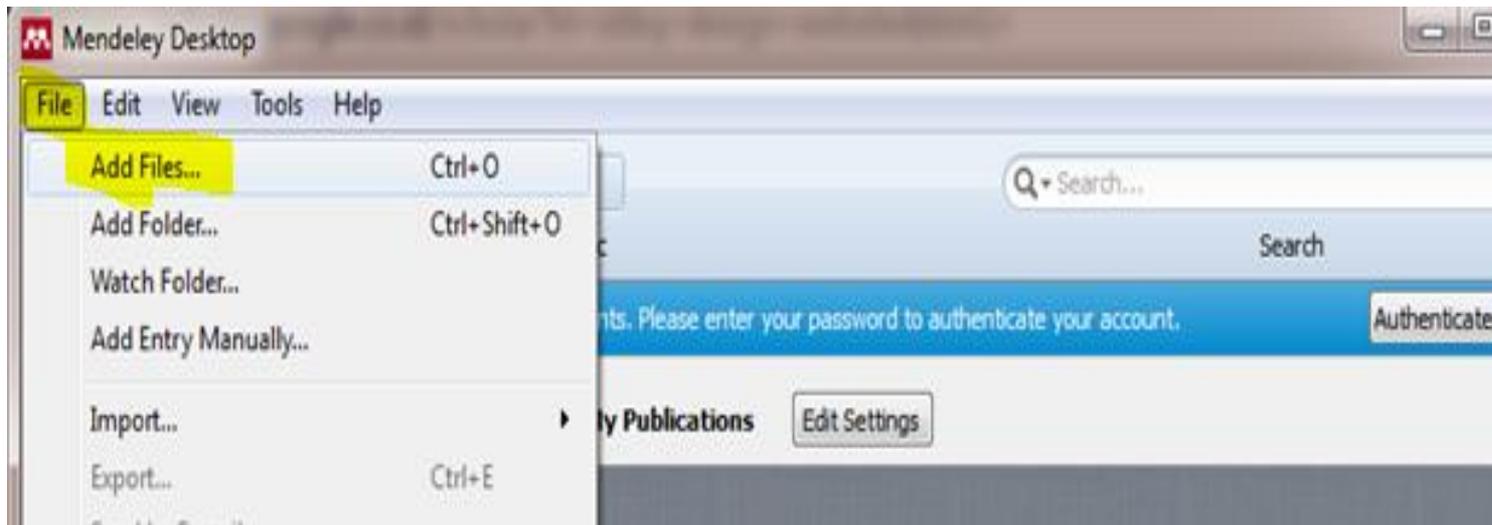
OK

Cancel

Apply

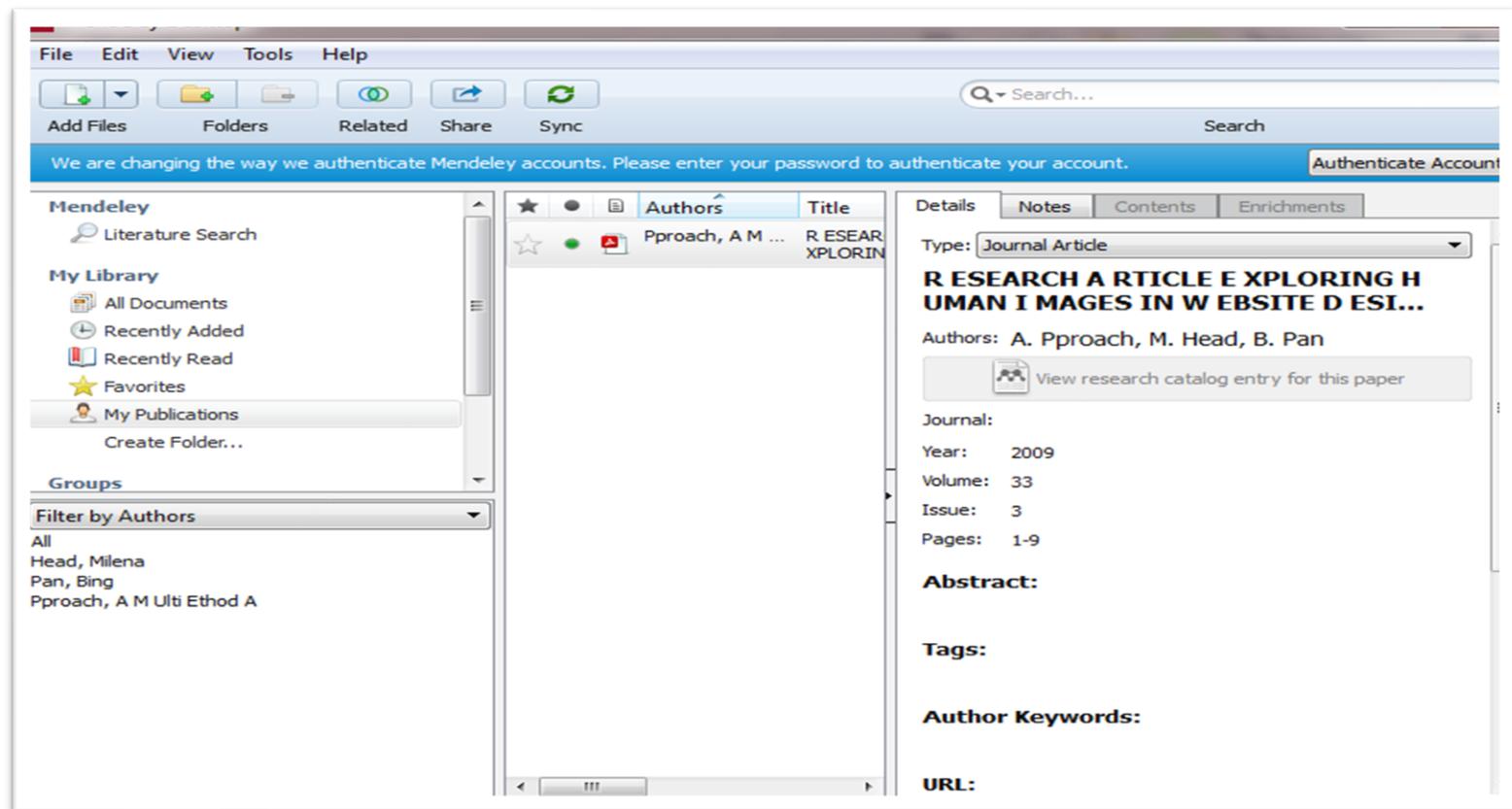
CARA MENGGUNAKAN

- Download jurnal
- Upload jurnal anda, dengan cara klik “file” → klik “add files..”
- Pilih file pdf yang akan diupload



..NEXT

- Setelah melakukan upload, akan tampil gambar seperti ini

