Zotero and Google Docs

Great news—Zotero now works with Google Docs! You will need to install the Zotero application and the Chrome or Firefox connector. The folks at Zotero are working on Google Docs support for the Safari browser, available in the near future. Zotero does not work with Internet Explorer/Edge.

Authentication
The first time you use Zotero with Google Docs, you’ll be prompted to authenticate the plugin with your Google account. You have to do this only once, and then you can insert citations.

Insert In-Text Citations
First, open the Zotero application on your computer. To insert an in-text citation, click on Zotero in the Google Docs menu, then click on Add/Edit Citation.

A Zotero window will pop up where you can select the citation from your Zotero library. Note: this pop up may be hidden behind your browser window. If you see this message, “Zotero is updating your document, please wait,” use your mouse to hover over the Zotero icon in your taskbar and click on the Quick Format Citation window.

If you know the title of the article or author’s name, you can start typing it in the Zotero citation window and select the appropriate citation from the list.

You can also switch to “Classic View” by clicking on the “Z” in the Zotero citation window, select the appropriate citation, and click OK. With the Classic View, you can insert multiple sources.
Insert a Bibliography

To insert a bibliography, click on Zotero in the Google Docs menu, then click on Add/Edit Bibliography. Zotero will create the bibliography based on the inserted in-text citations. Note: Databases and citation managers make the job a lot easier, but they are not perfect. Be sure to check the in-text citations and bibliography!

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Using Zotero in Google Docs

All work and no play make Jack a dull boy (Tegern, Aasa, Ång, Harms-Ringdahl, & Larsson, 2018). Outside of a dog, a book is man’s best friend. Inside of a dog it’s too dark to read (Svernlov, Larsson, Rehn, & Adolfs, 2009). I arise in the morning torn between a desire to improve the world and a desire to enjoy the world. This makes it hard to plan the day (Lund & Amadio, 2006).


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For more information see the Using Zotero with Google Docs guide.