FULLER
DAVID ALLAN HUBBARD LIBRARY

Z zotero

Creating an Annotated Bibliography with Zotero

If you'd like to create an annotated bibliography in Chicago or American Psychological Association style, you can use the Zotero custom citation style designed to output annotations.

To install one of the styles that supports annotations follow these steps:

- Go to the Zotero **Preferences** menu (**Zotero > Preferences** on Mac, **Edit > Preferences** on PC).
- Click on the **Cite** menu. Here, you will see a list of all of the styles already installed.
- Below the list of pre-installed styles, click the link for **Get additional styles...**
- Search for "annotated" in the provided search field. You should see **Chicago Manual of Style 17th edition (note, annotated bibliography)** and **APA (annotated bibliography)**
- Select the style and add it.

Z Zotero Style Repository
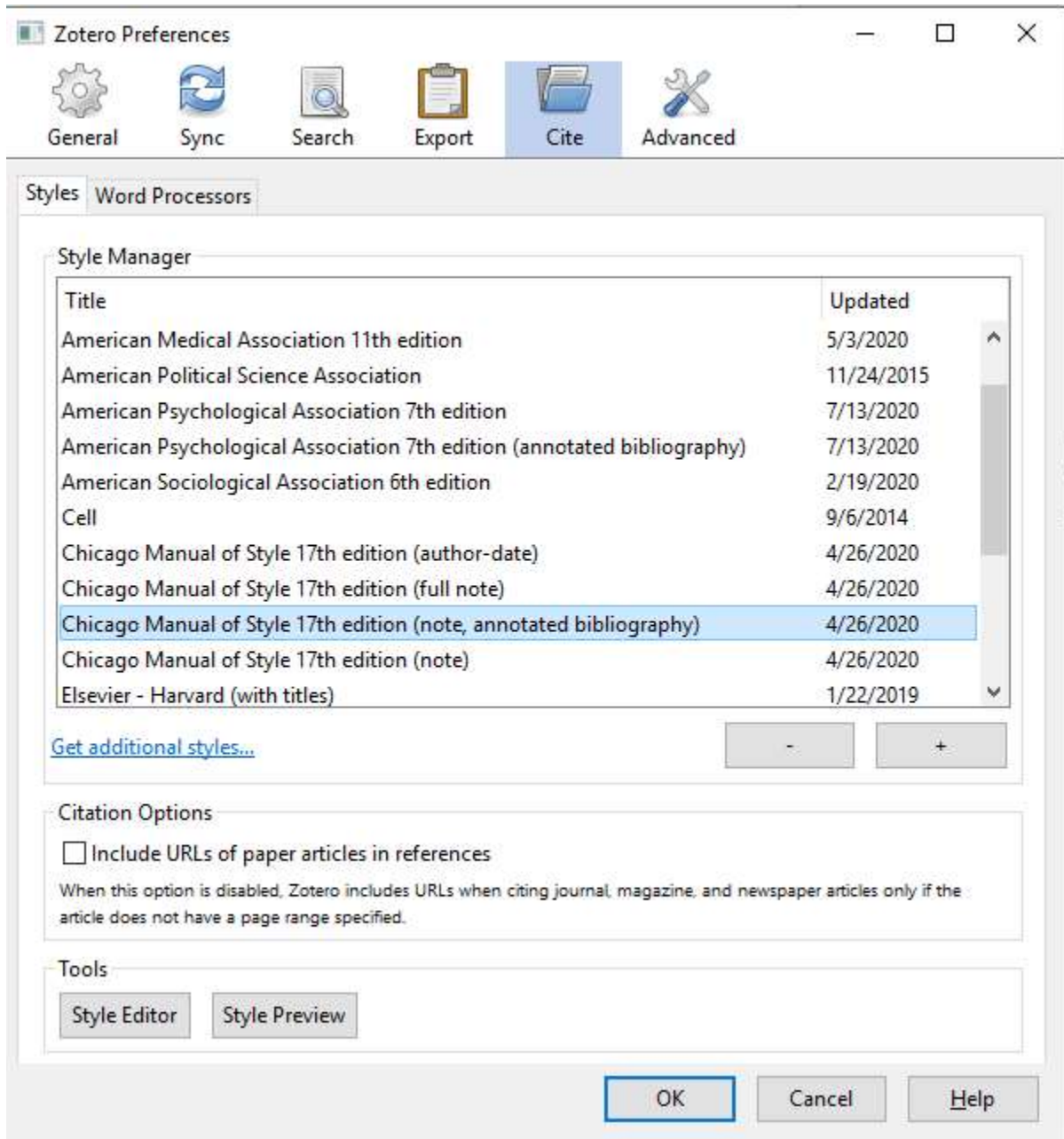
File Edit

Style Search   Format: author-date   note

annotated

☐ Show only unique styles   Fields: generic-base   psychology

2 styles found:

- American Psychological Association 7th edition (annotated bibliography)   (2020-07-13 03:13:43)
- Chicago Manual of Style 17th edition (note, annotated bibliography)   (2020-04-26 18:22:50)

If you are using the Chicago Manual of Style 17th edition (note, annotated bibliography), add annotations to the source's **Extra** field in Zotero. Go to the Info tab, scroll down to locate **Extra field** and add the annotation.