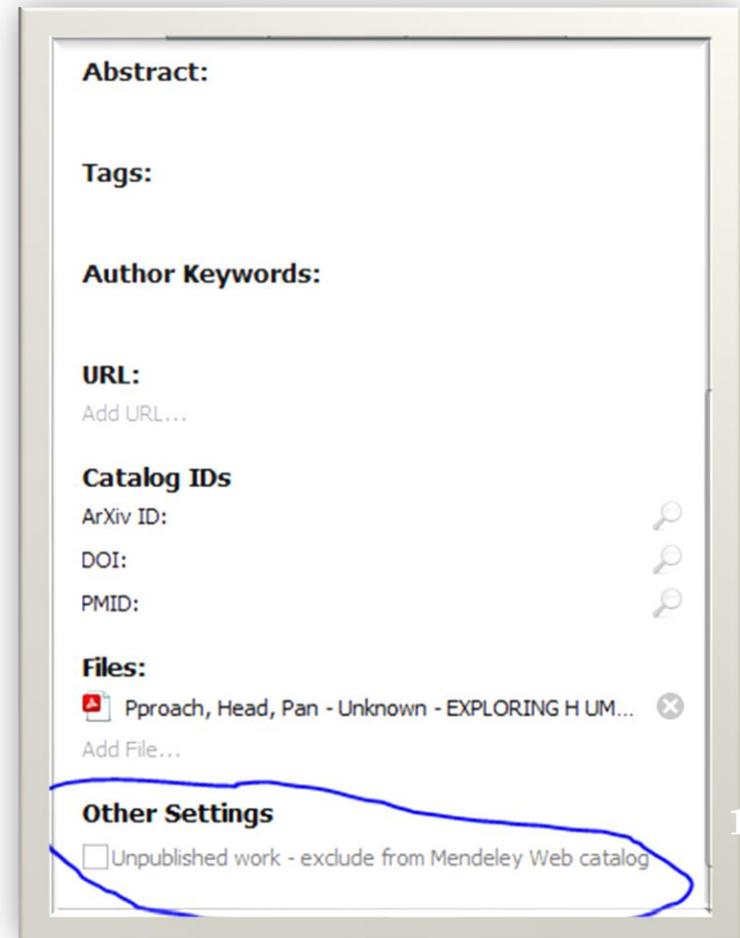


..NEXT

- Dalam kasus ini tags belum terisikan secara otomatis, untuk itu silakan diisi sesuai dengan “subjek” jurnal, misal jurnal tersebut berkaitan dengan website, maka isikan tags tersebut dnegan website.

