

# NoodleBib

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Available at the  
Jericho Middle School Library Website  
[www.jerichoschools.org/ms/library](http://www.jerichoschools.org/ms/library)

# What is Noodlebib?

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- ❑ a subscription interactive online tool (username and password required)
  - ❑ helps you create source lists (Works Cited, Works Consulted, Bibliography)
  - ❑ MLA or APA format
  - ❑ organizes the sources in alphabetical order
  - ❑ sets proper margins and line spacing
-

Welcome to the  Jericho Middle School



[www.jerichoschools.org/ms/library](http://www.jerichoschools.org/ms/library)

<a href="#">Special Events!</a>	<a href="#">About the Internet</a>	<a href="#">Search Tools</a>	<a href="#">Reference</a>	<a href="#">Libraries</a>	<a href="#">Homework Help</a>	<a href="#">Parents' Page</a>
 NoodleTools	 <a href="#">Evaluating Web Site Form</a>	 <a href="#">Reading Lists</a>	 <a href="#">Read, Write, and Cite</a>			
<a href="#">Teachers' Page</a>	<a href="#">Passwords</a>	<a href="#">Jericho High School Library</a>	<a href="#">Jericho District Homepage</a>	<a href="#">Teachers' E-Mail</a>		

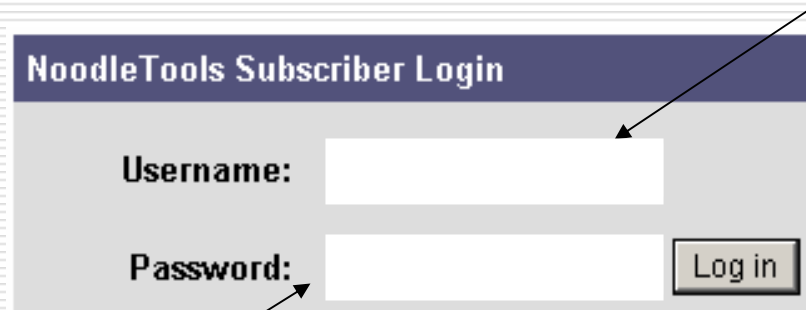
Click here



# Enter the Middle School Library's user name and password

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Everyone enters the school username here



The screenshot shows a login form titled "NoodleTools Subscriber Login". It features two input fields: "Username:" and "Password:". A "Log in" button is located to the right of the password field. An arrow points from the text "Everyone enters the school username here" to the username input field.

Our school password goes here

The following screen will recognize the Jericho School account.

Click the blue NoodleBib link to continue.



# Personal Folders

## Open / Create Your Personal Folder

Your **personal folder** is where your bibliographies are saved.

Hint: [Create your folder](#) if this is the first time you are using this version of NoodleBib.

The first time you use NoodleBib, you must create your own personal folder.

### Open Personal Folder

First name:

Phone #:  (Last 4 digits only)

Password:

[I haven't created my folder yet](#) | [I forgot my password](#)

Subsequently, you will use this box to gain access to your folder.

# Creating your Personal Folder

## Step 1: About you

First Name:

Last Name:  (First initial only)

E-Mail:   
*E-mail address is optional. We use it to send you important account information.*

Phone #:  (Last 4 digits only)

## Step 2: Teacher or Student?

- I am a **student**
- I am a **teacher or librarian** and would like the ability to review lists created by my students

## Step 3: Select a personal folder password

You'll use this password to access your personal folder each time you use NoodleBib.

Password:

Retype Password:

Type the information requested on the screen.

Notice you will use only your **FIRST NAME**, and the end of your phone #.

**This is optional, do not give your e-mail address.**

Create a password that you will remember each time you use NoodleBib.

# Lost Password Reminder

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## Step 4: Lost password reminder

If you forget the password, you'll need to know the answer to the password reminder question that you write here. The answer to your question should be something that your friends would not be able to guess easily.

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**Question:**   
*Examples: Mom's maiden name? Sister's birthday? My favorite song?*

**Answer:**

This question and answer will be used to help you if you forget your personal NoodleBib password. If that happens, and you can answer this question, NoodleBib will prompt you with your password.

\*This question should be unrelated to your password!

