Roslyn HS Library Presents

1. Creating an account:
   
   - Navigate to RHS Library home page
   - Select – How Do I Cite Sources (see left side menu)
   - Click on NoodleTools (Use the same link on the library page to use NoodleTools after registering)
   - Select Register
   
   You will be asked to fill in some registration information after identifying the school.
   
   **User name: roslyn (might be there already)  Password: (see Library to obtain)**

   These passwords are for registering as part of Roslyn HS.
   You will be prompted to provide information for your own log in.

2. Using NoodleTools

   Once you log in you arrive at a screen with the following header:

   - Select – Projects – to create a new, or work on an existing project
     For a new project: the menu below will pop up. Create project name, select MLA - junior level

   - Select – Sources – to add new or edit previous citations for your project

   - Select - + Create a new citation – to begin process

   - Identify the origin of your source, select correct option, and follow next prompts
Select print/export to print your Works Cited page. Items are automatically arranged alphabetically with correct spacing.

IN-TEXT or PARENTHETICAL REFERENCES - Select right side Options drop down menu to format in-text references when needed.

3. To include preformed citations from databases (or other source) – follow these directions:

- Copy MLA citation from the article you retrieve from a database
- Select create a new citation in your NoodleTools project
- Select Database

- Select Original Content in Database (first item)

- Select Quick cite: Copy & paste a citation

- Paste your citation into Manually-edited citation box

and Submit

Citation will appear in your list and print in correct order with the other items.

You can do this for any preformed citation you are copying and pasting, or select website, print, etc. where you will also find the Quick cite link.