..NEXT

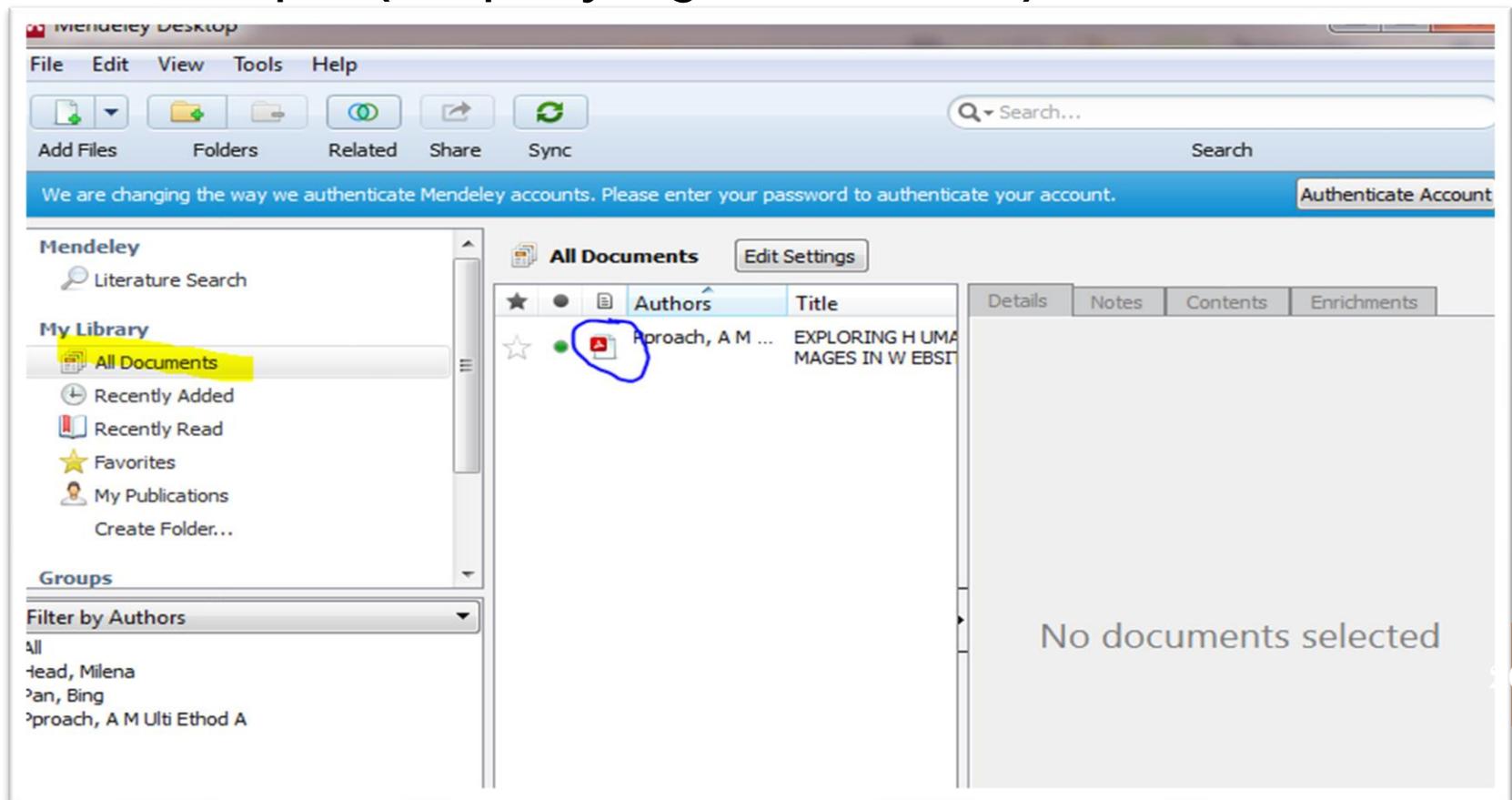
- Pada menu “other setting” ada chekboks,
- kalo chekbos tersebut anda centang, maka file pdf yang sudah anda upload tidak bisa dibaca oleh orang lain, dan sebaliknya.



MEMBUAT SITASI SECARA OTOMATIS

A. BODYNONET

- Klik “all document”
- Klik icon pdf (file pdf yang akan dibuka)



..NEXT

- Ketik ctr + T (Control + T)
- Blok dan copy paragraf yang akan dikutip (paraprase paragraf tsbt)

The screenshot shows a web browser window with a document titled "EXPLORING HUMAN I...". The document content includes a figure labeled "Figure A3. Japan" and a section titled "Appendix B Using Multiple Methodologies". A blue circle highlights a paragraph in the "Appendix B" section. A context menu is open over the highlighted text, showing options: "Add Note", "Copy Ctrl+C", and "Define". The right sidebar of the browser shows a "Details" panel with fields for "Abstract:", "Tags:", "Author Keywords", "URL:", "Catalog IDs", "DOI:", "PMID:", and "Files:". The "Copy Ctrl+C" option in the context menu is highlighted in blue.

