

Transcript: Import PDFs into Zotero

In this video, you will learn how to import PDFs into your Zotero library.

You can easily drag and drop PDFs into your chosen collection. If a PDF already has good metadata, Zotero will capture it and create a parent record.

Sometimes, retrieving the metadata does not work, or the information is missing or incomplete. Choose **Retrieve Metadata for PDF** to let Zotero search for the citation information for that article. If this does not work, you need to manually add the information to the item. Right click and choose **Create Parent Item**. Fill in the information for the item manually.