ORPAL

Open **R**elational **P**ersonal
Academic **L**ibrary

A Reference Manager
that works smarter

Version 2.4

Glossary:

Ref : Something that somebody wrote or made to teach you something

Parent : A ref that contains multiple refs by different people [usage: The parent of a chapter is a book]

Load : To retrieve information into the program memory, changing the display.

Situate : Move files to their proper location, the Library

Things to Know:

- The database is fully relational. In other words, each author is represented only once and is 'linked' to the things they've written. Similarly, articles are 'linked' to journals, and chapters are 'linked' to their books.

- The entire application has automatic saving. Every time you leave a field, that field is saved. For multi-line fields, saving only occurs if changes are made.

- Each source must have a unique combination of Title, Year, and Type (i.e., article, chapter, etc). Thus, any new insertion that has the same three as an old ref will be treated as a duplicate. If it has information that the old one doesn't, the ref will be updated, but it will not overwrite any fields.

Features

Fully Relational
- Articles/Chapters are linked to their "parent" Journal or Book . . .
- Authors are linked to articles . . .
- Each is fully editable, which then updates all associated refs

Advanced APA Reference Handling
- Imports RIS, ISI, and OVID reference files.
- Parses most refs in APA citation format
- Also parses journal article and book refs in MLA, Turabian, and some Chicago styles

Easy File/Location Keeping
- Drag and Drop Files to associate and name them
- Delayed File Moves. Manage files while they are open.
- Easily open any kind of file, a url, or just write a note

Multiple Find Options
- Categorize references in multi-level topic structure
- Full text searching for references and authors. With highlighting.
- Two clicks to display by author, type, or source

Notes
- Keep both an abstract and notes for each reference
- Keep notes about authors
- Separate field for storing author's websites.

And More . . .

Main Screen/Tab

Useful for browsing through references.

Menu Bar

Tabs

Toggle what is Visible

RefMan - classics

File   Refs   View   Help

Topic = Classics

See the current display criteria and access previous displays

Main   Edit   Author   Insert   NB

Wilson, T. D. & Brekke, N. (1994). Mental contamination and mental correction: Unwanted influences on judgments and evaluations. Psychological Bulletin, 116, 117-142.

Full Ref

Author	Title	Year
Trope		Psychol
Turner		
Turner		
Tversky		Science
Tversky		Psychol
Valins		Attributi
Vallacher, R	What do people think	1987 Psychol
Watson,	Health complaints, stress,	1989 Psychol
Webb, E	Unobtrusive Measures:	1966
Webb, E	Nonreactive Measures in	1981
Wegener,	Effects of mood on	1995 Striving
Wegner,		1982 Persona
Wegner,		1986 Theories
Wegner,		1994 Psychol
Wicklund		1976
Wiggins, J	Personality and Prediction.	1973
Wilson,	Limitations of	1985 Review
Wilson,	Thinking too much:	1991 Journal
Wilson,	Attitudes as temporary	1992 The Cor
Wilson,	Mental contamination and	1994 Psychol
Wilson,	A model of dual attitudes.	2000 Psychol
Wood, Joanne	Theory and research	1989 Psychol
Word, C		974 Journal
Zajonc,		965 Science
Zajonc,		980 Retrosp
Zajonc,		980 America
Zajonc,		985 Science
Zanna, Ma		974 Journal
Zillman, D	Arousal and aggression.	1983 Aggress

List of all refs meeting a certain criteria

Abstract

We define mental contamination as the process whereby a person has an unwanted response because of mental processing that is unconscious or uncontrollable. This type of bias is distinguisha... to know or apply norm... nce and can be further c... anted consequences of automatic processing and source confusion, which is the confusion of 2 or more causes of a response. Mental contamination is difficult to avoid because it results from both fundamental properties of human cognition (e.g., a lack of awareness of mental processes) and faulty...

Notes

Two Errors:
- Messing up typically good inferences
- Contaminants -> Unwanted, unconscious

People think... wanted influences b... reasoning, but the opposite is true.

People don''''t even recognize the influences, aren''''t motivated to correct for them and don''''t adjust appropriately.

Source Confusion:

EZSearch for:
Topics
Authors
Full Text

Classics
Papers
  └ Review
     └ Kn
Consci
  └ Self Knowledge

Topics

Topic: Classics

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Main Tab Ref Display

The Control Center.

These are 'full' locations.

Locations that are recognized file types will display the appropriate icon, or show the file extension.

