# ZOTERO

## a free tool
## to manage your bibliography

# A bibliography

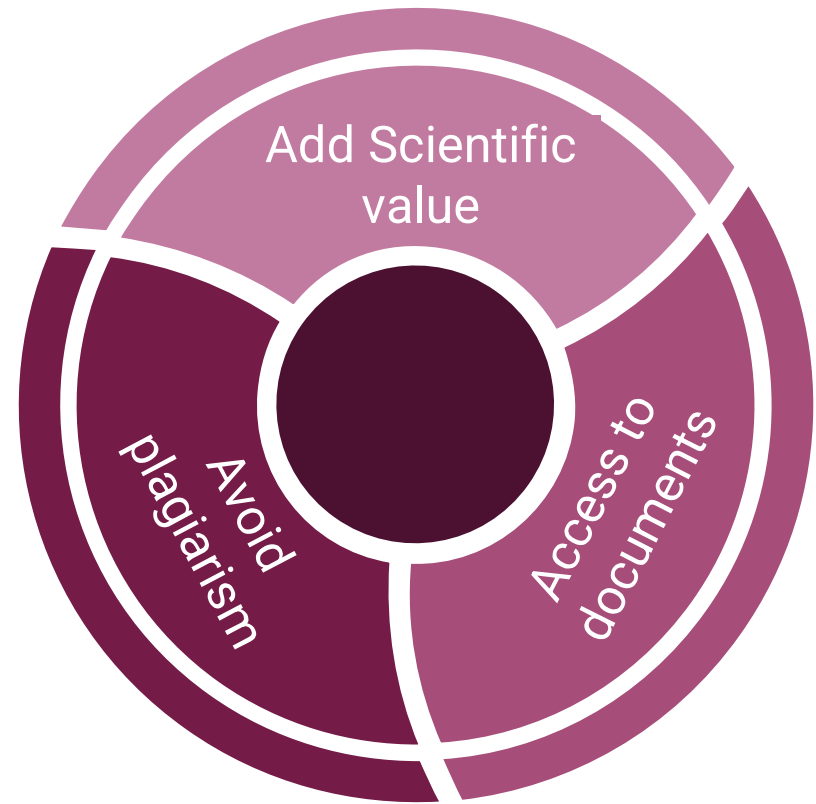… is an **organized list** of the documents used to study the subject and write the paper.

… collects all the **references to other publications** (full books or chapters, articles, thesis) **used in a text** as sources or comparisons.

… does not include all the documents consulted, it just includes all the documents to which **an explicit reference within the text** is made (in-text citation).

# Why is the bibliography so important?

1. To add **scientific value** to the thesis, supporting the research with proofs from other works.

2. To **give access to the documents consulted** (the sources), so that the readers can identify and retrieve them using catalogues or databases.

3. To **avoid plagiarism**, in compliance with the intellectual property laws: it's mandatory to cite the sources.

Why is the bibliography
so important?



Add Scientific value

Access to documents

Avoid plagiarism

# Plagiarism is…

… to present as new and original an idea or a product **derived from an existing source.**

… the act of using another person's words or ideas **without giving credit to that person.**

# How to avoid plagiarism in a thesis

Cite your sources:

- when you **quote** a short text using the original words (the text should be reported in quotation marks)

- when you **paraphrase** a text

- to indicate the **provenance of a concept** (unless it is common knowledge)

- when you **reuse an image** (N.B. check the copyright or the licenses!)

# Approaches to citations

➔ In-text citations and a list of references at the end of the paper.

**APA style**

The usage of robots and artificial intelligence in the business field and in the everyday life of consumers has been a topic of discussion for a long time (Kondort & Cioc, 2024)

**References**

Kondort, G., & Cioc, R. (2024). Types of AI and Their Suitability for performing Daily Activities. Proceedings of the International Conference on Business Excellence, 18(1), 2283–2292. https://doi.org/10.2478/ picbe-2024-0192i Sociali, 3, 495–508

# Approaches to citations

➔ Numbers in brackets or in superscript corresponding to an entry in a numbered reference list.

