**Workshop on “Reference management by Mendeley Reference Manager Software”**

Faculty of Business Administration, AIUB organized an in-house Workshop on “Reference management by Mendeley Reference Manager Software” on 18th June 2022, Saturday, from 7:30pm- 9:00pm at Microsoft Teams Platform, for BBA and MBA Internship students and faculty members of FBA. Resource Persons for the Workshop have been Mr. Mehzabul Hoque Nahid and Ms. Nazia Farhana, both Assistant Professor, from the Department of Management Information System. Reference management and writing are challenging and time-consuming responsibilities for any academic writer and researcher. With the advent of technologies, software like Mendeley, has made citation procedure efficient for researchers. Mendeley is a reference manager which is used to manage and share research papers and generate bibliographies for scholarly articles. Mr. Mehzabul Hoque Nahid and Ms. Nazia Farhana opened the session, which was attended by BBA, MBA interns along with FBA faculty members. Mr. Mehzabul Hoque Nahid initiated the session with demonstrating how to download and install both Mendeley Desktop and Mendeley Web Importer, while giving an overview of the software. The session continued with importing pdfs in Mendeley Desktop and adding records with the Web Importer. The trainers demonstrated the procedure to add in text citation along with generating bibliography in Word using Mendeley. This showcase highlighted the comparative strengths and weaknesses of Mendeley for generating academic referencing. At the end of the session, the participants tried their hand on the software, which led to a series of interactive question-answer session, answered by the trainers Mr. Mehzabul Hoque Nahid and Ms. Nazia Farhana. At the end of the session the trainers thanked the participants for attending the session, in turn the audience thanked them for introducing them to a software that will make their reference management easier in future.

Faculty of Business Administration are especially thankful to the AIUB Management, Administration, for their support in arranging the session successfully.