NoodleTools Directions

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

Username and Password are found on the Student Portal in the Katharine Brush Library Resources Folder—NoodleTools Directions or Ask a Librarian.

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.
  - 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?
  - 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 Loomis Institution Username and Password (Username/Password are found on the Student Portal in the Katharine Brush Library Resources Folder—NoodleTools Directions or Ask a Librarian) 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 non-periodical 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:

- Go to [http://www.noodletools.com](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.