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After you complete this step, click

Create Personal Folder

# Open your Personal Folder

The screenshot shows the top navigation bar of the NoodleBib website. It includes a red horizontal bar, a dark blue navigation bar with the text "Start New List", and a white header area with the "NoodleBib" logo. Below the header, there are navigation tabs: "My Folder" (highlighted in dark blue), "My Bibliography" (grey), "Help" (grey), and "Log Out" (yellow). The main content area is white and contains a "Welcome to NoodleBib!" message, a horizontal line, and a paragraph explaining the personal folder feature. A blue link "Open my personal folder >>" is present, with a red arrow pointing to it from the text below.

My Folder My Bibliography Help Log Out NoodleBib

Start New List

Welcome to NoodleBib!

You have created your own *personal folder*!

Your work will be saved for you automatically -- you need only to remember your personal folder password in order to access your bibliographies. Each bibliography that you write will be saved for one year from the date you last modify it.

[Open my personal folder >>](#)

Click to open your personal folder

Click to Start a New List

Start New List

# Beginning Your Source List

Middle School students should select MLA Starter.

Optional

Required step  
Endangered species

Click here to begin

## Step 1: Choose the list style and version

[ [Compare MLA versions](#) ]

- MLA Advanced** (follows the *MLA Handbook, 6th ed.*)
- MLA Junior**
- MLA Starter** (only the most basic citation types available)
- APA Advanced** (follows the *APA Publication Manual, 5th ed.*)

## Step 2: Did your teacher ask you to share this list?

(your teacher would have given you a *class name* to enter here)

Class Name:

*Leave blank if you aren't sure*

## Step 3: Provide a brief description

(you'll use this to identify it later)

Description:

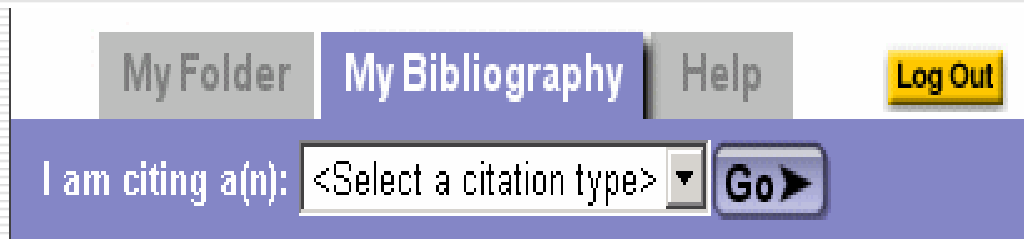
*For example, "History 101 report on George Washington"*

**Start Adding Citations**


**Cancel**


# Read and Follow Directions

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The screenshot shows a web interface with a navigation bar at the top containing three tabs: "My Folder", "My Bibliography", and "Help". To the right of these tabs is a yellow "Log Out" button. Below the navigation bar is a blue form area. On the left of this form, it says "I am citing a(n):". To the right of this text is a dropdown menu with the text "<Select a citation type>" and a downward-pointing arrow. To the right of the dropdown menu is a "Go" button with a right-pointing arrow.

 **Hint:** Add your first citation by selecting a citation type from the dropdown list above and clicking the Go button.

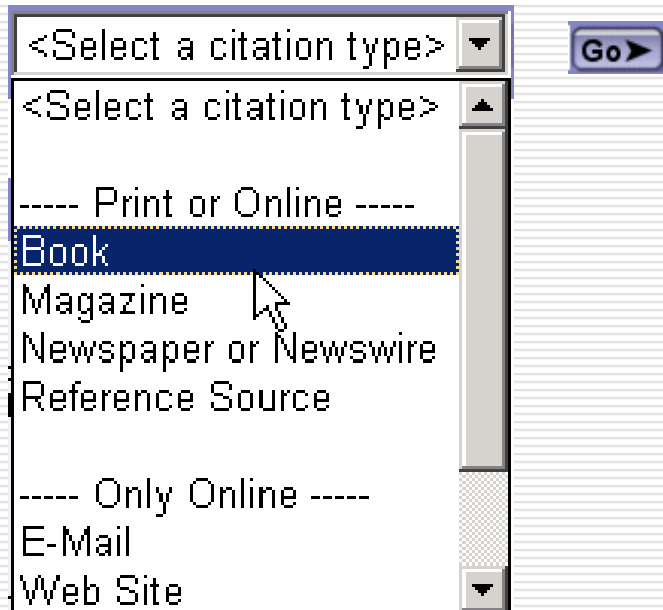


Directions on each screen will tell you what to do next.

