Welcome to NoodleTools
A database for research writing, organization and citation creation.

Go to Noodle Tools through http://my.noodletools.com or Library Databases → General/All Subjects → Noodletools

Register for an account on the left-hand side of the page. On the next page, subscription type should be “school/library” and About You should be “student/library patron.” Use your MEID for your personal ID. Example: GAU2175442. Then create a password you will remember. Fill out all fields.

After creating your account, go to My Account in the upper right corner. Click on My Profile. Under Edit Profile, enter your Google Account Email as yourMEID@maricopa.edu. Then Save Profile.

Click on the new project button. Name your project and choose your citation style, then select a citation level. Junior Level is recommended.

For each NoodleTools project you create, you will see four tabs.

- **Dashboard** helps you narrow and consider your research topic by developing a research question. As you conduct research, you can begin to formulate a thesis/main claim/hypothesis. Fill this in later after you’ve found some information on your topic. You can start your paper from the Dashboard. You can also collaborate with other students, if they share their NoodleTools personal ID with you.

- **Sources** helps you create your citations, manage them, and put them in alphabetical order. You can also create notecards attached to each source or use the Notecards tab instead.

- **Notecards** allows you to capture good quotes and information from your research, then formulate notes on how each might be used in your paper. Once you have created a notecard, you can organize by type.

- **Paper** allows you to work on your rough draft in Google Docs as you research.

Though NoodleTools might look overwhelming at first, it really is fairly easy to use. You can focus only on the tabs that are most important to you, if you like. The **Sources** tab is one many students use.
Sources - Creating Citations

The Sources tab helps you put your source information in order. You will enter author, title, and other information from books, articles, and websites here. Any source you use (quoting or paraphrasing) for your assignment needs a citation.

1. To create citations, go into the SOURCES tab and select Create New Citation.

2. Next, you will see this screen:

   ![Create new citation](image)

   Did you find your source in a library database? Website? Is it a book or magazine, which are print sources? Click on the tab for your source. In my example I selected Database because I used a library database to find my information.

3. Next, you will be asked to determine **what type of source** you are citing. Uncertain? Ask a librarian or your instructor for help. (The types of sources below might exist in print, on websites, or in databases. That is why you first identified where you found your source.)

   ![What is it?](image)
4. Once you select what type of resource you have, you will be taken to a screen where you will fill in all the important information about your source. In the below example, we are using information for a journal that we found on a database.

Fill out as much information as you have available to you. If something doesn’t apply to your source, simply skip it.

If you make a mistake, the database alerts you by showing a yellow exclamation point. Hover over the exclamation point symbol to read the instructions. Then go back and fix errors in punctuation or capitalization.

5. When you finish filling out the form, hit the green SAVE button at the bottom of the screen.
This produces your Works Cited entry and puts it in your Sources list. As you add more sources, they will populate in alphabetical order. On the left side of the screen, NoodleTools lists the type of sources you have used. You can compare how many journal articles you’ve used versus websites, books, and other types.

6. On the right side of the screen, you will see Tag, Notecards, and Options.

7. Click on New under notecards to add notes for your source.

8. When you create a new notecard, you see the screen below:

You can copy and paste direct quotations on the left, then put the direct quotations into your own words on the right. On the bottom right is a space for you to capture ideas you have about the information you’ve gathered. How do concepts link together? How might you use the direct quotation in your paper?
9. Under the OPTIONS button on your source page, you will see an option called **in-text reference**. This shows you how you will cite your source within the text of your paper. An in-text citation leads the reader of your paper to your Works Cited page.

10. When you have added all your sources, you can export your Works Cited page into Word. Click **print/export** at the top of the Sources screen. Then choose **Export to Word**. The Works Cited document you created by making sources will open for you to save to your desktop or other location.

**Managing Multiple Projects**

In NoodleTools, you can create more than one project in more than one citation style. The PROJECTS tab at the top of your screen holds every project you make.

Go into the **Projects tab** to see the full list of your projects.

Click on a project title to make edits or add sources.

**Questions? Need Help?**

For assistance with NoodleTools or any library resources, please contact Karen Reed at karen.reed@gcca.edu You can also our 24/7 **Ask a Librarian interactive chat** here: http://lib.gcca.edu/lmc/help/askalibrarian/

To use the Ask chat box, simply type in the box labeled Your Question/Message. This will connect you with a librarian, available to you 24 hours a day, 7 days a week.

Enter your email address and receive a transcript of the chat.

Librarians love to help!