See the screenshots below that show the CMOS (Note, Annotated Bibliography style) and APA (annotated bibliography) added to the Zotero style library and the **Extra** field location.
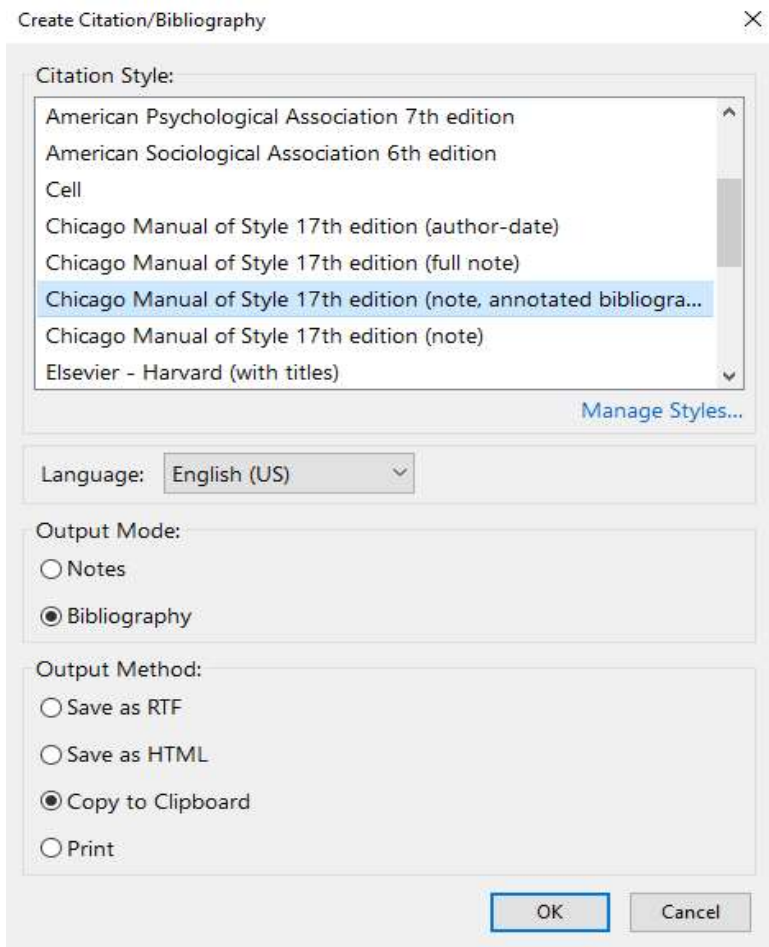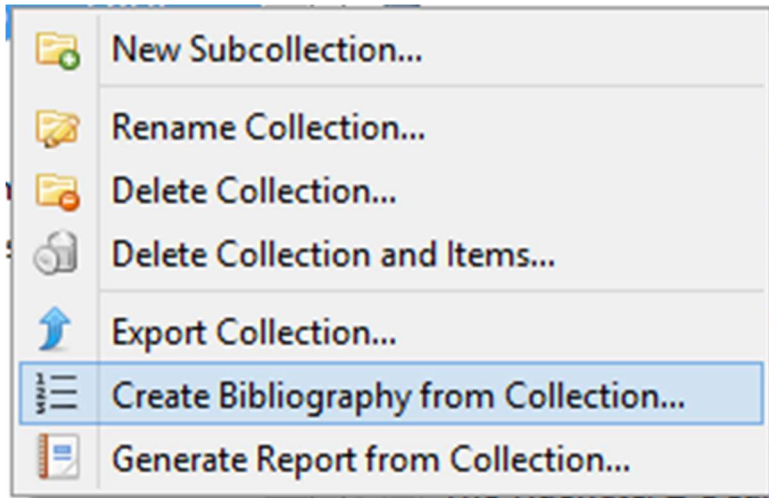
If you use the American Psychological Association style (annotated bibliography with abstract), insert or type annotations into the **Abstract** field.

When it's time to create your bibliography, collect all of your bibliography's sources into **a new collection** (see **Adding Items to your Library**), then right-click on the collection title and select **Create Bibliography from Collection**.

Then, select your annotated bibliography citation style from the list and ensure that **Copy to Clipboard** is selected. Click **OK.** Paste your bibliography in text.

You might need to adjust text alignment, proofread and edit the citations. Editing citations in the Info Tab/Fields in the Zotero library is recommended over editing the citation in Word or another text editor.

Alternatively, annotations can be saved as child notes with the Zotero text editor. In this case, they need to be added into a bibliography manually (copy and paste from the Zotero text editor into your document).

Resources

Zotero documentation
Creating Bibliographies: https://www.zotero.org/support/creating_bibliographies
Notes (Child and Standalone Notes): https://www.zotero.org/support/notes
Using the Zotero Word Plugin: https://www.zotero.org/support/word_processor_plugin_usage

Video tutorials
Zotero: Citations and Bibliographies: https://youtu.be/E5_xjfm57wU
Zotero Tutorial: Notes, Links, & Cross References: https://youtu.be/b8nkhAXjRRc

Questions? Contact lib-reference@fuller.edu.

Updated September 14, 2020.