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# Use drop down menus to make selections

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Select from this filter the type of source you are citing.

Then click go.

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# Make a selection as required

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## Where can other people find this source?

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### Print

You can find this printed book in the library or a bookstore.



### Online

You can use a Web browser like Internet Explorer or Netscape to view this online book.

Click the radio button that describes where you found your information. Then click next.

Next >>

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# Type information in the template

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Fill in the information from your book in the correct boxes. Leave out any information that is not available.

Author	First name	Middle name	Last name
	<input type="text" value="Anne"/>	<input type="text"/>	<input type="text" value="Ake"/>
Title of book	<input type="text" value="The Gorilla"/> * required		
	Capitalize the first letter of <a href="#">important words</a> in the title		
City of publication	<input type="text" value="San Diego"/> ?		
Publisher's name	<input type="text" value="Lucent Books"/> ?		
Year of publication	<input type="text" value="1999"/> ?		

\*starred fields  
must have  
information!

# Check for errors when you're done!

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- Click the *Check for Errors* button.
  - Any errors NoodleBib finds will be pointed out with **red explanations**.



Check For Errors

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# Errors are noted in red

## Fix any errors, then update the citation

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* Title of book <input type="text" value="The Gorilla"/>	Capitalize the first letter of each word in the name/title: <a href="#">What words should be capitalized?</a>
Publication city <input type="text" value="San Diego"/>	<a href="#">Click here</a> for instructions.
Publisher <input type="text" value="Lucent Books"/>	<a href="#">Click here for instructions.</a> What is an <a href="#">imprint</a> ?
<i>Omit descriptive words like Books, House, Press, and Publishers.</i>	
Publication year <input type="text" value="1999"/>	List the most recent publication date. <a href="#">Click here</a> for instructions.

An error was found here. →

Make any corrections and click update citation button

Update Citation >>

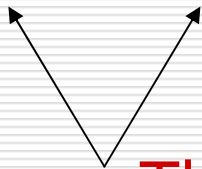
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# View the citation

## Book

Ake, Anne. The Gorilla. San Diego: Lucent, 1999.

Yellow highlight indicates that this entry was the last one you added or edited [[more...](#)]



This screen allows you to view your citation, delete it or edit it.



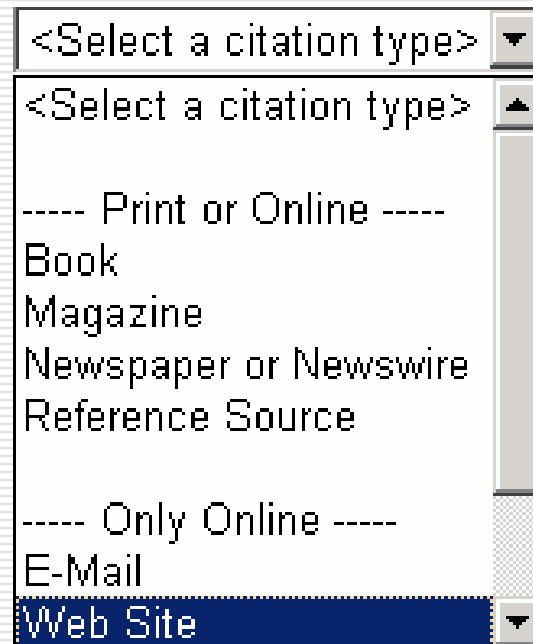
**Hint:** Add your second citation by selecting another citation type from the dropdown list above and clicking the Go button.

# Adding Additional Citations:

To begin a new citation select your citation type again.

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For a Web site select  
Web site, and click Go



# Make sure you are using the using the right citation type for a Web Page

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Use this for a Web page made by a person, company, museum, education institution, etc.

\***Do not** use this if you are citing an article from a magazine, newspaper, reference source, or book, even if you found the article online!

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# Click on the type of Web page you are citing:

## Tell us more about this source

What type of Web page is this?