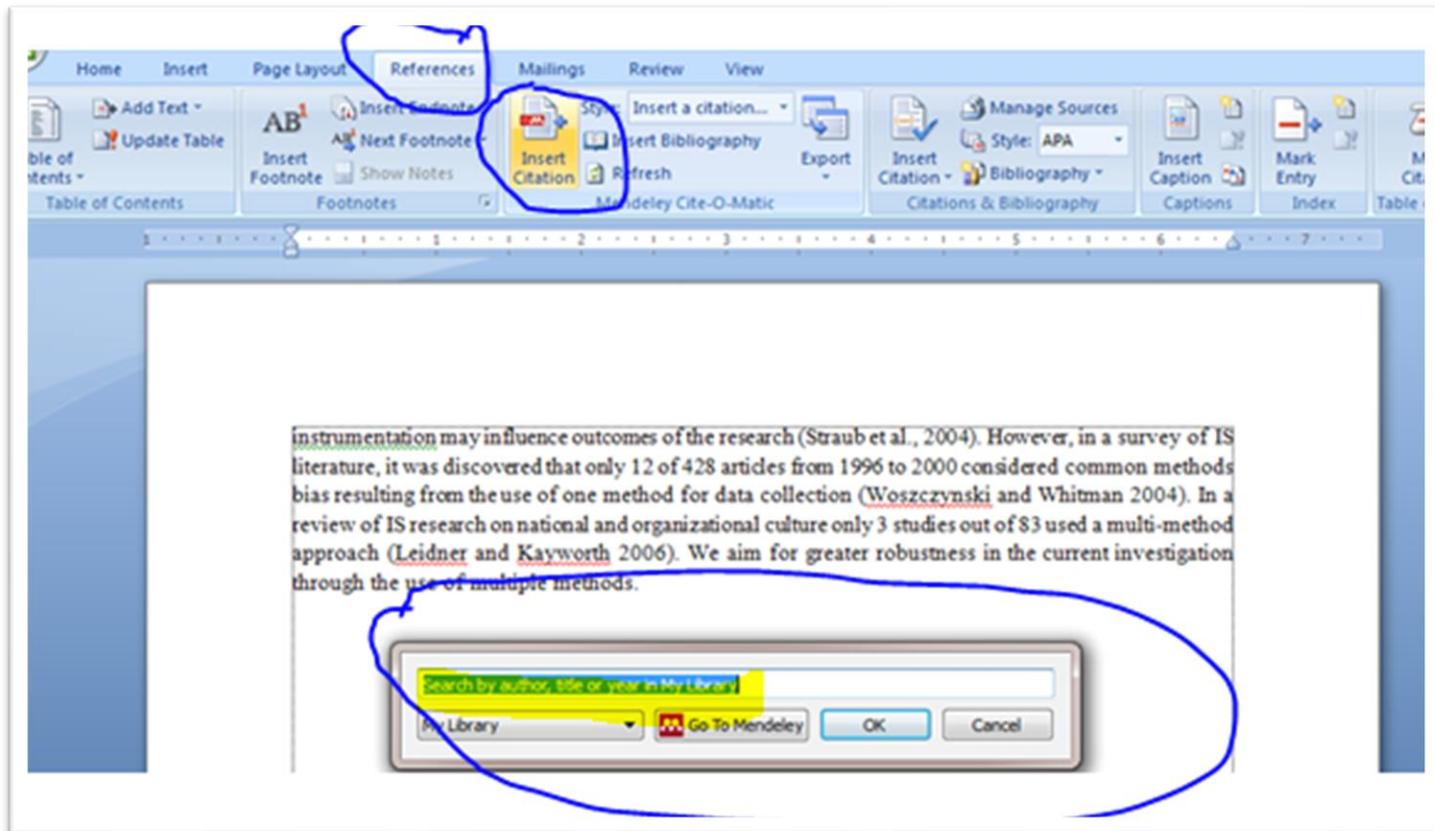
..NEXT

- Paste di ms word

instrumentation may influence outcomes of the research (Straub et al., 2004). However, in a survey of IS literature, it was discovered that only 12 of 428 articles from 1996 to 2000 considered common methods bias resulting from the use of one method for data collection (Woszczyński and Whitman 2004). In a review of IS research on national and organizational culture only 3 studies out of 83 used a multi-method approach (Leidner and Kayworth 2006). We aim for greater robustness in the current investigation through the use of multiple methods.

..NEXT

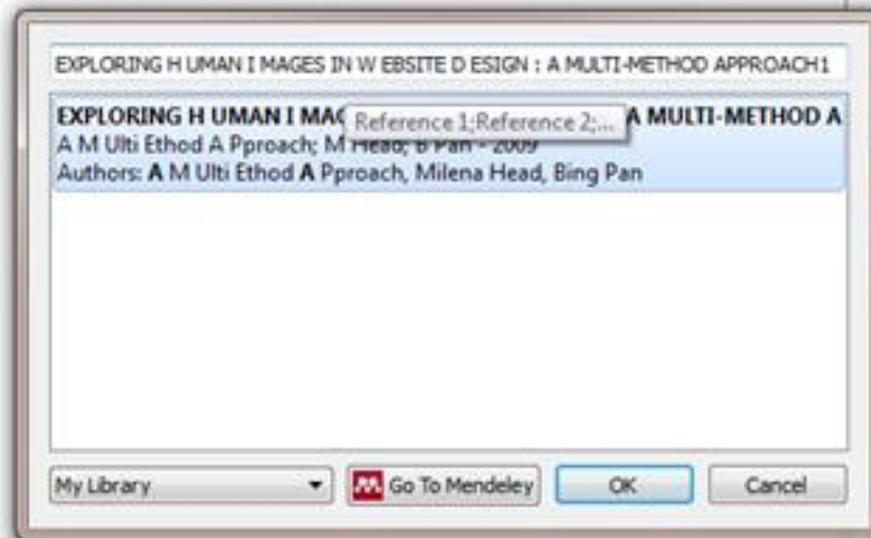
- Klik “references” → klik “insert citation”.
- Masukkan judul jurnal yang sudah dikutip



