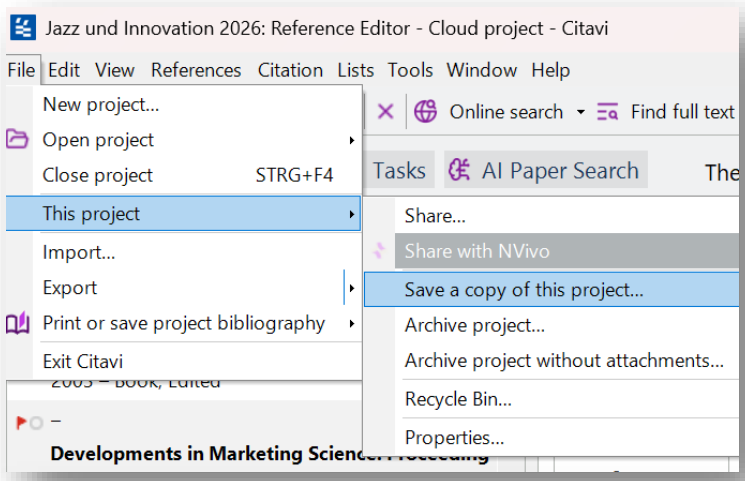
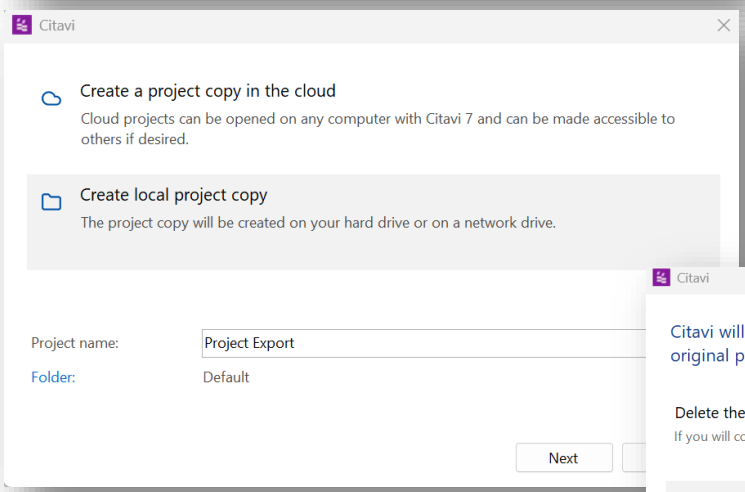
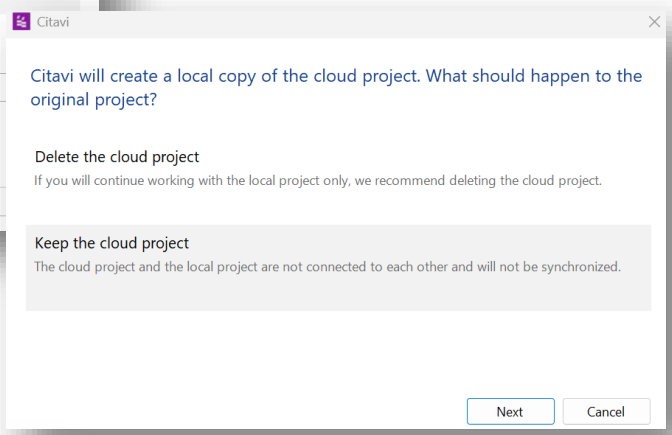
Citavi - Data Migration

From Citavi …







Good to Know
You can export bibliographic sources, associated files as PDFs, and the highlights you've added to them. Knowledge elements such as citations, notes, comments, and others are not exported.

