Organizing Knowledge

Cţtavi



Creating Category System

Go to References editor tab



Go to View menu



Click Show category column



Write the name of the

Category (topic) or

subcategory
(subtopic)



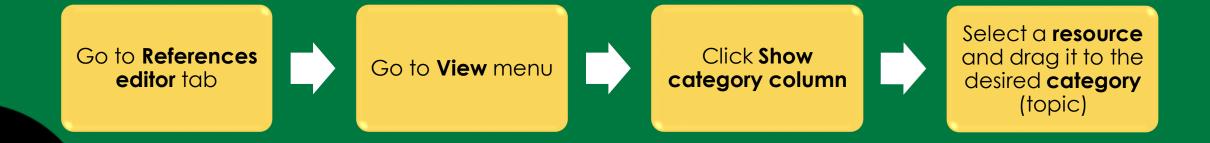
Select New category or New subcategory



Click 👼

New category or subcategory

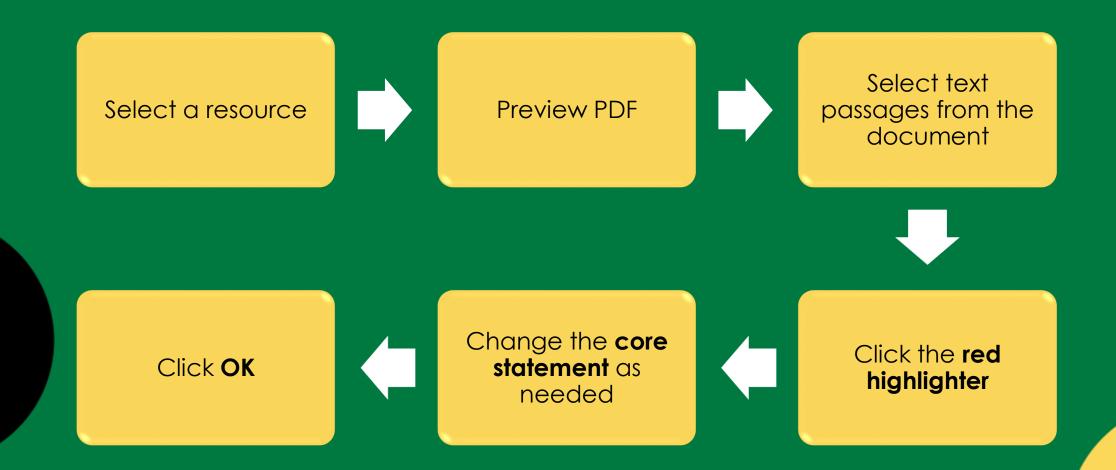
Organizing Sources by Categories



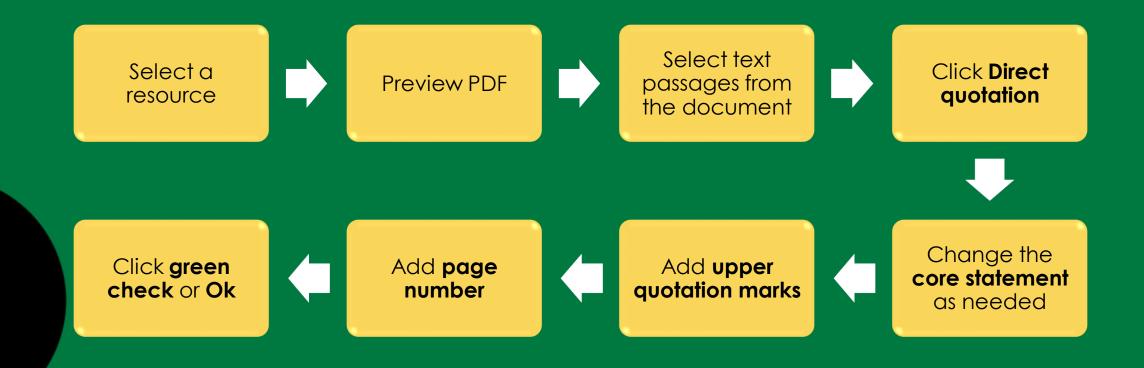