If the location is not recognized as a file or internet address, the field will be treated as a note, displaying a paper icon and popping up a dialog box with the text when clicked.
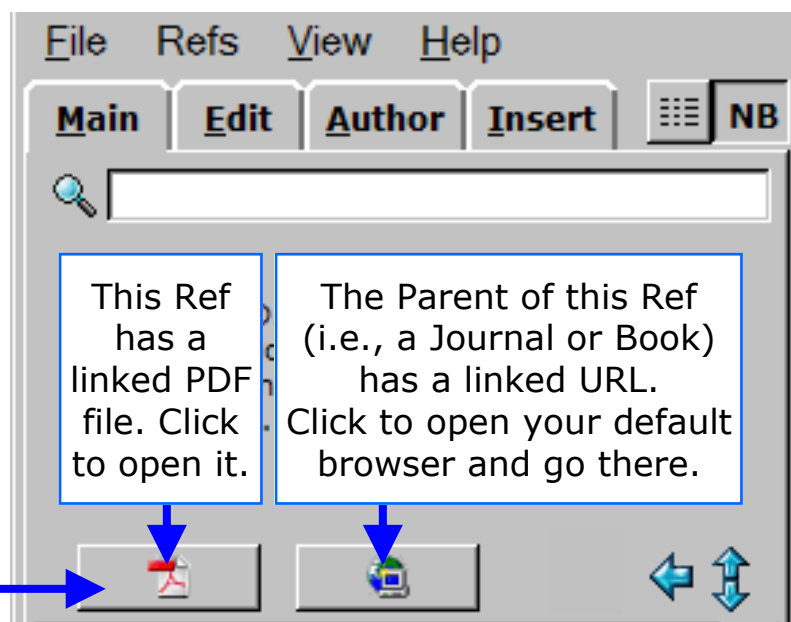
These are 'empty' locations.

Drag a file here to associate it with the Ref (and move it to the Library if enabled). Or, click to open a dialog box for manual entry of a filename, url or note.

Journal Articles will display the 'CrossRef' label, meaning that clicking will open your internet browser to the CrossRef location to search for it. [Can change in refman.ini]

Modification of the location is only possible on the Edit Tab.

| File | Refs | View | Help |

Main | **Edit** | **Author** | **Insert** | NB

This Ref has a linked PDF file. Click to open it.

The Parent of this Ref (i.e., a Journal or Book) has a linked URL. Click to open your default browser and go there.
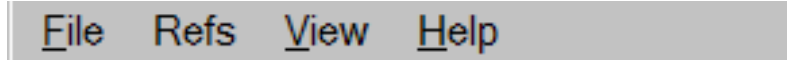
CrossRef

Load the previously displayed Ref. It will return to a previous search/list display as necessary.

Navigate up and down in the reference list. Useful for when the list is toggled 'off' (i.e., you can't see it). Often, you can you the up and down keys on your keyboard.

The Menus

Always there when you need them.

File Refs View Help

File:
 Datababse: Go here to change or create new databases
 Backup DB: Perform a quick backup of the data
 Refresh Search: To refresh the full text index when using
  Sqlite, to fix any problems with it not finding refs.

Refs:
 Format Selection (i.e., APA / MLA): Change the display of the
  full ref. Does not affect parsing of refs, just display.
 Bibliography: Save a file with a fully formatted Reference page.
 Export: Choose a format to transfer refs to another program.
 Export Scope: Currently, only records currently displayed in the
  list will be included in the Bibliography and Export files.

View:
 Recently Modified: The default view. What is 'Recent' can be
  specified in Preferences.
 Special: Some special searches that might be useful. Note that
  Refs with no linked authors are not otherwise displayed.
 Search Scope (Within Current / Search All): Change to 'Within
  Current' to combine searches.
 Format Types: Select these to display all Refs of a single type.
  Note that Journals are not otherwise displayed.

Help:
 About: See the program version
 Manual: Open this manual file

Edit Tab

When you need to make changes to a reference.

To produce this view, the List has been toggled 'off'

The Menu lets you Delete or Replace the Reference

Use the buttons to add, change, or delete authors if needed. Double-clicking an author loads them and goes to the Author Tab

Right Click to Format it nicely, or to search the web for more info.

You can change the type of reference if needed.

Click on the Parent to load it. If there is no parent, click in this area to choose one. Click the X to remove the Parent.

These fields change depending on the type of reference. Pay attention to the labels.

The abstract is repeated here for ease of entry. You can edit it either place.

If you click here, you'll be able to edit the location. You can also drag a file to this place to set it as the location.

