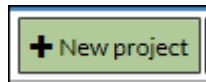


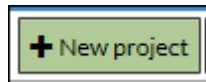
NoodleTools Procedure




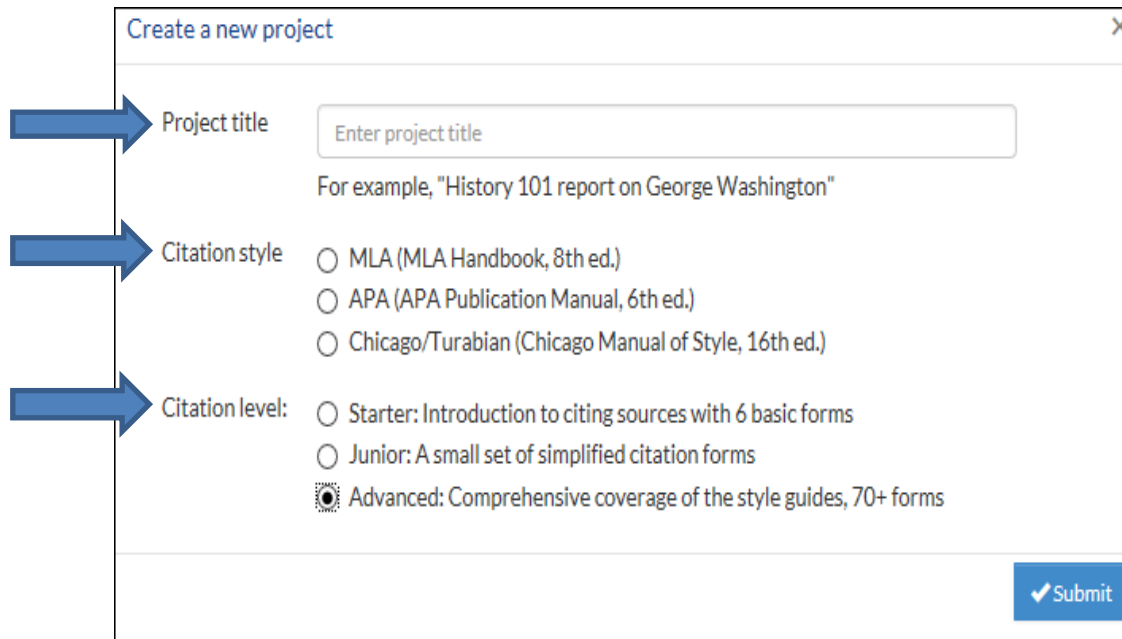
Access NoodleTools via this icon on the SCC Library webpage (www.sccollege.edu/library).

1. Either Sign in if you already have an account, or REGISTER to create a new (free) account.



2. Click on the green  tab in the upper left hand corner of the screen.


3. Enter a project title, choose citation style, and choose "Advanced" citation level (most appropriate for college research);  form.

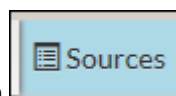


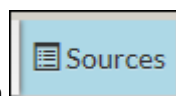
Project title
For example, "History 101 report on George Washington"

Citation style MLA (MLA Handbook, 8th ed.)
 APA (APA Publication Manual, 6th ed.)
 Chicago/Turabian (Chicago Manual of Style, 16th ed.)

Citation level: Starter: Introduction to citing sources with 6 basic forms
 Junior: A small set of simplified citation forms
 Advanced: Comprehensive coverage of the style guides, 70+ forms

4. Note various functions available in NoodleTools; click on the gray "account" tab in the upper right hand corner and scroll down to  for more information. **OR** just skip to number 5.

