Easy Reference and Citations

- Handy tool is that **automates the references and citations process**
- Experienced users may not have the RefToolbar activated
  - The RefToolbar is **activated for all new users** automatically

**To activate RefToolbar:**
- **User page** (i.e., User:BrillLyle)
- **Preferences** (upper right corner)
- **Editing** tab:
  - Select "Show edit toolbar (requires JavaScript)"
- **Gadgets** tab:
  - **Editing** section
    - Select "refToolbar, adds a "cite" button to the editing toolbar for quick and easy addition of commonly used citation templates."

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Links

- [Wikipedia:RefToolbar](#)

- [Wikipedia:RefToolbar/2.0](#)
  - [RefTools](#) demo (video) - click link to play!

- [Help:Edit_toolbar](#)
Nuances of RefToolbar

- **Show/hide extra fields**
  - Click to *expand the number of fields available* – there are more options!

- **Access date**
  - Click to auto-insert the "Retrieved 22 March 2015." string
    - Format defaults to **DD Month YYYY**
    - So I use the same format for *Date of Citation*

- **Unique Identifier Lookups**
  - Click on *magnifying glass* to look up **DOI**s and **PMID**s if you have them
  - These identifiers will *auto-populate*, saving you time!
Named Reference

- Make sure to fill in **Ref name** in the lower left corner of the RefToolbar box
  - Using a Ref name: a way to **reuse references in multiple places** within articles
  - I use a **naming convention**, especially on articles with many citations:
    - **Publication-Work-YYY**
      - NYTimes-SelmaReview-2014
    - Whatever you choose, it's great to be consistent within the article, and make it memorable so you can distinguish between named references

- **To insert an existing named reference:**
  - Click on "Named references" on the Cite toolbar

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Additional Tips

- Use "Website," "Work," or "Journal" option – instead of "Publisher"
  - This italicizes the source, which is a nice formatting option
- Insert Wikilinks to add functionality to the citation
  - It gives you a controlled vocabulary for the sources
  - It also double-checks the sources are on Wikipedia
  - It allows end-users to click through the source to read more about it
- Explore Error check
  - References with the same content
  - Multiple references with the same name
  - Usage of undefined named references