..NEXT

- Klik ‘oke’

instrumentation may influence outcomes of the research (Straub et al., 2004). However, in a survey of IS literature, it was discovered that only 12 of 428 articles from 1996 to 2000 considered common methods bias resulting from the use of one method for data collection (Woszczynski and Whitman 2004). In a review of IS research on national and organizational culture only 3 studies out of 83 used a multi-method approach (Leidner and Kayworth 2006). We aim for greater robustness in the current investigation through the use of multiple methods. (Pproach, Head, & Pan, 2009)



..NEXT

- Bodynote secara otomatis sudah muncul

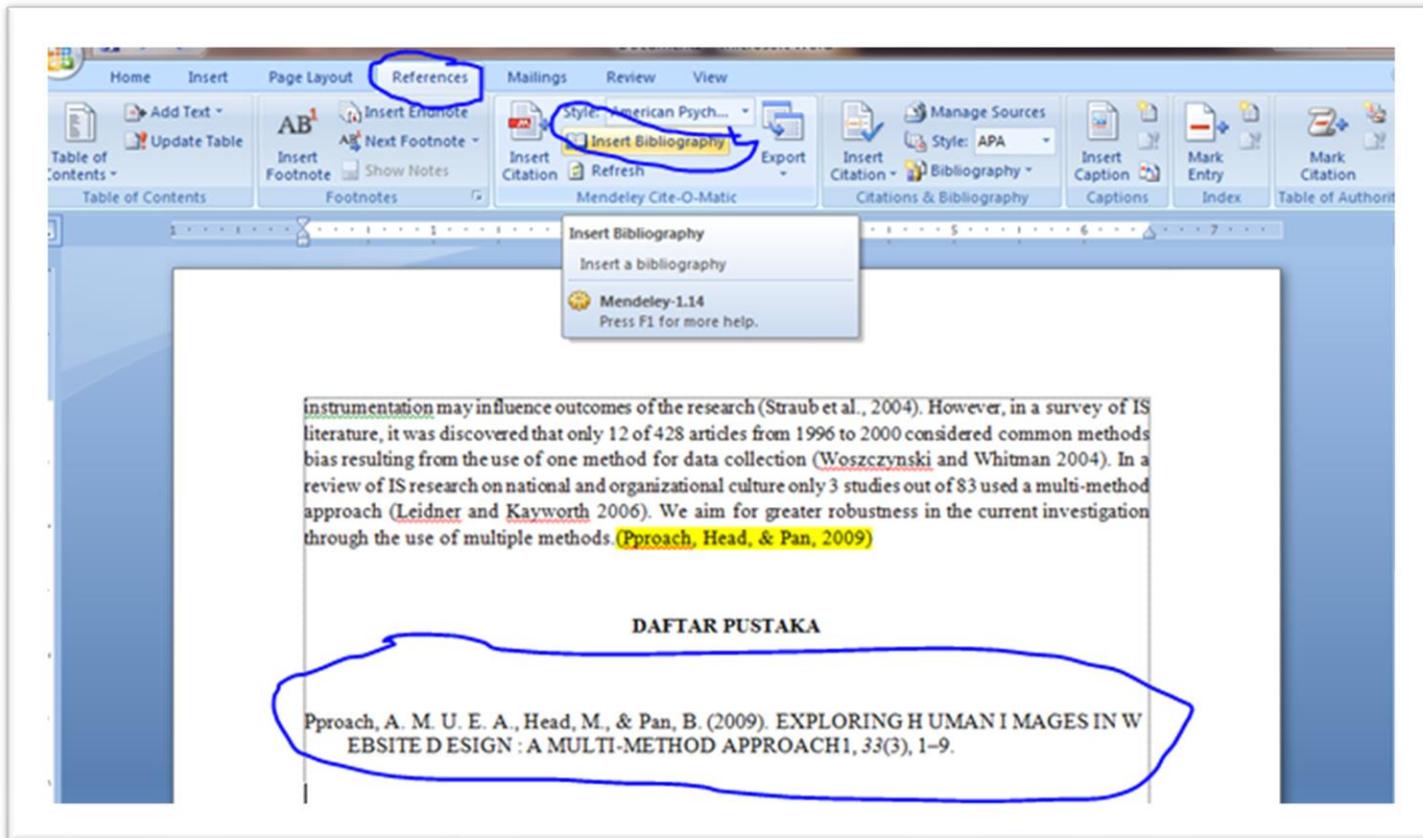
instrumentation may influence outcomes of the research (Straub et al., 2004). However, in a survey of IS literature, it was discovered that only 12 of 428 articles from 1996 to 2000 considered common methods bias resulting from the use of one method for data collection (Woszczynski and Whitman 2004). In a review of IS research on national and organizational culture only 3 studies out of 83 used a multi-method approach (Leidner and Kayworth 2006). We aim for greater robustness in the current investigation through the use of multiple methods. (Pproach, Head, & Pan, 2009)

through the use of multiple methods: (Pproach, Head, & Pan, 2009)