RefMan – classics

File   Refs   View   Help

Main | **Edit** | **Author** | **Insert** | ☷ | **NB**

Edit

Authors

Wilson | Timothy | D
Brekke | Nancy |

Year

1994

Title

Mental contamination and mental correction: Unwanted influences on judgments and evaluations.

Type

📄 Journal Article ⊐

Journal

Psychological Bulletin   ✕

Volume

116

Issue

Pages

117-142

Abstract

We define mental contamination as the process whereby a person has an unwanted response because of mental processing that is unconscious or uncontrollable. This type of bias is distinguishable from the failure to know or apply normative rules of inference

Location

C:/Documents and Settings/Moi/My Documents/Library/Wilson & Brekke, 2002.202.pdf ✕

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Authors Tab

Useful for browsing through references.

When you click on an author, it will search for refs by them.

Author = Nisbett, Richard E

| Main | Edit | Author | Insert | NB |

Authors

Nisbett, Richard E

Start typing an Authors' last name to find them alphabetically.

64	Kahneman, Daniel
60	Fischhoff, Baruch
52	Loewenstein, George
45	Tversky, Amos
44	Nisbett, Richard E
37	Wilson, Timothy D
33	Baron, Jonathan

A list of all authors in descending order by how many refs they have. Click on a name to load that person

Richard

E

Nisbett

Area

Social

University

U Michigan

The # is the "rank" of the author on that article (i.e., a 1 means that person is the 1st author)

Click the Label to open the website in your browser.

Website

tp://www-personal.umich.edu/~nisbett/

Notes

Inference , Categorization, Attribution

How laypeople reason and make inferences about the world.

Write notes or comments about an author.

Comparing East Asians with Westerners: East Asians reason holistically, Westerners reason analytically

"Cultures of Honor" - Violence in the name of reputation and property.

Co-Authors

7	Choi, Incheol
6	Peng, Kaiping
4	Norenzayan, Ara
4	Ross, Lee D
3	Fong, Geoffrey T
3	Larrick, Richard P
3	Lehman, Darrin R

A list of all the people who share Refs with the selected author, ordered by how many Refs they share. Double-click on a name to load that person.

Left panel (reference list):

3 Nisbett,	Undermining children's intrinsic	1973 Journal of
3 Nisbett,	Undermining children's intrinsic	1973 Journal of
1 Nisbett,	The halo effect: Evidence for	1977 Journal of
1 Nisbett,	The use of statistical heuristics in	1983 Psychologi
3 Nisbett,		ve F
1 Nisbett,		e
3 Nisbett,		an F
3 Nisbett,		logi
2 Nisbett,	A longitudinal study of the effects of	1990 Developme
1 Nisbett,		
2 Nisbett,		
2 Nisbett,		
2 Nisbett,	The Person and the Situation.	1991
4 Nisbett,	Protecting the self from negative	1992 Journal of
2 Nisbett,		nizatio
2 Nisbett,		al Cog
1 Nisbett,		Bell Cu
2 Nisbett,	Insult, aggression, and the	1996 Journal of
2 Nisbett,	Anti-Black prejudice as a function of	1996 Journal of
2 Nisbett,	Validity problems of cross-cultural	1997 Psychologi
2 Nisbett,	Culture, categorization and	1997 Cognition
4 Nisbett,		ook
2 Nisbett,		ality
2 Nisbett,		logi

File

Topic

44

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Author Tab - Full Text Search

Useful for finding people who do particular things.

You can type any keywords here to search through the Area, University, and Notes fields.

A list of authors who match will appear here. To bring back the normal list, use the 'Authors' menu at the top of the tab and choose 'Refresh List

Words that match your search term will be highlighted.

RefMan - refs

File   Refs   View   Help

Main   Edit   **Author**   Insert   NB

Authors

implicit

Bargh, John A
Devine, Patricia G
Dovidio, John F
Harmon-Jones, Eddie
Kihlstrom, John F
Nosek, Brian A

Brian

A

Nosek

Area

Social

University

University of Virginia

Website

http://www.briannosek.com

Notes

Implicit social cognition looking at the structure and function of attitudes, beliefs, and identity.

(a) the predictors of correspondence between implicit and explicit preferences

(b) the presence of cognitive-affective consistency in implicit social cognition,

(c) the role of implicit attitudes, beliefs, and

Co-Authors

5	Greenwald, Anthony
4	Banaji, Mahzarin R
1	Farnham, Shelly D
1	Hansen, Jeffrey J
1	Mellott, D S
1	Rudman, Laurie A

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Insert Tab

When you have more to keep track of (or read).

