**CITE SOURCES WITH NOODLETOOLS!**

**NOODLETOOLS** is a suite of interactive tools designed to aid students and professionals with their online research. Your work will be stored in your own account that can be accessed any time, any where. Tools include:

1. **NoodleBib:** cite research sources for reference pages using either the APA or MLA style. It will even format your citations in MS Word for you!
2. **Notecards:** e-index cards for recording important notes such as your own thoughts or notes and links from a particular source.

**ACCESS:** Log in to Campus Connect and click on the library tab. On the Virtual Library screen, either --

1. Click on Help, then *Citing Sources*, then *NoodleTools*
2. Click on Search & Find, then the *A-Z list*, then *NoodleTools*

**GETTING STARTED:** first-time users follow instructions below; returning users just need to log in.

1. Click the *Create a Personal ID* button
2. Create a personal ID and password
3. Click the *Register* button to be automatically logged in and taken to *My Lists* screen

**CREATING A LIST OF CITATIONS:** *(See graphic picture on back)*

1. Click *Create a New List*
2. Select the appropriate citation style, either MLA Advanced or APA Advanced
3. **Description box** – give your new list a short name to distinguish it from other lists you create
4. Click *Create List*
5. Select the type of source that you are citing from the dropdown menu at the top of the screen
6. Click the *Create Citation* button. You will be guided through a series of forms asking you to enter information about the source such as author, title, publication date, etc.
7. On the last page, click the *Generate Citation* button at the bottom of the screen. Your entry will be displayed correctly formatted
8. For additional sources, repeat steps 5-7 until all desired citations have been created.

**SAVING, PRINTING AND ADDING CITATIONS LISTS TO YOUR WORK**

1. Saving your lists – lists and notes will automatically be saved when you sign out.
2. Completed lists can be either *printed* or *saved as MS Word docs* by clicking the appropriate button at the top of the list.
3. If you save it as a word doc, simply copy and paste the citations page into your paper.
**REFERENCES SCREEN – LIST OF CITATIONS**

To begin a citation, first choose the type of source that you are citing.

<table>
<thead>
<tr>
<th>Media Type</th>
<th>Citation</th>
<th>Description</th>
<th>NoteCards</th>
</tr>
</thead>
</table>

**QUESTIONS ABOUT NOODLETOLS?**

There is a Help button at the top of the screen which will lead you to more information.

Correctly formatted citations will be generated after you submit information about your source.

Click on Parenthetical Reference to see what in-text citation looks like.

Made a mistake? Edit citation by clicking the pencil & paper button or delete it by clicking the red X.

Notecards – click on New to make any notes & reminders.

Save As Word Doc or Print your citations.