



Informatics Project Proposal 20: Tutorial 2: Managing and Analysing Literature for MSc Projects

INFR11291: Informatics Project Proposal

Content (2 mins)

- Identify and select papers relevant to your research project.
- Organise, annotate, and manage papers effectively using a reference management tool (e.g., Mendeley)
- Skimming and scanning papers to extract and summarise key aspects of each paper (e.g., problem, main aim, relevance, methods, contributions).

Exercise 1: Getting Started with a Reference Management Tool (8 mins)

- Download Mendeley for desktop*:
<https://www.mendeley.com/guides/desktop/>

*if you are familiar with other reference managing tool (e.g., Zotero) feel free to use that.
- After installing it, create a folder, e.g., “MSc project plan”.
- Add a paper to your folder, e.g., you can pick one from the DPMT

Questions: Getting Started with a Reference Management Tool (2 mins)

Ask any questions.

Exercise 2: Identifying and Organising Key Papers (10 mins)

- Identify 2-3 relevant papers for your project -- skimming through them
- Add the papers (in pdf format) to your folder (“MSc project plan”)
- Add at least 2 tags to each paper (e.g., key paper, survey, AI ethics)
- Then pick up a tag and select all papers with that tag.

Discussion: Identifying and Organising Key Papers (3 mins)

Share your findings with your group/classmates.

Exercise 4: Reading, Annotating and Note-Taking (15 mins)

- Highlight and add brief comments in one of the papers added to your folder, identifying: 1. research aim(s); 2. method(s); 3. key findings.
- Skim the paper and add a note including: 1. problem that paper addresses; 2. main aim of the study; 3. relevance for your MSc project plan.
- Scan the paper and add the following to the note: 1. methods used; 2. specific evidence (e.g., key results, quotations); 3. main contributions.

Discussion: Reading, Annotating and Note-Taking (6 mins)

Share your findings with your group/classmates.

What Else Should You Annotate and Note? (1 mins)

- Key concepts and definitions
- Theoretical or conceptual framework
- Assumptions and perspectives
- Strengths of the study
- Limitations and constraints

Final Discussion (3 mins)

Summarise what you covered

Encourage students to ask questions