Manual Insert: Type in the appropriate information in each box, and click Insert.

See the next page for information about this box.

When the Insert Tab is displayed, clicking the '+' button next to the ezsearch will place that topic here, associating it with any refs subsequently entered. To clear this box, right-click and select delete.

Red text indicates that a reference with a matching title already exists in the database. The red text itself is from the existing record.

Double-click in the box to open a dialog box for you to enter the authors or editors. If you select an author and press the delete key on your keyboard, it will remove them.

Typing in the source will generate matches from the database that you can select. Tabbing out of the field will fill in the Type and Year fields, unless they are already filled.

As on the Edit tab, these fields differ depending on the type of reference.

You can use these Location, Abstract, and Notes fields normally to reduce the need to go back and edit references you've inserted.

RefMan - refs

File   Refs   View   Help

Main   **Edit**   **Author**   **Insert**   NB

Insert

Wilson, T. D. & Brekke, N. (1994). Mental contamination and mental correction: Unwanted influences on judgments and evaluations. Psychological Bulletin, 116, 117-142.

Parse   **Insert**   Next

Topic

Mental contamination and mental correction

Title

Mental contamination and mental correctic

Authors   Editors

Wilson | T | D
Brekke | N |

Source

Psychological Bulletin,

Type   Journal Article

Year 1994   Pages 117-142

Volume   Issue
116

File / Abstract / Notes

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Inserting Refs

Even better than typing them in.

Getting Files for Importing: When exporting refs from other programs, choose 'Direct Export' or 'Export to Reference Software' , otherwise pick that which mentions Reference Manager or RIS files, otherwise EndNote. This works for PsychInfo, WebofScience, ScienceDirect, EBESCO, etc.
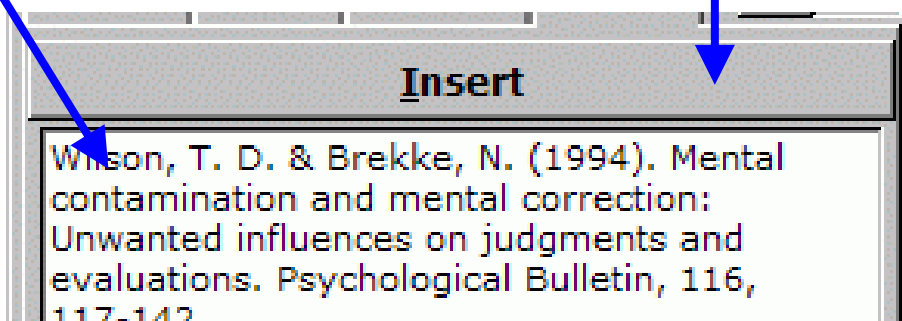
To Import a Ref file, you can simply drag the file into the box. The same as doing 'Insert File'

Menu Options:
Direct Insert: Parse and Insert all the Refs in the Box at once. Should use only if the Refs are in standard format.
Insert Files: Imports Refs from ALL the files in the 'Import' Directory
Insert File...: Imports Refs from the selected file

Insert

Wilson, T. D. & Brekke, N. (1994). Mental contamination and mental correction: Unwanted influences on judgments and evaluations. Psychological Bulletin, 116, 117-142.

