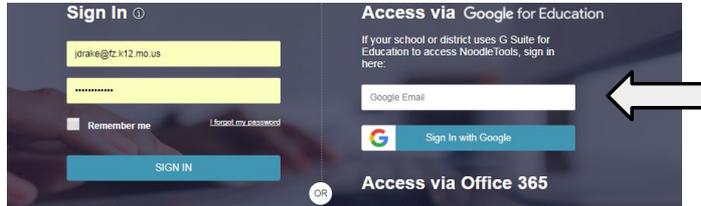
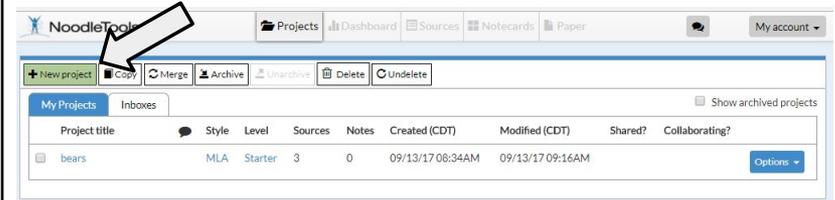


# Noodletools Quick Guide

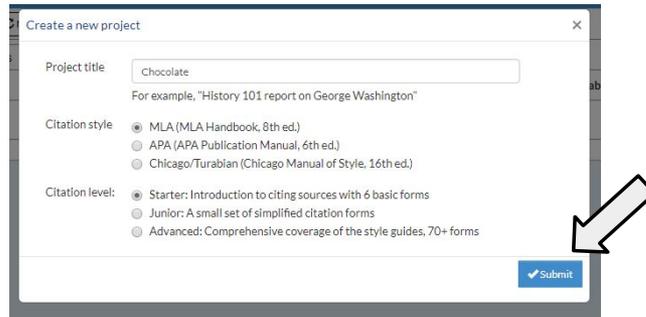
1. Sign in to Noodletools with your school email address **ON THE RIGHT** under Access via Google.
  - Your sign-in info will automatically show up on the left... it's a trick. **DON'T** sign in on the left. It is for paying customers.



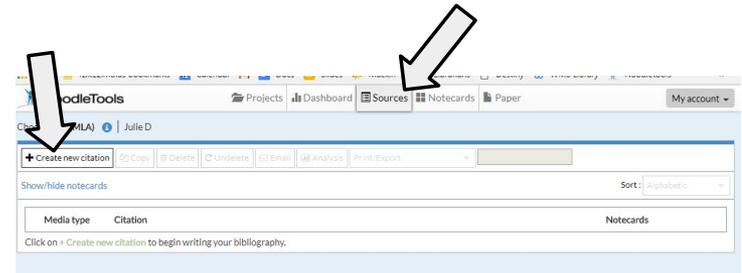
2. You will be taken to your Project page.
  - a. Pick a project to open, or
  - b. Create a new project by clicking on the New Project button in the upper left corner.



3. Give your project a title, choose MLA citation style, and starter citation level, then press submit.



4. You will be taken to the Dashboard page, which you will not use. Click the Sources tab at the top, then click the Create New Citation tab.



- Go to the library website (Find a Database tab) to use the databases (Encyclopedia, GALE Databases, EBSCO).

5. Choose where you got the citation and what it is.

Create new citation

Where is it?

Database Website Print or in-hand File, app, e-book

What is it?

Original Content in Database Magazine Reference Source

Book Photo or Image (Born Digital)

6. After you have copied the MLA citation at the bottom of the Database article, click the Quick Cite: Copy and Paste a citation.

NoodleTools

Chocolate 2 (MLA) | Julie D

Citing: Original Content from: Online Database Submit Cancel

Quick cite: Copy & paste a citation

Database

\* Name of the database:

Database publisher / vendor:

7. Paste the citation in the box under \*Manually edited citation, then click submit.

Chocolate 2 (MLA) | Julie D

Citing: Original Content from: Online Database Submit Cancel

Quick cite: Switch back to field-by-field form

Database

Original Content Change to: Select

Online Database Change to: Select

When you copy and paste a preformatted citation:

Do not assume the citation is correct! Compare to examples in the MLA Handbook and the pull-out MLA Guide above.

Reapply text formatting like italics.

Check capitalization of the title(s).

\* Manually-edited citation:

Ziegler, Gregory R. "Chocolate." *World Book Student*. World Book, 2017. [www.worldbookonline.com/student/article?id=ar112640](http://www.worldbookonline.com/student/article?id=ar112640). Accessed 13 Sept. 2017.

8. You have a completed citation, and are ready to go find another one.

- Remember every project needs more than one citation!

Chocolate 2 (MLA) | Julie D

Create new citation Copy Delete Undelete Email Analysis Print/Export Jump to citation I just created

Show/hide notecards Sort: Alphanumeric

Media type	Citation	Notecards
Database View live web page	Ziegler, Gregory R. "Chocolate." <i>World Book Student</i> . World Book, 2017. <a href="http://www.worldbookonline.com/student/article?id=ar112640">www.worldbookonline.com/student/article?id=ar112640</a> . Accessed 13 Sept. 2017.	0 New Options

Created: 09/13/17 10:04AM  
Note: This is a copy of a preformatted citation

## Going rogue on Google is much more difficult to cite!

1. After you have found a website on Google, return to your open project and the Noodletools Sources tab to create a new citation.
2. Now choose the Website tab and what it is.

Create new citation

Where is it?

Database Website Print or in-hand File, app, e-book

What is it?

Web Page	Magazine	Reference Source
Book	Photo or image (Born Digital)	

Chocolate 2 (MLA) | Julie D

URL:

Date of publication: month  day  YYYY

Most recent date of access [ today? ]: month  day  YYYY

**Web Page**

Contributors:

Role	First name	Middle name	Last name or group	Suffix
<input type="text"/>				

+ Add another contributor

Web page or document/article title:   Untitled (providing a description instead)

**Website** Change to: Select...

\* Name of the website:

Publisher of the site:

3. Now you have to toggle back and forth between the article tab and the Noodletools tab to find all of this information to fill into the boxes.

- If you leave two or more lines empty because you cannot find the information, it probably is not a credible site to use.
- Yes, the Quick Cite link is on this page, but it is designed to be used with an existing citation. There is no already created citation for a Google website that you can copy and paste here.

4. After all the boxes are filled in, click the submit button to add it to your project.