Mendeley Advanced: Collaborate
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Please sign in or sign up at mendeley.com
How do you collaborate now for literature searching or literature reviews?
Agenda

1. Join Groups
2. Create Groups
3. Collaboration Tips for Groups
Join Groups
Collaboration opportunities

*Share citations and ideas in a public or invite-only group*

...share reference papers, reading lists, and discuss ideas...
Collaboration opportunities

Share citations and ideas in a public or an invite-only group

Search for a group to join
Collaboration opportunities

Share file copies, annotations, citations, and ideas in a private group

Even members with a free Mendeley account have full access to files and features.
Storage and Group Limits for UNLV Accounts

1. Access the Subscription settings by clicking on the settings icon.
2. Navigate to Subscription options in the left panel.
3. Review the packages and storage limits displayed on the page.
Create Groups
Create a Public Group
Collaborate and Share Files with Your Research Team

Share entries for documents, not the files

Discuss topic of mutual interest

Public or Invite-only
Create a Private Group
Collaborate and Share Files with Your Research Team

Share full-text documents with members of your private group

Share highlights and annotations
Collaboration Tips for Groups
Communication in Groups

Inviting people to join your group.

Did they receive an:
Email?
Feed notification?
Alert?

You may need to send a message to them outside of Mendeley to ask them to look.
Moving citations and papers to groups

In public or invite-only groups ONLY citations can be shared, not files.
Moving citations and papers to groups – export file with sticky notes

Private groups can share files with all annotations.

But, if you move an item from your library to a private group, annotations are NOT included.

In the desktop version only – *File, Export with sticky note.*

Highlights don’t export.
Moving citations and papers to groups – create them in the group

Creating a new item, or adding a fresh file to any item in the private group may be best practice.

Annotations (sticky notes and highlights) made to the file will then be more-certain to be visible to all group members.
Communication in Groups

Send notes to members and see notifications of group activity.
Exclude unpublished works from the Mendeley Web catalog.
UNLV Help with Mendeley

• http://guides.library.unlv.edu/mendeley
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