CITE SOURCES WITH NOODLETOOLS!

NOODLETOLLS 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! For assignments that require citation annotations, there’s a feature for that as well.
2. **Notecards**: e-index cards for recording important notes such as your own thoughts or notes and links from a particular source.

**ACCESSING NOODLETOLLS:**

1. Log in to Campus Connect and click on the Library tab.
2. The Virtual Library for Ivy Tech North Central region should open in a new tab or window. If not, select the link to the Virtual Library in the left column.
3. You’ll find a link to NoodleTools in the right features column.
4. You’ll also find a link to NoodleTools in you select “Help” then “Citing Sources.”

**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 screen image below.)*

1. Click Create a New List
2. Select the appropriate citation style, either MLA Advanced or APA Advanced
   Choosing MLA Advanced gives more options for types of sources to cite than MLA Starter.
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. Add an annotation if one is required for your assignment. The text box for an annotation is at the end of the citation creation configuration options.
8. On the last page, click the Generate Citation button at the bottom of the screen. Your entry will be displayed. Check it to confirm it is correctly formatted.
9. For additional sources, repeat steps 5-7 until all desired citations have been created.

**SHARING YOUR LIST OF CITATIONS AND ANNOTATIONS**:

1. If your instructor requires that you share your list so that he or she can view it and offer comments, select the list and choose the “share” button. You will need to share it with the name of the course provided by the instructor.
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

For MLA citations “Works Cited” will appear as the title for the list.

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

Save As Word Doc or Print your citations.

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

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Share your list with your instructor. You’ll need to know the name of the course to choose for sharing.

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

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Questions about NoodleTools?

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