MEMBUAT SITASI SECARA OTOMATIS

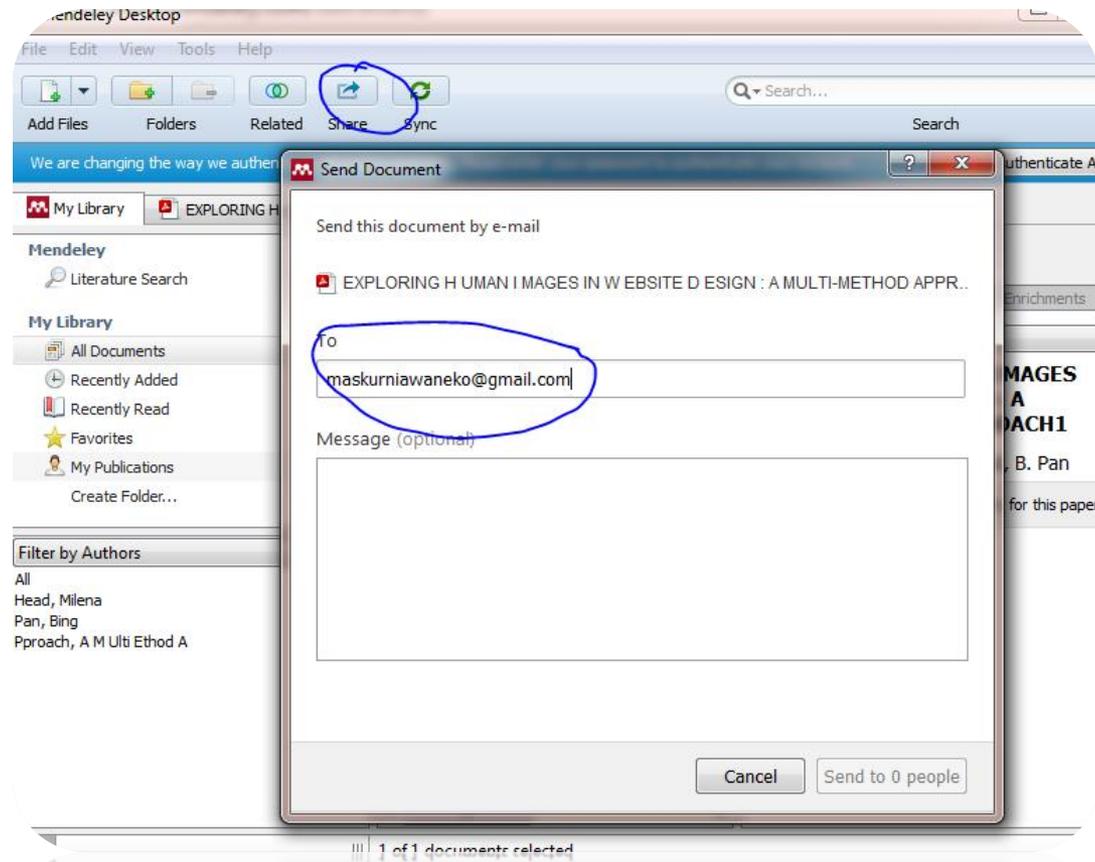
A. DAFTAR PUSTAKA

- Klik “references” → klik “insert bibliography”