Pasting Refs for Parsing: It is best if they are in standard APA format, but there is some leeway. They must have an ending period and be separated by a line break, but may have line breaks within.
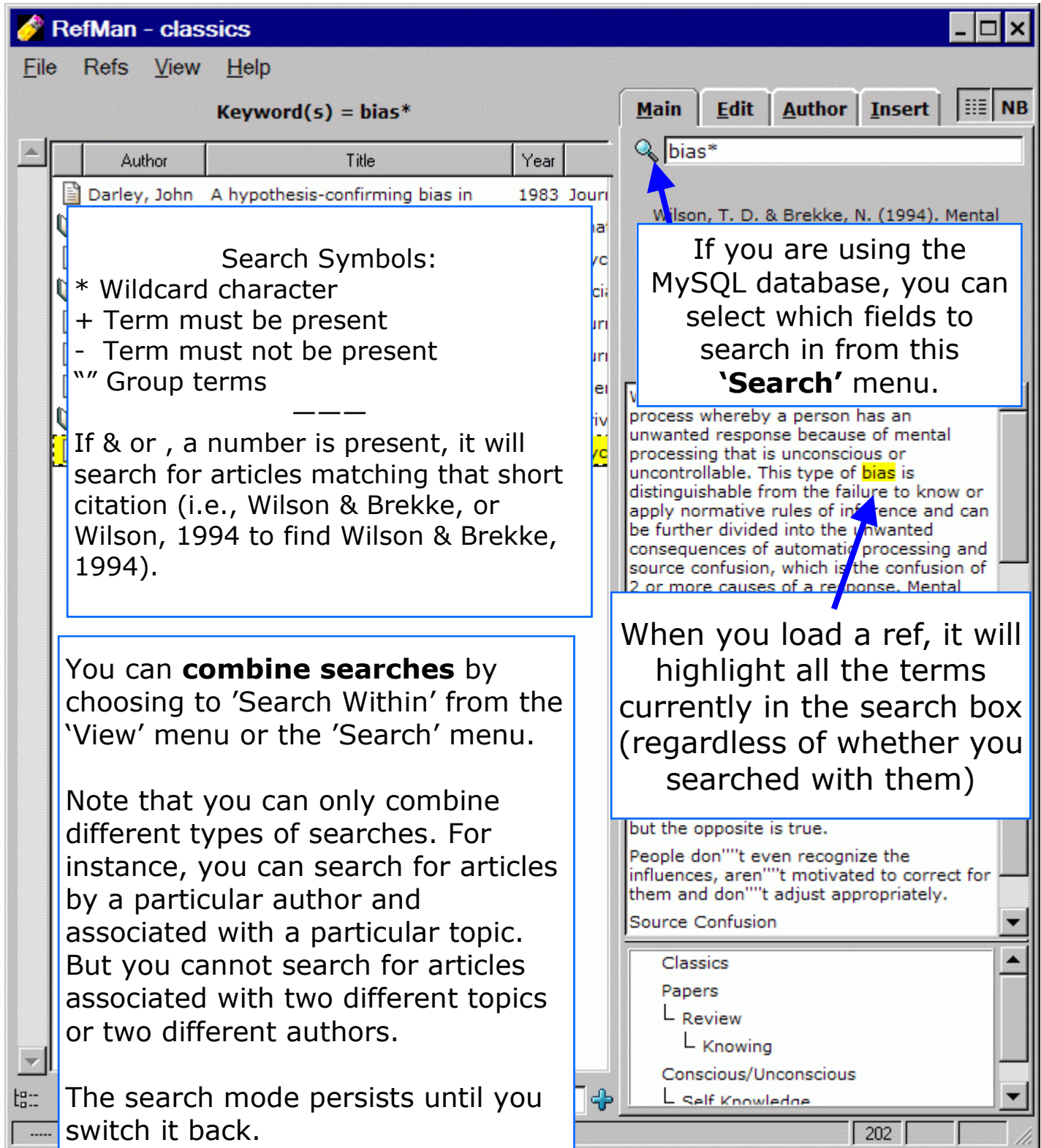
| Parse | Insert | Next |
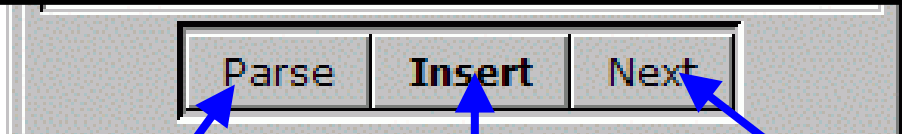
Parse: Split the first ref in the box above into the boxes below. Pretty flexible, try it out to see what is works.

Insert: Insert one ref into the database using the boxes below. If no info in the boxes, will perform a Parse first.

Next: Delete the first ref in the box above and parse the next one. Use when you don't want to insert something.

Searching

Quickly find what you want.

RefMan - classics

File   Refs   View   Help

Keyword(s) = bias*

Author	Title	Year
Darley, John	A hypothesis-confirming bias in	1983 Jour

Main   **Edit**   **Author**   **Insert**   NB

bias*

Wilson, T. D. & Brekke, N. (1994). Mental

...process whereby a person has an unwanted response because of mental processing that is unconscious or uncontrollable. This type of bias is distinguishable from the failure to know or apply normative rules of inference and can be further divided into the unwanted consequences of automatic processing and source confusion, which is the confusion of 2 or more causes of a response. Mental

...but the opposite is true.

People don'''t even recognize the influences, aren'''t motivated to correct for them and don'''t adjust appropriately.

