



William Annin Middle School
Media Center/Learning Commons



NoodleTools Works Cited Pathfinder

www.noodletools.com

Process: Every time you **begin** a new research assignment, you must **create a new project** in NoodleTools. Then you can begin entering citation information for your sources in that project.

Logging into Your NoodleTools Account

1. Click **Login** at top right of screen.
2. **Log in:** **username**=FirstnameLastname **Password**=Student ID (same as computer login)
3. **Update User Profile:** **First time** you log in you will need to enter your initials and any 4 digits in the **Initials** and **Phone** fields. *You DO NOT have to type in your actual phone num.* Click SAVE PROFILE.
4. **Revalidate:** You may need to “revalidate” your account each school year. Enter the WAMS school/library password “**annin**” on **Revalidate** screen if it appears, and click SIGN IN.
5. On **My Projects** tab, select the project you want to work in OR create a new project.

Creating a Project

1. Click on **+New project** button in top left.
2. Enter a *meaningful* name in **Project Title** box, like **Gr6 English – Coral Reefs**.
3. **Citation Style**= **MLA** (the default)
4. **Citation Level**=**Junior** (the default) *unless your teacher instructs you otherwise*
5. Click **Submit**.

Creating a Citation

1. Click on **Sources** tab at top of screen.
2. On **Sources** screen click **+Create new citation** button in top left.
3. In popup choose *where* you found this information: *database, website, print, heard/viewed*.
4. Then choose *what* it is – *book, magazine, newspaper, webpage, etc.*
5. **Enter citation information** directly from your source or from Citation Information or Web Evaluation and Citation sheets, into the corresponding fields on the screen. Read the pop up help boxes if you are not sure what to put in a field. Click the **MLA Guide** tab in the top right of screen to see what the citation should look like.
6. **Click on** green **Save** button at bottom of screen to save this citation and view it on the **Sources** screen.
7. Click **Options** button to the right of a citation and select **Edit** to make corrections or changes.

NoodleTools Companion App: Available from Apple App Store or Google Play. You can scan a book’s ISBN code (on back of book) to have **NT Companion** automatically generate the citation AND put it in your NoodleTools project! Follow directions on the **NT Companion** app screen.

Generating the Works Cited Page

1. Click **Sources** tab at top of screen. Click the **Print/Export** button on **Sources** screen.
2. Select **Print/Export to WORD** or **to Google Docs**.
3. A fully formatted Works Cited page file will open. The file will be named **Sources for name of your project**. *If you lose your generated copy, you can go back to NoodleTools and generate again. The citations never go away unless you delete the project.*