

Research Guide

Productivity Tools



The digital age has transformed research and writing, offering a plethora of online tools for enhanced productivity, collaboration, and quality in scholarly projects. This guide introduces the latest tools¹ empowering researchers to efficiently write papers or books, enabling them to optimize workflows, elevate work quality, foster collaboration, and save time through seamless integration.

¹ Please note some of these tools require a subscription.

Subjects: Research skills, collaboration, productivity, writing

Tags: Research, digital, reference, online tools, academia

Subject Librarian: Nabeel Ahmad | nahmad@iihs.ac.in | T+ 91 080- 6760 6661

Reference Management Tools

- [Mendeley](#)

Mendeley is a freemium reference management tool for organizing PDFs and citing references. [Mendeley Cite](#) allows researchers to include citations from their Mendeley library in Word documents. [Web Importer](#) is a browser extension that can be used to add references with full-text PDFs to a reference library.

- [Zotero](#)

Zotero is an open-source and free citation management tool that allows you to organise bibliographic data and other research resources. It offers various services, [including web integration](#), PDF management, collaboration features, and [plugin support](#).

Writing and Collaboration Platforms

- [Dropbox Paper](#)

Dropbox Paper is a web-based collaborative document editing and sharing application built on Dropbox's cloud file hosting service. It has a [desktop application](#) as well as Android and iOS mobile [apps](#) and is available for free to all Dropbox users.

- [Overleaf](#)

Overleaf is a cloud-based collaborative [LaTeX](#) editor designed for writing, editing, and publishing scientific papers. It works with several academic

publishers to provide legitimate journal LaTeX templates and direct submission links.

Journal Selection Tools

- [JournalGuide](#)

JournalGuide is a free online tool that allows authors to enter keywords or phrases from their most recent manuscript and receive a [ranked list of journals](#) with recent publications containing similar phrases.

- [Elsevier Journal Finder](#)

Elsevier Journal Finder generates a list of suggested journals for you to publish your research in using a machine learning algorithm. Based on the matched profiles, Journal Finder [generates](#) a list of up to 40 recommended journals that publish related research.

Grammar and Proofreading Tools

- [Grammarly](#)

Grammarly is a platform for improving English writing that corrects spelling errors, analyses grammar, and provides citation recommendations. It comes in free and premium versions and has several [features](#), including plagiarism detection.

- [QuillBot](#)

Quillbot began and continues to be primarily a paraphrasing tool. It uses artificial intelligence to paraphrase text by changing word order and swapping certain words for others. It is a freemium tool with a [paid version](#) that includes additional features.

Research Organisation and Note-taking Tools

- [Evernote](#)

Evernote is a note-taking app for creating and organizing digital notes across devices. Evernote offers both free and premium versions. [Evernote Web Clipper](#) is a handy browser plugin that allows users to save full-page articles, photos, chosen text, significant emails, and any page on the internet.

- [Notion](#)

Notion is a cloud-based workplace solution with a [freemium](#) model that blends productivity and collaboration, offering features such as task management, project tracking, to-do lists, bookmarking, and [other](#) organizational tools.

Data Visualisation and Infographics Tools

- [Tableau](#)

Tableau is a free data visualisation and analysis programme that enables users to [connect, visualise, and share](#) data in dynamic and relevant ways, allowing people and organisations to discover insights from their data more easily.

- [Microsoft Power BI](#)

Microsoft Power BI is a business intelligence and data visualization tool within the Microsoft Power [Platform](#). It comprises software services, apps, and interfaces designed to transform diverse data sources into cohesive, visually appealing, and interactive insights.

Plagiarism Detection Tools

- [Turnitin](#)

Turnitin is a plagiarism detection program commonly used in academic institutions to verify the authenticity of submitted works. This paid service is predominantly employed through subscription [models](#) by educational institutions.

- [Copyscape](#)

Copyscape is a web-based plagiarism detector that scans the internet for identical text material. The tool has both free and paid versions. The free version identifies duplicate content on individual web pages, while the [premium](#) edition offers additional features such as batch search, deeper searches, and advanced filters.

Mind Mapping Tools

- [MindMeister](#)

MindMeister is an online mind mapping and brainstorming application that helps users organise their thoughts, ideas, information and data visually. MindMeister operates on a [freemium](#) basis.

- [XMind](#)

XMind is a versatile brainstorming and [mind mapping](#) program for visualizing ideas, clarifying concepts, and enhancing team collaboration. XMind has a free version and a [premium](#) version, XMind Pro, offering additional features and capabilities.

Academic Social Networks

- [ResearchGate](#)

ResearchGate is a social networking platform for researchers, facilitating the sharing and collaboration on academic publications and research. While free to use, premium options with enhanced analytics and visibility are available through a paid subscription.

- [Academia.edu](#)

Academia.edu is an online platform for researchers to share, network, and access academic resources. Users can create profiles, exchange research papers, and receive feedback. While free to join, a premium subscription provides enhanced analytics and visibility.