NoodleTools Directions

The URL for NoodleTools: http://www.noodletools.com

Username: loomis
Password: kbl

Registration

Go to NoodleTools: http://www.noodletools.com

• Click on Current User Sign in at the top right of the screen.
• Click on Create a Personal ID if this is the first time you are using this resource.
  o If this is not the first time you have used NoodleTools, enter your username and password in the area under: Already Have a Personal ID?
  o The remaining directions are for those setting up a NoodleTools account.
• Under Subscription Type choose An account linked to a school/library subscription or trial and click Register.
• Enter the Username: loomis Password: kbl, then click on “Sign In.”
• Choose I am a student or a library patron.
• Next fill in the relevant information about you or your group.
• Make sure that you write down this username and password. Click Register to go to the next screen.
• Your personal account is now created.

Creating Citations

• Under My Project, click on the Create a New Project to the right of the screen.
• Choose citation style:
  a. For History use: Chicago/Turabian Advanced.
  b. For English use: MLA Advanced.
• Fill in a description of your bibliography in Description. Example: Civil War Bibliography.
• Click Create Project.
• Under Components, click Bibliography.
• Under Cite a: choose a citation type (book, database, journal magazine, newspaper, etc.). Once the citation type is selected, choose the Create Citation button to the right of the screen.
• When citing a book, reference work, or other nonperiodical source, users can take advantage of the NoodleTools integration with WorldCat. View WorldCat tutorial on how to import.
• The next screen and tabs will limit your citation down, such as print Web Site, or database.
• Enter information on your bibliographic screen that is necessary to complete the format type.
• Each different kind of resource requires different kinds of information. **Pay attention to the screens and the help screens on your NoodleTools citation.**
• Now click **Submit** to create your citation.
• Once the bibliographic information is filled in, then scroll down to the bottom of the page and write your annotation if your teacher requires one.
• Once your citation is generated, it is saved to your personal folder.
• You now have the choice of adding more citations under **Cite a:**
• If your teacher wants you to share the bibliography click **Share project with a teacher's drop box.** Enter the class name that your teacher assigned to you in the **assignment drop box** with your name in the other box.

**Saving and Sending Your Bibliography**

• The moment that you generate a citation, your bibliography is stored in your personal folder.
• You may also email a copy of your bibliography to yourself by clicking on **email.**
• You can make also make a hard copy of your bibliography by clicking on **Print/Export.**

**Retrieving Your Citations**

You may want to add to your bibliography at different sessions or you might want to edit its contents. To do this:
• Got to **http://www.noodletools.com.**
• Choose **Current Users Login** to the top right of the screen.
• Enter your username and password under **Already Have a Personal ID** and click on **Sign In.**
• Now click on your bibliography and start adding citations under **Cite a:** or you can edit a citation by placing a check mark before the citation and clicking on the pencil and paper icon to the right of the citation.