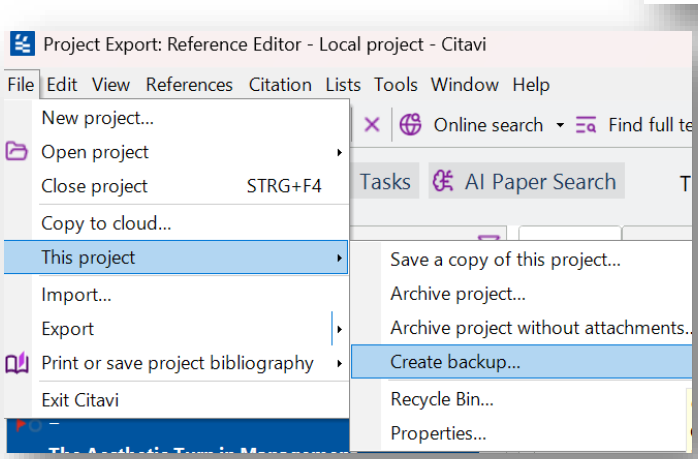
Step 1 – Copy the project locally

1 First, the project must be converted to a local project and saved. To do this, save a copy of the project.

2 Then select “Create a local copy of the project,” enter a name, and click “Keep the cloud project.”

3

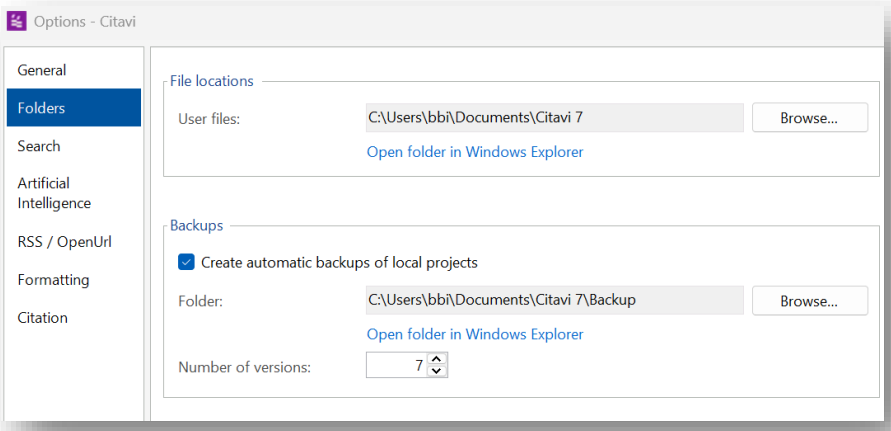
Step 2 – Save the project



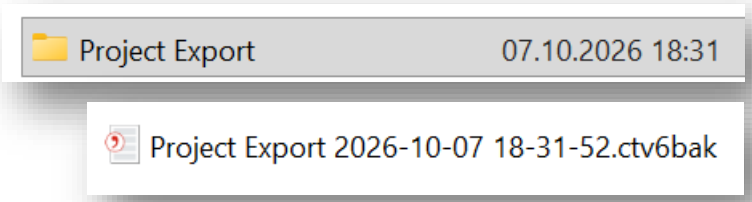
4 Citavi will now open the local copy of your project. You must now create a backup copy of this file. This will generate a file that can then be imported into Zotero.

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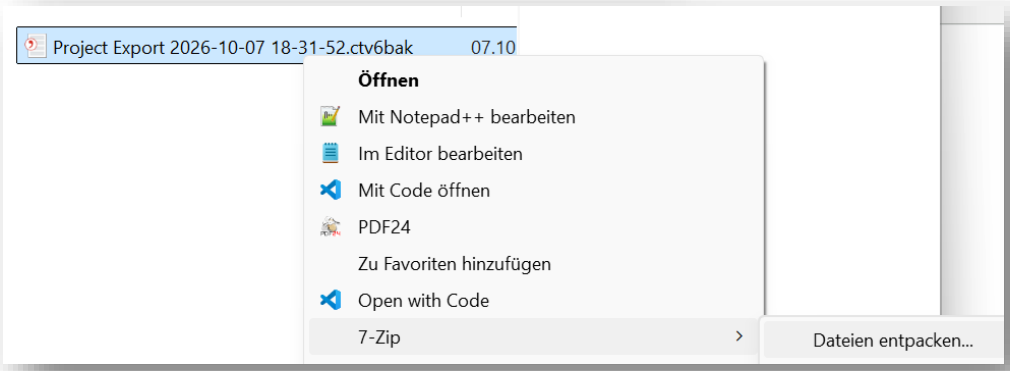
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5 You can access the backup file as follows:„Tools“ > „Options“ > „Folders“ > „Backups“ > „Open folder in Windows Explorer “.



The file is a ZIP archive with the extension .ctv6bak. You now need to extract it. To do this, right-click the file, select “Extract Files,” and choose a location to save them.