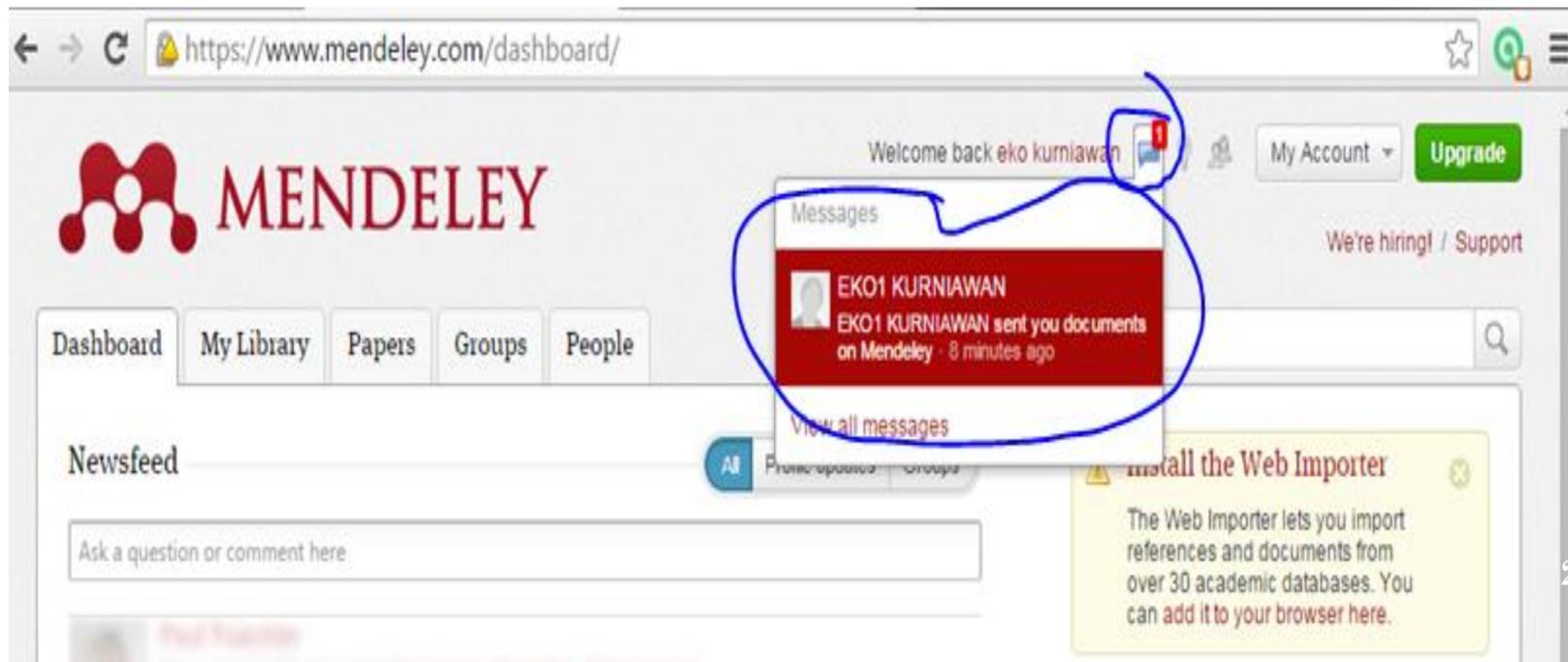
MENGIRIM DOKUMEN KEPADA ORANG LAIN

- Pilih file pdf yang akan dikirim
- Klik “share”
- Masukkan email yang dituju
- Klik “send”



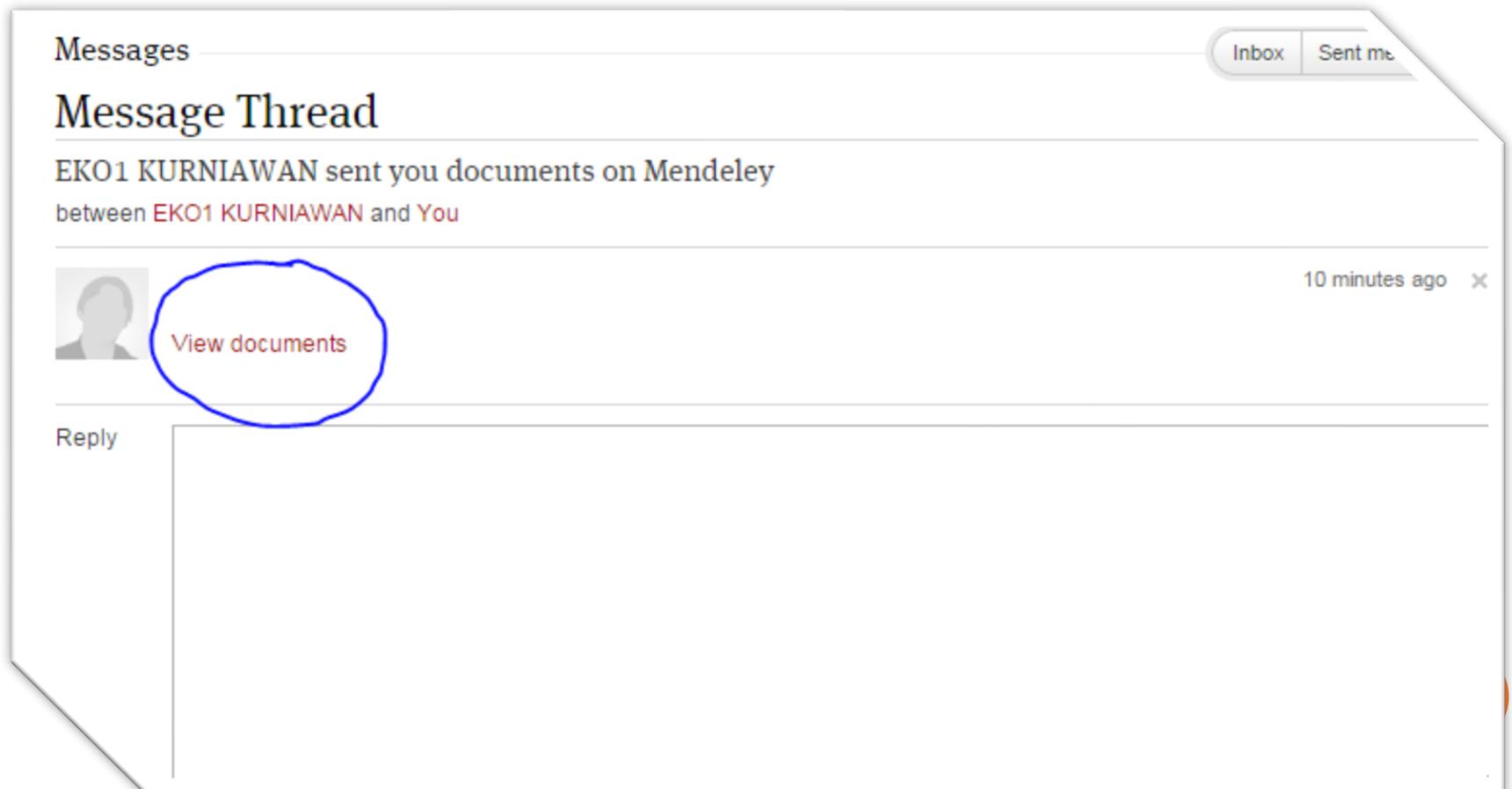
MEMBUKA INBOX

- Buka mendeley web (online) dengan cara akses ke <https://www.mendeley.com>
- Klik gambar inbox



..NEXT

- Klik “view documents”



The screenshot shows a web interface for a message thread. At the top, there is a header with the word "Messages" on the left and two tabs, "Inbox" and "Sent me", on the right. Below the header is the title "Message Thread". The main content of the message reads: "EKO1 KURNIAWAN sent you documents on Mendeley" followed by "between EKO1 KURNIAWAN and You". On the left side, there is a placeholder profile picture and a button labeled "View documents" which is circled in blue. On the right side, it says "10 minutes ago" with a close icon. At the bottom, there is a "Reply" label and a large empty text box for responding.