Source Confusion

Classics
Papers
  └ Review
      └ Knowing
Conscious/Unconscious
  └ Self Knowledge

202

Search Symbols:
* Wildcard character
+ Term must be present
- Term must not be present
"" Group terms

———

If & or , a number is present, it will search for articles matching that short citation (i.e., Wilson & Brekke, or Wilson, 1994 to find Wilson & Brekke, 1994).

If you are using the MySQL database, you can select which fields to search in from this **'Search'** menu.

When you load a ref, it will highlight all the terms currently in the search box (regardless of whether you searched with them)

You can **combine searches** by choosing to 'Search Within' from the 'View' menu or the 'Search' menu.

Note that you can only combine different types of searches. For instance, you can search for articles by a particular author and associated with a particular topic. But you cannot search for articles associated with two different topics or two different authors.

The search mode persists until you switch it back.

Keyboard Shortcuts

For putting the ref in papers.

Using the displayed ref as an example, the following are what gets copied to the clipboard for each key combo (or when choosing from the menu). These short cuts work from anywhere in the program.

Full Ref (Ctrl-F):
Wilson, T. D. & Brekke, N. (1994). Mental contamination and mental correction: Unwanted influences on judgments and evaluations. Psychological Bulletin, 116, 117-142.
[Left click on the display also does this]

Cite Ref (Ctrl-D):
(Wilson & Brekke, 1994)
[lists up to 6 authors]

Short Ref (Ctrl-S):
(Wilson & Brekke, 1994)
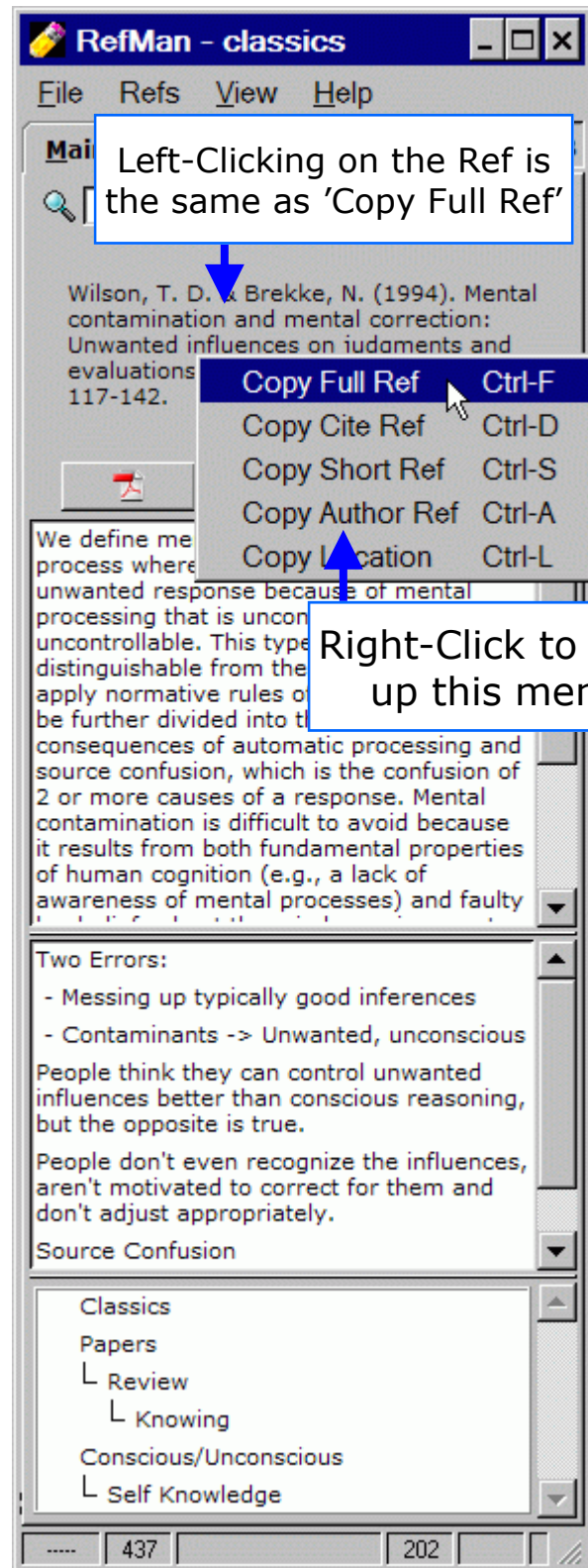[if 3 or more authors, does 'et al.']