**Nature style**

The usage of robots and artificial intelligence in the business field and in the everyday life of consumers has been a topic of discussion for a long time. [1]

**References**

1. Kondort, G. & Cioc, R. Types of AI and Their Suitability for Performing Daily Activities. Proceedings of the International Conference on Business Excellence 18, 2283–2292 (2024).

# Approaches to citations

➜ Superscript numbers in the text corresponding to footnotes with full details of the source + a list of references at the end of the paper

## Chicago full note style

The usage of robots and artificial intelligence in the business field and in the everyday life of consumers has been a topic of discussion for a long time (1).

(1) Giulia Kondort e Roxana Cioc, «Types of AI and Their Suitability for Performing Daily Activities», Proceedings of the International Conference on Business Excellence 18, n. 1 (June 1st, 2024): 2283–92, https://doi.org/10.2478/ picbe-2024-0192.

**References**

Kondort, Giulia, e Roxana Cioc. «Types of AI and Their Suitability for Performing Daily Activities». Proceedings of the International Conference on Business Excellence 18, n. 1 (June 1st, 2024): 2283–92. https://doi.org/10.2478/ picbe-2024-0192.

# Citation style

A style is a **set of rules** establishing how to format bibliographic references: it dictates which information is necessary, the order, punctuation and formatting.

The styles are based on **international standards** but each journal, publisher, association, discipline has its own.

The style should be **consistent** throughout the document.

# Citation style

The order of the elements in a bibliographic reference may change according to the style.

Nevertheless a reference should contain the **fundamental data** of cited documents (**author(s), title, date**, …), which are necessary to find them easily and precisely.

# Bibliographic reference: a book

Author   Year   Title

Moncayo, R. (2023). Lacan, jouissance, and the social sciences : the one and the many. London: Routledge.

Location   Publisher

# Bibliographic reference: an article

Authors                                    Year

Gasparotto, A., Barreca, D., Maccato, C., & Tondello, E. (2012). Manufacturing of inorganic nanomaterials: concepts and perspectives. Nanoscale, 4(9), 2813–2825.

https://doi.org/10.1039/c2nr12083f

Article title    Journal title    Volume    Issue    Pages

DOI: Digital Object Identifier

# Bibliographic reference: a website

Page title       Year       Site

How to cite ChatGPT (2025). Apa Style. Retrieved January 16, 2025, from https://apastyle.apa.org/blog/how-to-cite-chatgpt

Date of the last consultation       URL

# Bibliographic reference

<u>BOOK SECTION</u>: name and surname of the author and title of the contribution, (in) title of the work, edited by name and surname, publisher, year of publication.

<u>THESIS</u>: name and surname of the author, title, year, type of thesis, Department, University.

<u>PATENT</u>: name and surname of the author/inventor, title, Region & Patent ID, year.

<u>STATUTE</u>: type of act, date, number and title.

# AI: should it be cited?

If you've used AI tools in your research, describe how you used the tool in your Method section or in a comparable section of your paper (e.g. introduction).
Generally, it is not recommend treating the AI tool as an author.

*How to cite ChatGPT*. (2023, April 7). Apa style. Retrieved January 20, 2025, from https://apastyle.apa.org/blog/how-to-cite-chatgpt

*The Chicago Manual of Style, 18th Edition*. (n.d.). The Chicago Manual of Style Online. Retrieved January 20, 2025, from https://www.chicagomanualofstyle.org

How do I cite generative AI in MLA style? (2023, March 17). *MLA Style Center*. Retrieved January 20, 2025, from https://style.mla.org/citing-generative-ai/

# The reference managers

The reference managers (also called citation managers or bibliographic managers) are software programs used to manage references.

They help to :

- *import* references from catalogues, databases and web sites
- *create and manage* bibliographies
- *insert and format* references in a document

Detailed guide to Zotero:
https://www.zotero.org/support/start

Zotero official Support:
https://forums.zotero.org/

UNIPD Library System webpage:
Reference management — University Library System – University of Padua

Library Helpline:
Need Help? Ask the Library Helpline — University Library System – University of Padua
(ticket: 06 - gestione della bibliografia)

# Let us know your opinion



Username:

Password: leave the field empty

# Thank you for your attention!

Agripolis Central Library

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