How to Use NoodleTools to Format Citations

To register for NoodleTools - “Sign in with Office 365” using your HCCC email login

When Microsoft opens, sign in with your HCCC email account.

You will land on the Projects page. To start, click + New project
Type in a title for your project. This is just a description for your files.

Then choose the format style and level.

Then click Submit.

Choosing a Citation style
If your instructor has not specified a particular format, the below tips may be helpful:

**APA** is usually used for Social Sciences such as psychology, sociology, education.

**MLA** is usually used for Humanities such as literature, philosophy, the arts.

**Chicago/Turabian** is usually used for History.

You will land on the Dashboard page. For citations, click Sources.

Click + Create new citation.

Choose the resource type you are citing.
For instance, in a database you may find journal, newspaper, or magazine articles.

This is an example of a journal article.

Always try to have the item in front of you when you cite it.

The article details will tell you the database the article came from, if you forget.
A series of questions about the resource are asked. Fill in the blanks.

Only entries with * are required.

Pop-ups to right of entry will provide help. Please note: NoodleTools does not check for spelling.

After entering the resource information, scroll down the page to click on Submit. Your citation will appear formatted correctly.

Under the Options menu, you can get In-Text citation help.

Example for your source
A parenthetical reference to this Journal might look like this:

...the end of your sentence (Annas, 2015, p. 13).

Customize the example:

Page number(s): 13
After adding all your citations, click **Print/Export to Word**.

Your project will be automatically saved.

You can add, edit, or delete any citation or project by logging in to **NoodleTools** through the **HCCC Library Research page** again.

Librarians will assist you in using **NoodleTools** or in answering your questions.