Author Ref (Ctrl-A):
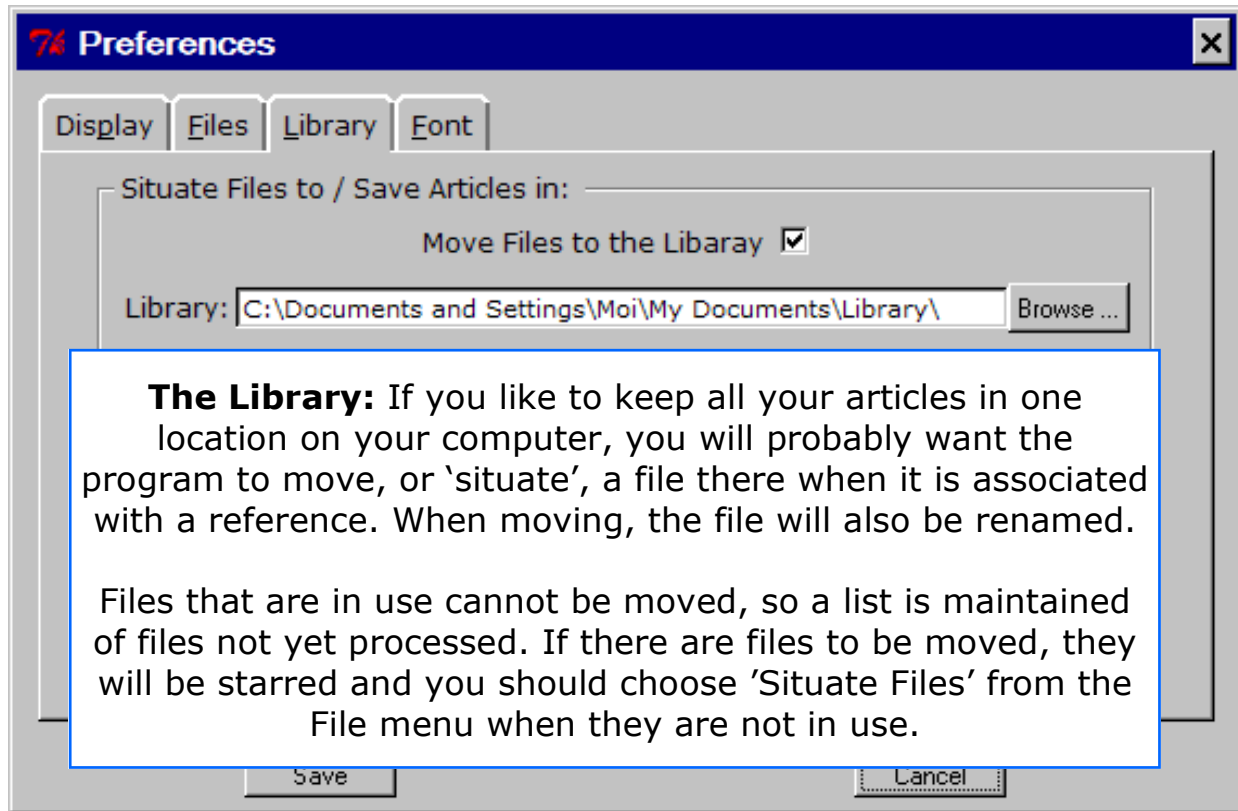Wilson and Brekke (1994)

Location (Ctrl-L):
C:\Documents and Settings\User\My Documents\Library\Wilson & Brekke, 2002.202.pdf
[useful for sending files over email]

RefMan - classics

File   Refs   View   Help

Mai

Left-Clicking on the Ref is the same as 'Copy Full Ref'

Wilson, T. D. & Brekke, N. (1994). Mental contamination and mental correction: Unwanted influences on judgments and evaluations
117-142.

Copy Full Ref	Ctrl-F
Copy Cite Ref	Ctrl-D
Copy Short Ref	Ctrl-S
Copy Author Ref	Ctrl-A
Copy Location	Ctrl-L

Right-Click to bring up this menu.

We define me
process where
unwanted response because of mental
processing that is uncon
uncontrollable. This type
distinguishable from the
apply normative rules o
be further divided into t
consequences of automatic processing and
source confusion, which is the confusion of
2 or more causes of a response. Mental
contamination is difficult to avoid because
it results from both fundamental properties
of human cognition (e.g., a lack of
awareness of mental processes) and faulty

Two Errors:
- Messing up typically good inferences
- Contaminants -> Unwanted, unconscious
People think they can control unwanted influences better than conscious reasoning, but the opposite is true.
People don't even recognize the influences, aren't motivated to correct for them and don't adjust appropriately.
Source Confusion

Classics
Papers
 └ Review
   └ Knowing
Conscious/Unconscious
 └ Self Knowledge

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The Library / Preferences

One way of customizing your experience.