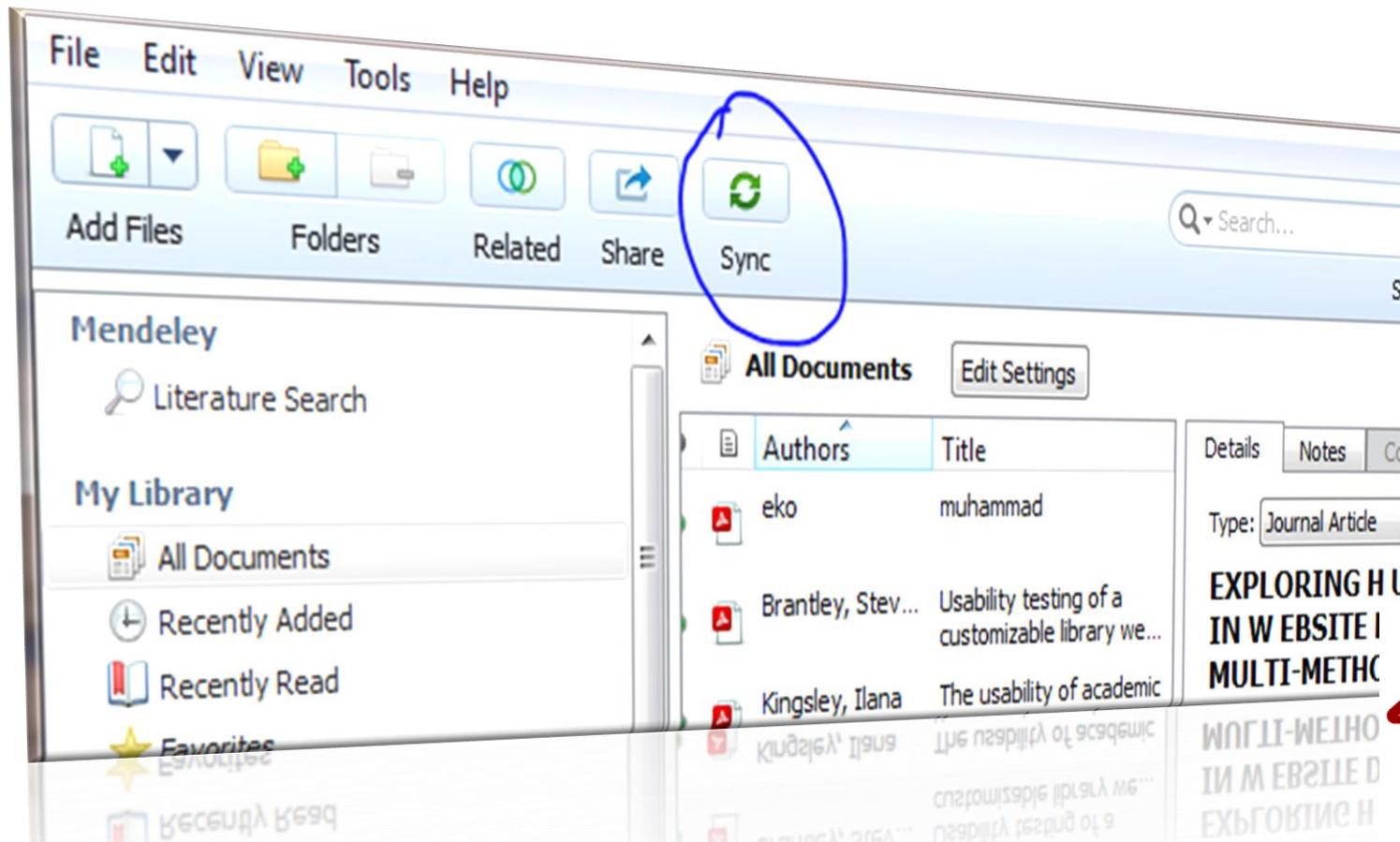
..NEXT

- Klik “save paper...”



..NEXT

- Klik “sync” pada mendeley desktop
- Dokumen siap dibuka



TIPS

- Setelah anda melakukan “action”, jangan lupa klik “sync”. Agar data yang ada di mendeley desktop, bisa tersinkron (bisa dibuka) pada mendeley web (online)
- Anda juga bisa membuka mendeley web (online), dengan cara akses ke <https://www.mendeley.com/>
- Klik “Sign in”. → masukkan email dan password
- Jika ingin membuka dokumen anda, → Klik “my library”



Terima Kasih



Thank You