

NoodleTools



A How-To Guide for Creating Citations and Notecards for:

- A book source
- An online database (Scholastic Go!)
- A website

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Directions to create a BOOK citation

Cite a: BOOK [Create new citation \(green button\)](#)

Where is it? Print or in-hand

What is it? Book

- **Role** (Choose role – author, editor, etc.)

First name

Middle name *(if there is one)*

Last name

- ***Title of Book**

- **Publisher**

- **Year**

- **Publication city**

When finished, click **green SAVE button**.

Directions on the back to create a Notecard for the Book source...

Remember to always create a citation *BEFORE* a notecard.

To Create a Notecard:

Click the "NEW" link under Notecards

The screenshot shows the NoodleTools interface. At the top, there are navigation tabs for Projects, Dashboard, Sources, Notecards, and Paper. Below this is a table of citations under the heading 'MLA Works Cited'. The table has columns for Media Type, Citation, Description, and Notecards. A callout box with a black border and white background points to the 'New' link in the Notecards column of the first row. Below the table, there are buttons for 'Copy', 'Delete', and 'Apply', along with a 'Description' dropdown menu.

Once you open a "New" notecard, you can type in a title for your card. Type your notes in the "Paraphrase or summary" box.

The screenshot shows the 'New notecard' form. It has a 'Title' field at the top left, followed by 'Source' and 'URL' fields. Below these are 'Direct quotation' and 'Paraphrase or summary' sections, each with a rich text editor. A callout box points to the 'Title' field, and another callout box points to the 'Paraphrase or summary' text area. The form also includes 'Tags' and 'My tags' fields at the bottom. A 'Save and Close' button is in the top right corner.

Directions to create a citation for a Website

Cite a: WEBSITE [Create new citation \(green button\)](#)

Where is it? Website

What is it? Web Page (1st column; 1st option)

- **URL:** (You will need to copy and paste the website address into this box.)
- **Date of publication:** (*In most cases, you will only fill in the box that says YYYY.* You will fill in the copyright year of the webpage, which is most likely found at the **BOTTOM** of the web page. You will need to look. Put the most recent year. If there is no year, leave this portion blank.)
- **Most recent date of access:** (You will need to click the [blue link: \[today?\]](#) – the date will enter automatically.)
- **Contributors:**
 - o **Role:** choose **Author** from the dropdown box if there is an author of the web page. *In most cases, these boxes will be left blank.*
- **Web page or document/article title:** (This is the title of what you researched. You will need to look at the **TOP** of the web page to determine the article title.)
- ***Name of the website:** (You will need to type the website name.)
- **Publisher of the Site:** (You will fill in publisher of the website, which is most likely found at the **BOTTOM** of the web page. You will need to look. Sometimes it is the same name as the website. If there is no publisher, leave this portion blank.)

When finished, click [green SAVE button](#).

EXAMPLE:

"Connecticut." *Fact Monster*, 2017, www.factmonster.com/us-states/connecticut.html.
Accessed 16 Mar. 2017.

Remember to always create a citation BEFORE a notecard.

To Create a Notecard with Research from a Website:

Click the "NEW" link under Notecards for your website source.

The screenshot shows the NoodleTools interface. At the top, there's a navigation bar with 'Sources', 'Notecards', and 'Paper'. Below that, a table lists citations. The second citation is highlighted in yellow and has a '0 New' link under the 'Notecards' column. A callout box with an arrow points to this 'NEW' link.

Media Type	Citation	Description	Notecards
Book	Exploring the States. Minneapolis, Bellwether Media, 2014. Created: 02/22/17 09:42AM		0 New Options
Online Database Original Content	Janick, Herbert F. "Connecticut." <i>Lands and Peoples</i> , Scholastic Grolier Online, 2017, go.grolier.com. Accessed 28 Feb. 2017. Created: 02/28/17 01:40PM		0 New Options

#1) Once you open a "New" notecard, you can type in a title for your card.

#3) Type your notes in the "Paraphrase or summary" box.

#2) You can copy and paste portions of the Website article here. THEN REMEMBER TO PARAPHRASE

The screenshot shows the 'New notecard' form. It has fields for Title, URL, Source, Page, and a large text area for notes. The text area is divided into three sections: 'Copy, paste and annotate here', 'In your own words', and 'Original thinking here'. Callout boxes with arrows point to these sections.

Copy, paste and annotate here

- Capture the author's words and images
- Get quotes and attribution right
- Mark up the quote by coloring and highlighting the text

In your own words

- Explain it to yourself in words you understand
- Look back at the quote -- got it all?

Original thinking here

- How does this fit with what you know?
- What do you wonder? What can you follow up on?

Directions to create a citation for SCHOLASTIC GO! (Database)

Cite a: DATABASE [Create new citation \(green button\)](#)

Before starting your citation, go to the **BOTTOM** of your article page and look for “How to cite this article:”

Where is it? Database

What is it? Original Content in Database (1st column; 1st option)

- ***Name of the database:** (You need to type: **Scholastic Go!**)
- **Date of publication:** (You will need to type in **2018** – You only need the year; don’t worry about the month/day.)
- **URL: You will need to copy and paste it in:** (Go to the bottom of the article and copy / paste the URL in – it starts with go.scholastic.com.....)
- **Most recent date of access:** (You will need to click the [blue link: \[today?\]](#) – the date will enter automatically.)
- **Contributors:**
 - o **Role:** choose **Author** from the dropdown box. Look at the bottom of the article for the author’s name in the MLA citation.
 - Type in the **author’s first, middle, and last name.**
 - o If there is no author, leave it blank.
- ***Article title:** (You will need to type in the article name; it is usually the name of the topic you searched for.)

When finished, click **green SAVE button**.

EXAMPLE:

Janick, Herbert F. "Tigers." *Scholastic Go!*,
go.scholastic.com/D/article/a20/292/a202925h.html?highlightTerm=tigers.
Accessed 2 Nov. 2018.

Remember to always create a citation BEFORE a notecard.

To Create a Notecard with Research from Grolier:

Click the "NEW" link under Notecards for your online database source.

The screenshot shows the NoodleTools interface with a list of citations. The 'Online Database' citation is highlighted in yellow, and a callout box points to the 'NEW' link under its 'Notecards' column.

Media Type	Citation	Description	Notecards
Book	<i>Exploring the States</i> . Minneapolis, Bellwether Media, 2014. Created: 02/22/17 09:42AM		0 New
Online Database	Janick, Herbert F. "Connecticut." <i>Lands and Peoples</i> , Scholastic Grolier Online, 2017, go.grolier.com. Accessed 28 Feb. 2017. Created: 02/28/17 01:40PM		0 New

#1) Once you open a "New" notecard, you can type in a title for your card.

#3) Type your notes in the "Paraphrase or summary" box.

#2) You can copy and paste portions of the Grolier Online article here. THEN REMEMBER TO PARAPHRASE

The screenshot shows the 'New notecard' form in NoodleTools. Callout boxes point to the 'Title' field, the 'Copy, paste and annotate here' section, and the 'Paraphrase or summary' section.

Title: Untitled

Source: Janick, Herbert F. "Connecticut." *Lands and Peoples*, Scholastic Grolier Online, 2017, go.grolier.com.

Copy, paste and annotate here

- Capture the author's words and images
- Get quotes and attribution right
- Mark up the quote by coloring and highlighting the text

Paraphrase or summary

In your own words

- Explain it to yourself in words you understand
- Look back at the quote -- got it all?

Original thinking here

- How does this fit with what you know?
- What do you wonder? What can you follow up on?