Preferences

Display | Files | Library | Font

Situate Files to / Save Articles in:

Move Files to the Libaray ☑

Library: C:\Documents and Settings\Moi\My Documents\Library\   Browse ...

The Library: If you like to keep all your articles in one location on your computer, you will probably want the program to move, or 'situate', a file there when it is associated with a reference. When moving, the file will also be renamed.

Files that are in use cannot be moved, so a list is maintained of files not yet processed. If there are files to be moved, they will be starred and you should choose 'Situate Files' from the File menu when they are not in use.

Save   Cancel

Levels of Customization:

Beginner : Use the **Preferences** dialog box only

Intermediate : See the **refman.ini** file. Many of the settings there can be changed in Preferences, but not all.

Advanced : See the **library.conf** file. Controls importing, exporting, and displays. Requires basic knowledge of perl, or ability to follow patterns. Always back it up.

Expert: Feel free to alter the code. Move the files out of the scripts directory and run **viewer.pl**. Note that you must obtain and install the required modules yourself.

Add Author Box

To associate authors with refs.

This field makes it easy to enter names, as it matches what you type to authors already in the database and auto-completes for you.
NOTE: It does not actually get submitted, it is for convenience only.

Wilson, Timothy D

×

Last: Wilson

First: Timothy

Middle: D

These fill in automatically by splitting the field above by commas and spaces. Adjust them individually as needed.

Add One	Add Multiple	Cancel

Click here to insert this author and return back. Used for just inserting one author, or when inserting the last of a series of authors.

Click here to save the author in memory and add more. Nothing will be saved until Add One is chosen.

Click here to cancel the entire operation. If you just want to stop, click 'Add One' to finish (it won't add a blank author).

Topic Area

Managing your Topics is like managing your life.

Drag the sashes to resize the topic area

Add : Create a sub-topic of the topic selected (or a top-level topic if none are). Topics must have a child in order to display, so it will add a temp child.

Remove: Delete the currently selected topic

Click to **retract** the topic area (make it go away)

Click to **open** this Topic Area

Right-Click in this box to rename topics, tidy or refresh the list.

Classics

Books

Conso...

Sel...

Old

Old...

Papers

Review

Articles and Chapters that many graduate programs assign for their students to read.

Keep **notes** for the currently activated topic (in blue).

Single-click to select a topic, open/close it, and put it in the topic box.
Double-click to active a topic, loading it's notes and displaying the associated refs.

638   12

Note: To produce this view, the Notebook (NB) is toggled 'off' and the topic area has been opened.

The Status Bar & EZSearch

The really important things come in small spaces.

EZSearch box: What this box does depends on what label it has. It is helpful particularly when the Notebook (NB) has been toggled 'off'.

Topic: Classics

Double-click to force the window to **stay on top**.

The **#** of refs in the list.

Click here to **choose** whether the box is for Topics, Authors, or Keywords. Typing in a term then pressing 'Enter' will do a search.

Database **ids** for the current ref and author.

Associate the current ref with the topic displayed in the box to the right (if a topic). To de-associate, select the topic, and press delete on the keyboard.

Tips and Tricks

Putting the Fun back into Life.

- When exporting Refs from online databases, have the files save to an easy to find location, like the desktop. Then, just drag the file into the box on the Insert Tab.

- If you leave the Library turned on (i.e., letting it move files), dealing with the downloaded full text of articles is just as easy. Simply save them to the desktop, then drag them to the appropriate location spot. The program will give it an appropriate filename, and even treat it like a pdf (which most are) if there is no file extension.

- The parsing box on the Insert Tab was specifically designed to accept pasting from the Reference sections of other articles. You can copy in the whole list and use the 'Next' button to skip Refs you don't want.

- If the parsing isn't working, it may be easier to adjust the Ref to be more standard in order to make it work than to type in each part of the Ref yourself. Sometimes all it takes is adding a period or space, or a placeholder for a missing piece that you can then remove.

- When inserting a Ref, if the Parent already exists, you don't have to put in the details like City and Publisher. When you've typed in a source that already exists, it will select the appropriate type and year. Those three fields (title, type, year) define a unique reference, so the existing source will be linked.