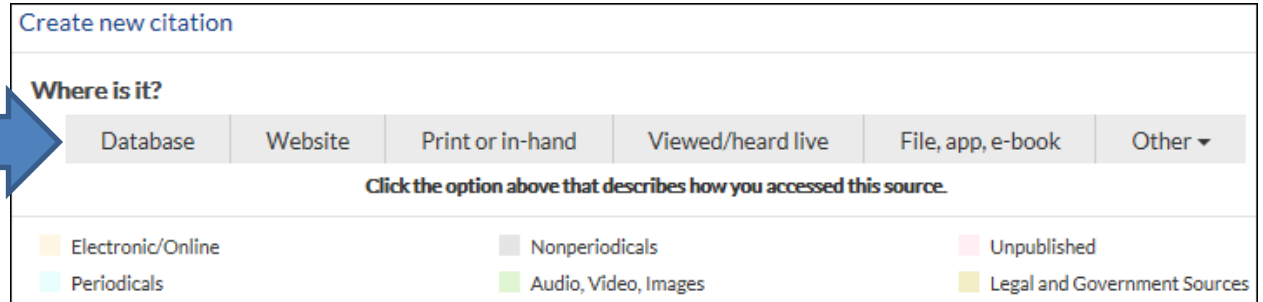


5. To create your first, or next citation, click on  in the middle of the toolbar at the top of the NoodleTools screen.

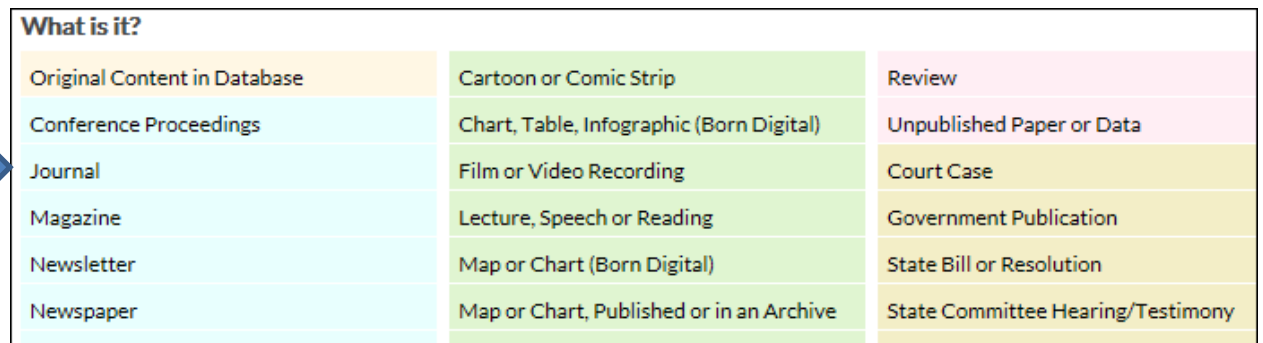
NoodleTools Procedure

6. Click on the green  tab.

7. Click on the box that indicates where you located the information you want to cite:

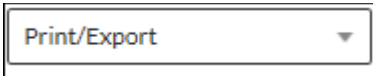


8. Then answer the question **What is it?** (that you want to cite); this is a partial list of options. For example, click on journal:



9. Complete the template on the next screen by inserting the elements of your citation. These elements are found in the source you are citing (for example, the journal article you found in one of our library databases, or a book that you have found on one of our library shelves). In order to insure accuracy in citing, carefully read each blue information “tip” button that appears to the right of each box. Fields (boxes) with a red asterisk must be filled in.

10. Once you have entered all the elements of your citation, and included an annotation in the annotation field if one is required for your assignment, click on the blue “save” tab at the top of the template.

11. If you have clicked on “save,” click on  on the next screen and then scroll down and click on “Print/Export to Word.”

12. Open the downloaded .docx by clicking on the tab in the lower, left hand corner of the screen. Your list of citations will appear in the citation style you chose (MLA, APA, or Chicago Turabian). Enable editing. Save the document to a storage unit, such as a USB drive or the cloud, and then cut and paste it to the end of your assignment.

NoodleTools Procedure

Your Works Cited page will look like this:

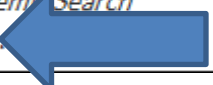
Works Cited

Hood, Ernie. "Sharing Solutions for Childhood Obesity."

Environmental Health Perspectives, vol. 113, no. 8, Aug. 2005,
pp. 520-22. *Academic Search Complete*. Accessed 6 Nov. 2017.

13. If you have included an annotation, your citation will now look like this, with your annotation at the end of the citation:

Hood, Ernie. "Sharing Solutions for Childhood Obesity." *Environmental Health Perspectives*, vol. 113, no. 8, Aug. 2005, pp. 520-22. *Academic Search Complete*. Accessed 6 Nov. 2017. An insightful discussion.




14. To move your annotation to a new line below the citation:

- Exit the Works Cited page and return to the "Sources" page and your citation. Click on "Print/Export" in the toolbar above the citation
- Scroll down and click on "Formatting Options"
- Click on Annotation follows citation on the same line (no extra space)
- Click on the option:
 - Longer annotations, so add a line space and paragraph indents
- Your annotation will now be placed below your citation and look like this:

Hood, Ernie. "Sharing Solutions for Childhood Obesity." *Environmental Health Perspectives*, vol. 113, no. 8, Aug. 2005, pp. 520-22. *Academic Search Complete*. Accessed 6 Nov. 2017.

An insightful discussion.



15. For Edit, Copy, Delete, In-text references, Have a question?, click on the blue "options" tab on the right hand side of the "Sources" page.
16. Sign out of your account by clicking on the gray "account" tab that appears in the upper right hand corner of each screen and scrolling down to "Sign out."