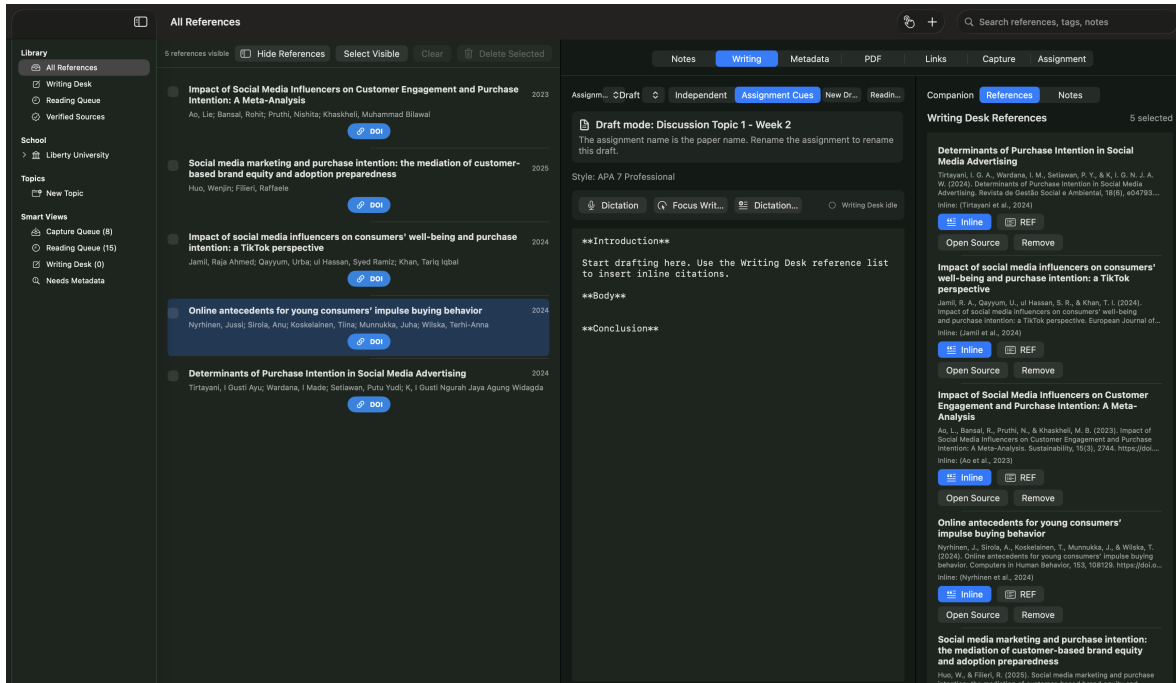


CitationDesk Read-Ahead

How the assignment-first academic writing workflow is designed to work.



One-sentence version

CitationDesk is a Mac writing desk for students who need to collect sources, take useful notes, draft with citations, and export to Word without turning the reference manager into another class to learn.

Private preview language: CitationDesk is in active development. Screens, wording, and exact behavior may change before public release.

What CitationDesk Is For

CitationDesk is built around the academic object students actually manage: an assignment. Instead of starting with a giant library and asking users to remember where everything belongs, it starts with school, course, assignment, sources, notes, writing, citations, and Word export.

- **Students** who need a cleaner path from research to a finished paper.
- **Graduate and doctoral writers** who need sources, notes, and drafts separated by assignment.
- **Anyone frustrated by duplicate references, missing DOI data, detached notes, and citation cleanup.**

The Core Workflow

Step	Action	Why it matters
1	Create the academic container	Add school, course, and assignment details so sources and drafts have a real home.
2	Collect candidate sources	Use browser capture, paste import, file import, DOI lookup, or manual entry.
3	Review before saving	Confirm title, authors, year, journal, DOI, source link, and metadata warnings.
4	Take structured notes	Use prompts for summary, method, findings, assessment, and how the source supports the paper.
5	Draft with context	Use Writing Desk with selected references and notes nearby, then insert inline citations or reference entries.
6	Export to Word	Move the draft and reference list into Word for the final submission polish.

First-Time Setup

The goal of setup is to remove repetitive paper chores before the writer is under deadline pressure.

- Add the school profile, student name, and student email.
- Add course number, course title, professor, and semester.
- Choose the program type and default citation style, such as APA 7 Student or APA 7 Professional.
- Optional: point CitationDesk to a Word template when the school requires a specific format.
- Confirm backup location so references, notes, PDFs, and drafts can be restored if needed.

Adding Sources

CitationDesk is designed to accept sources from several paths because students do not research in only one place.

Import path	Best use
Browser capture	Use when a search page, journal page, or DOI-rich page is open. Review detected items before saving.
Paste import	Drop a reference list into CitationDesk when you already have citations from Word, a website, or another tool.
DOI lookup	Use the DOI as the strongest metadata anchor when available.
Manual entry	Use when a source is unusual, incomplete, or not available through structured metadata.

Practical rule

Do not save everything just because a website exposes metadata. Save sources that belong to the assignment, then let the assignment stay clean.

Taking Notes That Help Later

The notes area is intended for source-level thinking. A good note should help future-you remember why a source mattered, not just prove that the source was opened.

- What is the purpose or research question?
- What methodology did the authors use?
- What were the main findings?
- What are the strengths, weaknesses, or limits?
- How might this source support the assignment?

Writing Desk

The Writing Desk is for the paper draft. Notes can sit nearby as a companion pane, while selected references are available for inline citations or full reference entries. This keeps the writing surface focused while still keeping research close.

- Use **Inline** for short in-text citation markers, such as author and year in APA.
- Use **REF** when the paper needs the full reference entry, such as an annotated bibliography.
- Use the assignment selector to keep Week 1, Week 2, and future papers from blending together.

Citation Styles

CitationDesk treats citation rules separately from school document formatting. Citation styles handle citations and bibliography text; school settings and Word templates handle title pages, fonts, spacing, margins, and institutional requirements.

Style	Direction
APA 7	Student and professional paper workflows, title pages, school templates, and reference lists.
MLA 9	Author-page citations and works-cited output for humanities writing.
Chicago Author-Date	Author-date citation handling for courses and fields that prefer Chicago without notes.
Chicago Notes/Bibliography	Tracked carefully because real Word footnotes must be reliable before release.
IEEE	Numeric citations where first-use ordering and technical bibliography style matter.

Exporting To Word

Word remains the final polish surface. CitationDesk should get the writer close enough that the remaining work is review, proofreading, and final formatting rather than rebuilding the paper from scratch.

- Export the draft when the assignment text is ready for final editing.
- Use the school profile and selected template to reduce repeated formatting chores.
- Export reference lists when you need to paste them into another document or review them separately.
- Keep backups before major app updates or heavy assignment work.

What CitationDesk Is Not Trying To Be

CitationDesk is not trying to replace every advanced research manager feature on day one. The product direction is intentionally different: make the student writing workflow easier to learn, easier to trust, and easier to finish.

Current product promise

A calmer path from search result to source note to paper draft, with less duplicate cleanup, fewer disconnected notes, and a cleaner handoff to Word.

Learn more: <https://esp-software.com/citationdesk.html>