- General Web page/site (no specific category below applies)
- A personal home page
- A home page for a class
- A home page for an academic department

Click on  
General  
Web page



Then click Next

Next >>

# Add the information

Author	First name	Middle name	Last name
	<input type="text"/>	<input type="text"/>	<input type="text"/>
Name of Web site	<input type="text" value="AMNH: Expedition: Endangered"/> * required		
	Capitalize the first letter of <a href="#">important words</a> in the name		
Specific page or article title	<input type="text" value="American Crocodile"/>		
	Capitalize the first letter of <a href="#">important words</a> in the title		
Date Web page was last revised	<input type="text"/>	<input type="text"/>	<input type="text" value="1966"/>
Sponsoring organization	<input type="text" value="American Museum of Natural History"/>		
Web address (URL)	<input type="text" value="mnh.org/nationalcenter/Endangered/croc/croc.h"/> * required		
Date you read it	<input type="text" value="October"/>	<input type="text" value="22"/>	<input type="text" value="2004"/> * required

Check for errors first,  
then update the citation

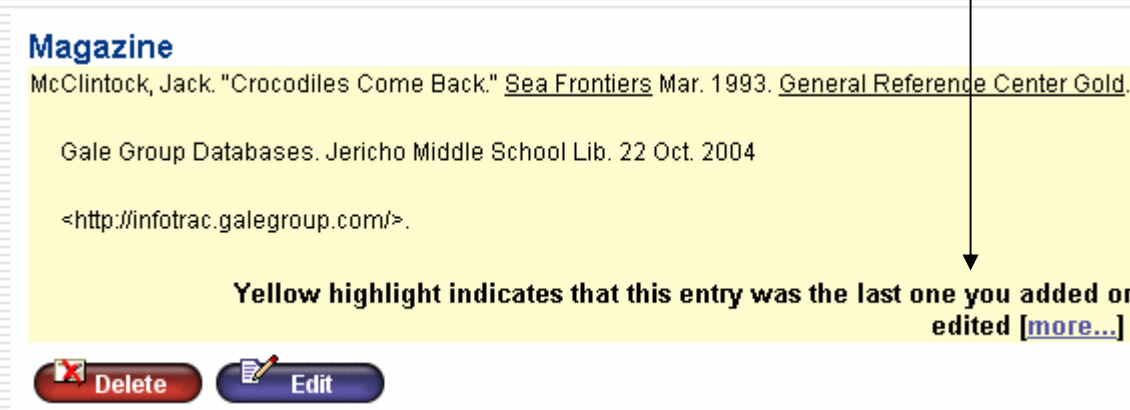
Check For Errors

Generate Citation >>

# Additional Citations



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When you add additional citations, your newest citation will be highlighted in yellow.



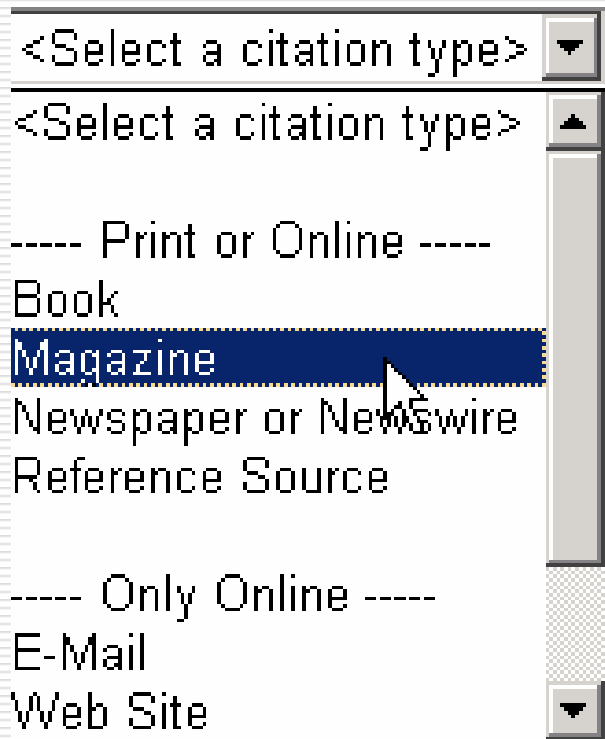
**Magazine**  
McClintock, Jack. "Crocodiles Come Back." Sea Frontiers Mar. 1993. General Reference Center Gold.  
Gale Group Databases. Jericho Middle School Lib. 22 Oct. 2004  
<<http://infotrac.galegroup.com/>>.

**Yellow highlight indicates that this entry was the last one you added or edited [more...]**

# For a magazine article from an online service

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Select Magazine as the citation type.

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Click Go when finished

# Where did you find this magazine article?

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## Where can other people find this source?

