NoodleTools Account Instructions

You need to create your account on a school library computer

1. Go to [www.noodletools.com](http://www.noodletools.com)
2. Click “sign in”. A message will pop up that you have been automatically authenticated into the Leon County School District system.
3. You must create your own Personal ID and Password. Make it the same as your computer password and log-in. That will make it easier to remember! Retype the Password, your initials and the last four digits of your home phone number.
4. Click on “Register.”
5. Now that you are registered with a username and password, you will be able to sign in to NoodleTools and save your bibliographies.
6. Go to “Create a New Project” in the upper left corner of the screen.
7. Under Citation style select “MLA”
8. Under level select “Advanced”. *(While you may be a first time user on Noodletools, you are doing advanced level research. Don’t worry, this will make citing* ***EASIER*** *not harder.)*
9. Give the project a title/description.
10. Then click “create project”.
11. Click on the title of the new project you created for History Fair.
12. Click on the Sources tab at the top.
13. Select Create A New Citation at the top left of the page.
14. Choose the type of media applicable to your source.
15. Fill out all available information about your source in the fields.
16. Write one or two sentences in the “Annotation” field about how you will use the source (What information from it is important to your project).
17. Click Submit once you have filled out all applicable information about your source.
18. Repeat this process for each of these 5 sources. Once you have finished you need to share your project with me on noodle tools.
19. On the “Dashboard” tab under “Sharing” click on “Share with a project inbox”
20. In the Project Inbox field begin typing your project inbox. The name of the project inbox is History Fair Sources Period X (Replace the X with your class period number).
21. If your name is not automatically filled in, then type it so I know who to give credit to.
22. Click Done afterwards and the sources will share with me. On the Project tab there should be a check mark underneath the “Shared” column if it has been done successfully.
23. These sources should be turned in no later than 11:59 PM of the day they are due. Each group member should do this.
24. Since this is online there is no need to print out a copy.
25. I will leave comments which you can check under the Projects tab by clicking on the message bubble button which will have a number on it when I have left you a comment.