6 After extracting the files, there will now be a “.ctv6” file in the selected folder. This file is required for importing into Zotero.

Step 3 – Prepare Attachments for Import

The backup file does not contain any attachments from your project. Therefore, you must also copy these attachments yourself to the folder where the extracted project file is located. This allows Zotero to assign the attachments to the project during import.
In Citavi, a project's attachments are stored here:
C:\Users\<Username>\Documents\Citavi 7\Projects\<Name backup copy>\Citavi Attachments

Now the import into Zotero begins …

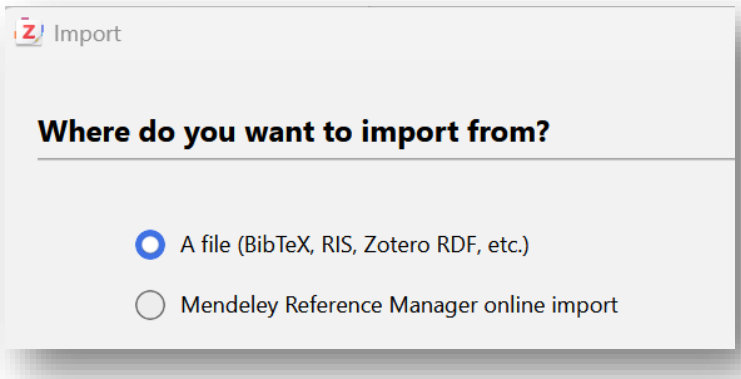
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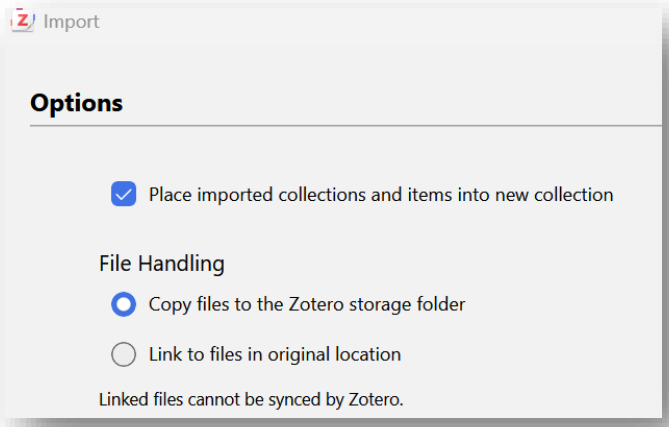
… to Zotero

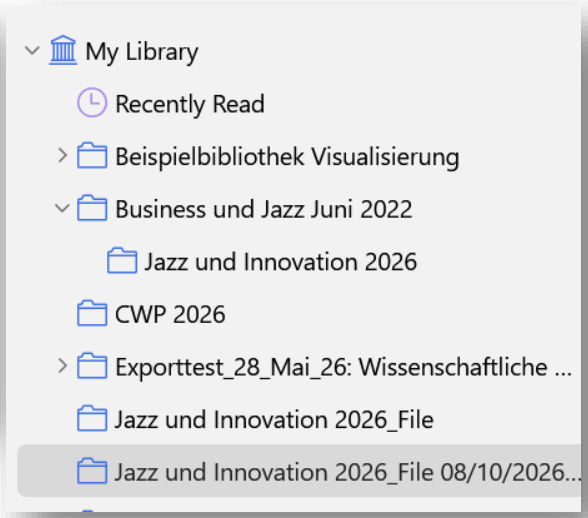
Step 4 - Import into Zotero

7 After launching Zotero, click “File” > select “Import,” then “From a File”



8 In the following dialog box, leave the checkbox next to “Set imported collections and entries to a new collection” checked. This ensures that the Citavi project appears as a separate subcollection in Zotero and does not get mixed in with existing entries.Also, under “File Processing” in the same dialog box, select the option “Save files to the Zotero storage folder.”





9 Zotero confirms a successful import with another dialog box. You can now see your imported Citavi project in Zotero as a new collection in the list of all collections.

After importing, you may need to perform some follow-up tasks, such as linking anthologies to their corresponding articles or linking knowledge elements. This is because citations and comments are imported into Zotero as notes, which still need to be assigned to the respective PDFs.

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