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### Print

You can find this printed magazine in the library or on a newsstand.



### Online

You can use a Web browser like Internet Explorer or Netscape to view this online magazine.

Click Online

Click Next

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# How can your reader find this article?

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**Unique URL:**

I have a URL (http://...) that takes me to the source (and I'm NOT using a library subscription service).

**Library Subscription Service:**

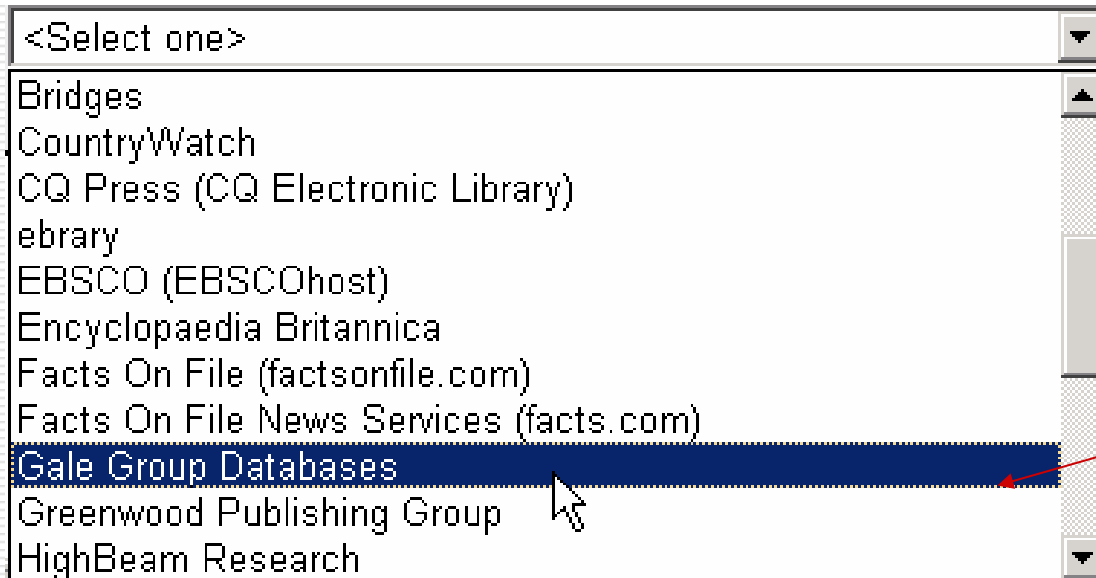
I found this in one of my library's subscription databases (like Gale Group's *Kids InfoBits*).

Click on Library  
Subscription Service

Click Next

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# Select your subscription service from the Library Subscription Database Wizard



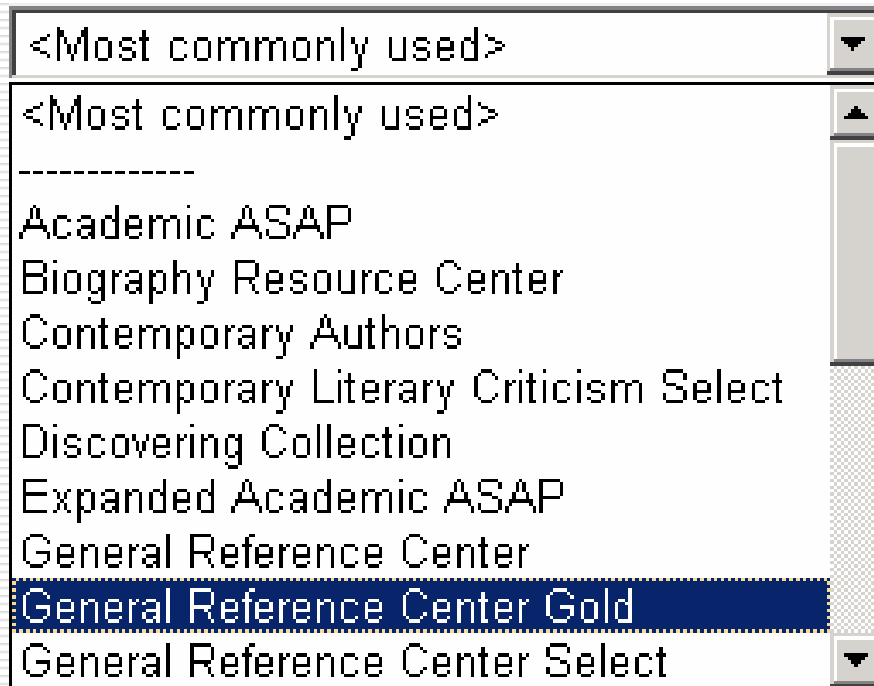
A screenshot of a web-based dropdown menu. The menu is open, showing a list of subscription services. The text '<Select one>' is visible at the top of the dropdown. The list includes: Bridges, CountryWatch, CQ Press (CQ Electronic Library), ebrary, EBSCO (EBSCOhost), Encyclopaedia Britannica, Facts On File (factsonfile.com), Facts On File News Services (facts.com), Gale Group Databases (highlighted in blue), Greenwood Publishing Group, and HighBeam Research. A mouse cursor is positioned over the 'Gale Group Databases' option.