Saving Yellow Highlight



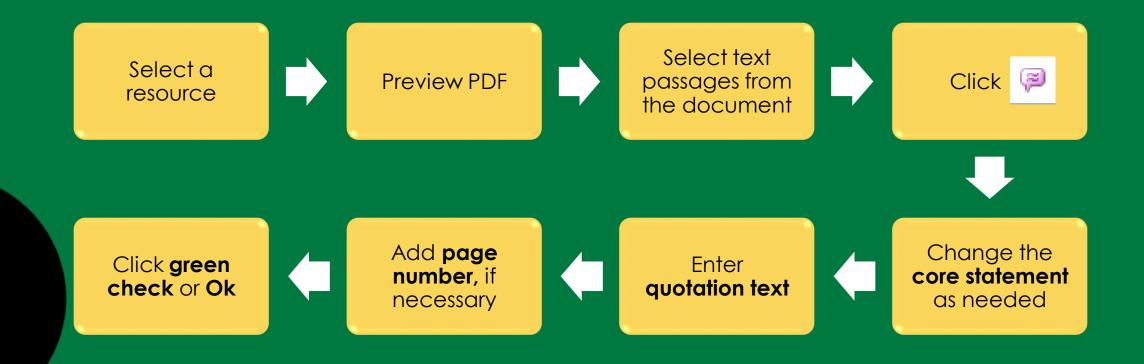
Saving Red Highlight



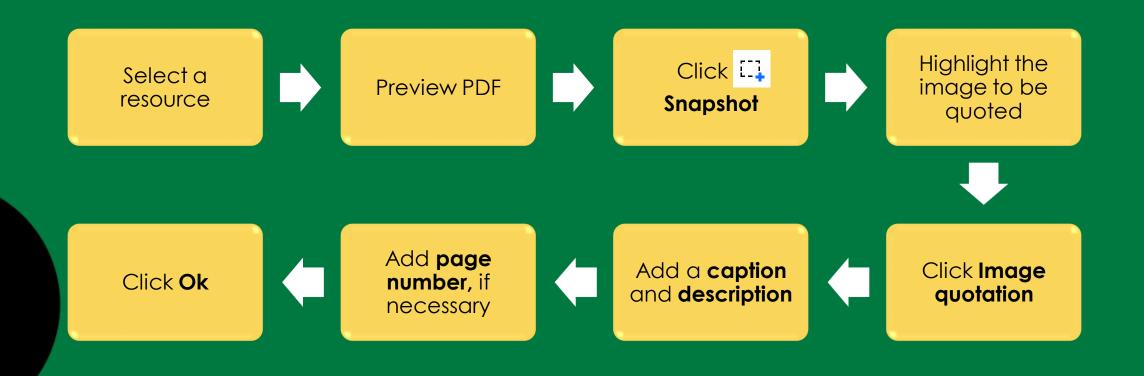
Creating Direct Quotation



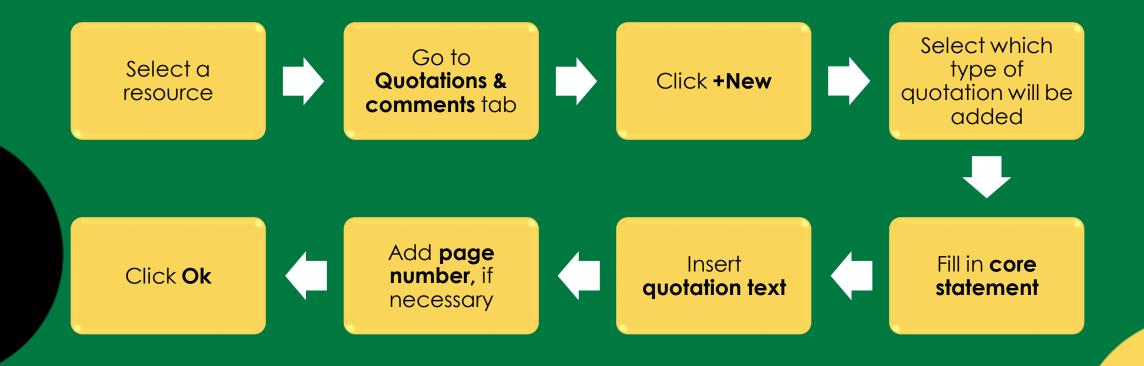
Creating Indirect Quotation



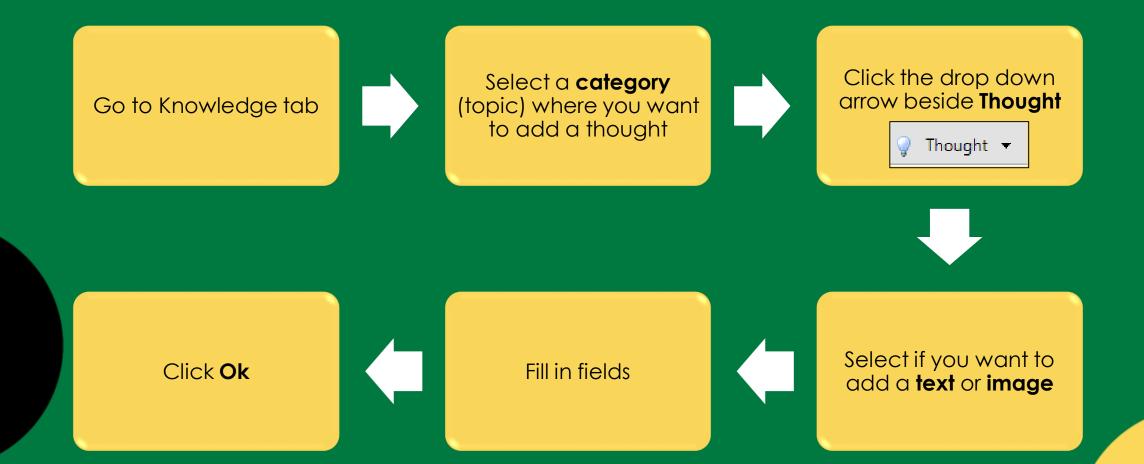
Creating Image Quotation



Creating Quotation from Resources without e-Copy



Saving Thoughts



Generating Compilation of Quotations