The service we used for this article was Gale Group

Click  
Next

# Select your subscription database from the Library Subscription Database Wizard

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The database we used for this article was General Reference Center Gold

Click Next

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# The Library Subscription Database Wizard will automatically insert the URL for you!

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URL:

Click Next

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# Answer all the questions about the magazine article

NoodleBib adds some information automatically for you, based upon what you already told it!

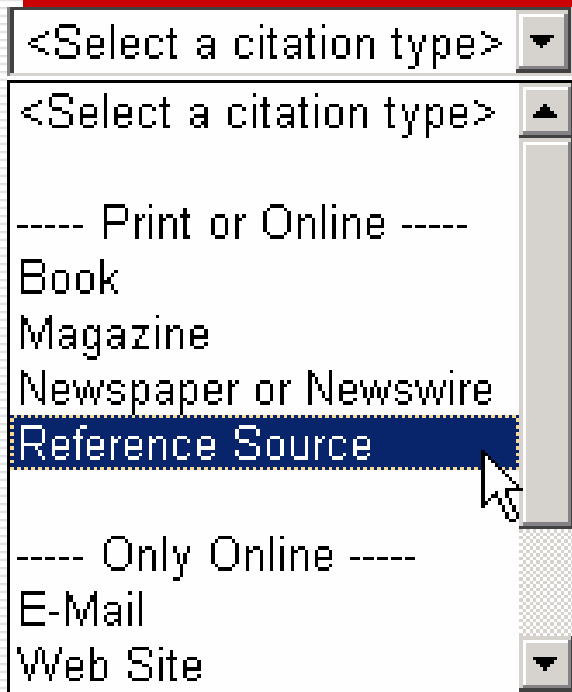
Author	First name	Middle name	Last name
	Jack		McClintock
Article title	Crocodiles Come Back * required		
	Capitalize the first letter of <a href="#">important words</a> in the title		
Name of magazine	Sea Frontiers * required		
	Capitalize the first letter of <a href="#">important words</a> in the name		
Date of publication	March		1993
	No day? Just give month & year		
Name of subscription service	Gale Group Databases * required		
Name of database	General Reference Center Gold		
Name of my library	Jericho Middle School Lib.		
	Include city and state (abbreviated) For example, <i>Ohlone School Lib., Palo Alto, CA</i>		
Home page of service	<a href="http://infotrac.galegroup.com/">http://infotrac.galegroup.com/</a>		
Date you read it	October	22	2004 * required

Check for Errors Update Citation →

Check For Errors

Generate Citation >>

# For an article in a reference book select Reference Source

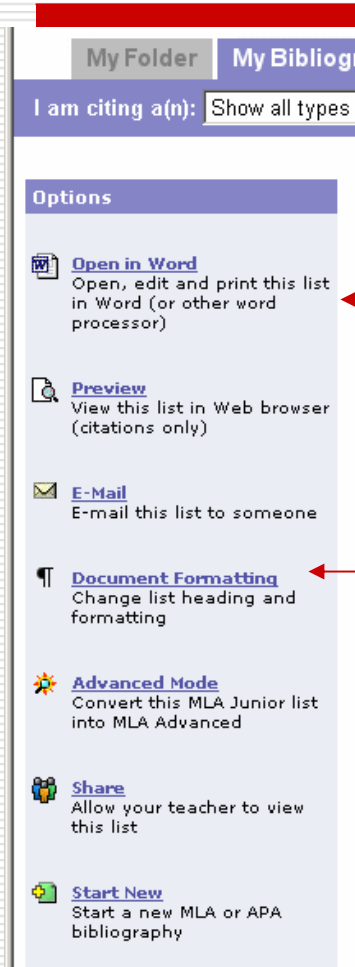


Then answer the questions to fill in the boxes, leaving out any information that is not available.

Always check for Errors, then update the citation

Click Next

# NoodleBib Options



The screenshot shows the NoodleBib interface. At the top, there are tabs for "My Folder" and "My Bibliography". Below the tabs, there is a search bar labeled "I am citing a(n):" with the text "Show all types" entered. The main content area is titled "Options" and contains several menu items, each with an icon and a description:

- Open in Word**: Open, edit and print this list in Word (or other word processor)
- Preview**: View this list in Web browser (citations only)
- E-Mail**: E-mail this list to someone
- Document Formatting**: Change list heading and formatting
- Advanced Mode**: Convert this MLA Junior list into MLA Advanced
- Share**: Allow your teacher to view this list
- Start New**: Start a new MLA or APA bibliography

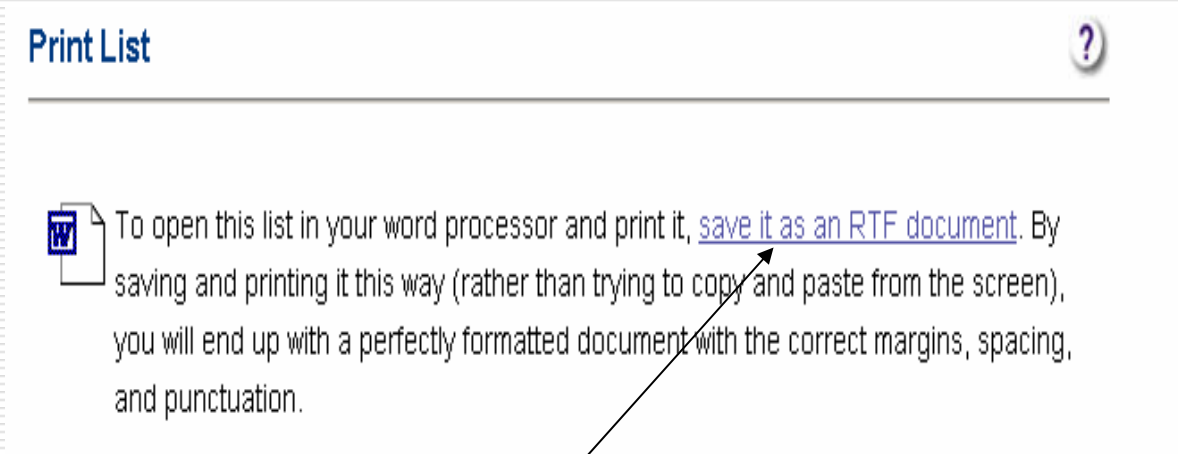
You can choose addition features from the left side of the screen.

To print your Source List, click on the first option Open in Word.

To change title from Works Cited to Works Consulted click Document Formatting.

# Print your source list

When you click "Open in Word" this screen will appear.



Click the hyperlinked phrase to save your source list as an RTF document.

Continue to follow simple onscreen directions until the document opens in Word.

# View your works cited

## Works Cited

Ake, Anne. The Gorilla. San Diego: Lucent, 1999.

"American Crocodile." AMNH: Expedition: Endangered. 1966. American Museum of Natural History. 22 Oct. 2004

<<http://www.amnh.org/nationalcenter/Endangered/croc/croc.html>>.

McClintock, Jack. "Crocodiles Come Back." Sea Frontiers Mar. 1993. General Reference Center Gold. Gale Group Databases. Jericho Middle School Lib. 22 Oct. 2004

<<http://infotrac.galegroup.com/>>.

Do not copy and paste your citations from NoodleBib into Word. You will lose all the formatting.

Using NoodleBib properly, assures that your margins, line spacing, punctuation, and indents are all in the correct format.

# Top Menu Bar

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My bibliography  
is where you  
create your list



Help will answer  
your questions  
about Noodlebib



My Folder

My Bibliography

Help

Log Out

My Folder allows you to see all  
your bibliographies, edit your  
profile information, change your  
password, and start a new list



Click here to log  
out when you  
are done

