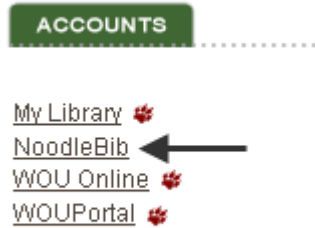


# Using NoodleBib

**Step 1: Go to the Hamersly Library Homepage** [www.wou.edu/library](http://www.wou.edu/library)

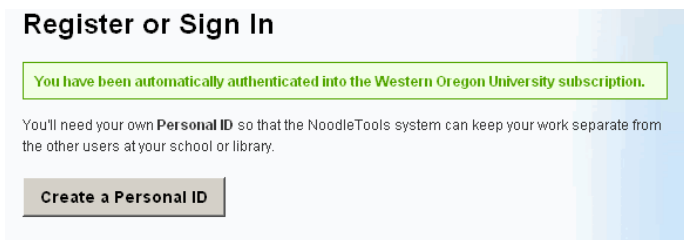
**Step 2: Click on the NoodleTools link under the ACCOUNTS Tab**

You can also access NoodleTools by selecting Articles & Databases under FIND INFORMATION. Search by name by selecting “N” and scrolling down until you see NoodleBib.

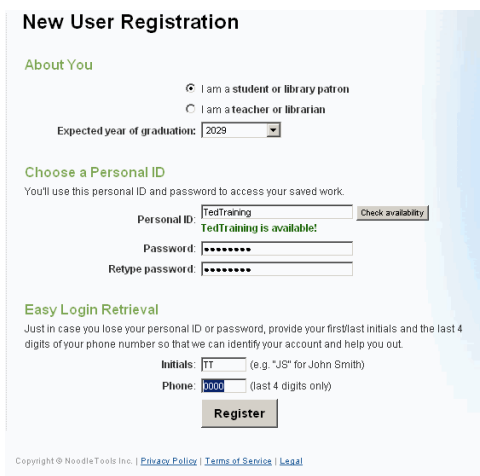


**Step 3: Create a Personal ID**

Select the “Create a Personal ID” to create a NoodleTools user account. You must have an account to use the services offered by NoodleTools.

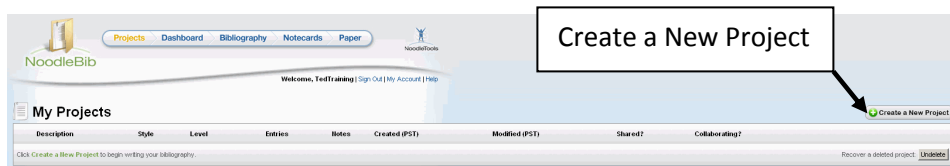


A new page will come up follow the onscreen instructions. You are a *Student or Library Patron*. Create a user name and password and help make finding your password easier by filling in the Easy Login Retrieval. Then select register.

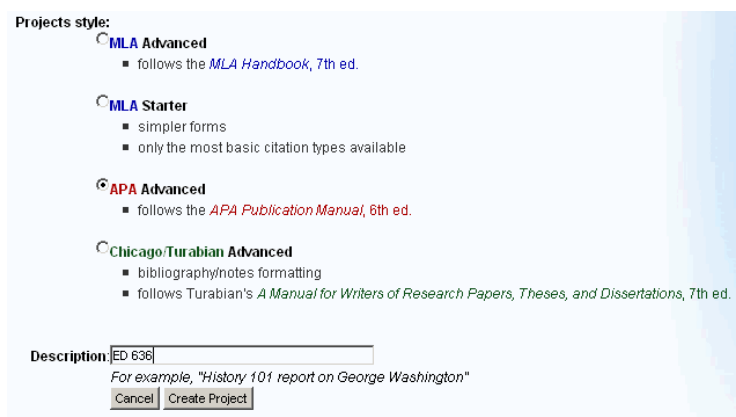


## Step 4: Create a Project

On the home select **Create a New Project** tab.

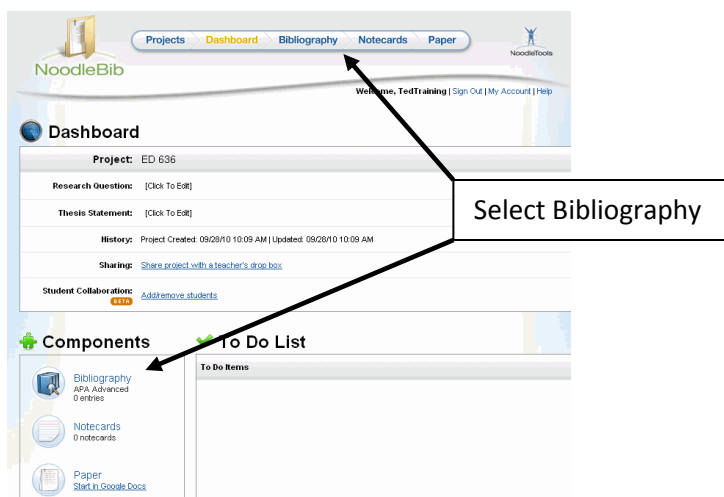


Select your bibliographic style (MLA, APA, or Chicago/Turabian) and enter a short description of your topic.



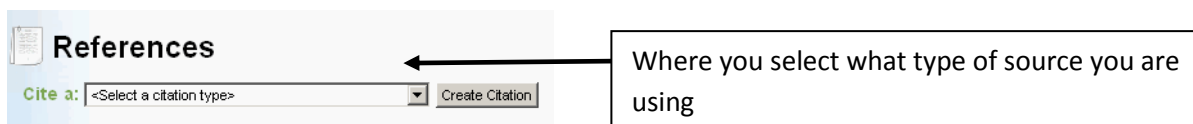
## Step 5: Citing a Source

A new screen will open from here you will select **Bibliography** from the top menu bar or under components.



Select the type of source you are selecting, i.e., book, article, online article\*. Then click create a citation.

\*An article from a database such as EBSCOhost is an online article



NoodleBib helps you make sure you made the right choice for what you are citing by giving you a list of what falls under the category you selected.

**Adding: Journal**

We think you probably mean...

[Not sure?]

**Journal**

- a journal article or entire issue
- an e-journal
- a special section of a journal
- a special issue
- a journal supplement
- an editorial
- a letter to the editor

[Examples]

But if not, your source may be...

**Abstract**  
An abstract of a journal article.

**Reprint in a book**  
A journal article reprinted in a book (collection). [Examples]

**Review**  
A review published in a journal.

**Magazine**  
Are you sure your source is a journal? [Click here](#) for help deciding.

once you are sure this is correct select **NEXT** in the middle of the page.

What is the medium of this publication Print or Online

**Adding: Journal**

What is the publication medium of this source?

  
**Print:** Printed journal

  
**Online:** Online journal or printed journal available online

select **NEXT** in the middle of the page.

NoodleBib will ask you more about the source select the best answer and then select **NEXT** in the middle of the page.

**Tell us more about this source**

What specifically are you citing?

A basic journal article

An abstract of a journal article

An editorial

A letter to the editor

A section of the journal denoted with a "part number"

A "special section" in the journal

A journal supplement

An entire issue of the journal (not a particular section)

An entire special issue of the journal

If at any time you feel you made a mistake you can choose to go back and correct you error or you can cancel the citation and start over again by selecting either **BACK** or **CANCEL** next to the **NEXT** button.

You can now create the citation fill in what is required for your citation. NoodleBib will tell you what is and is not required, either by the \*, or stating it next to where you enter the information.

### Basic information

\* Name of journal  
 Capitalize the significant words that make up the title, which is a proper noun. [What words should be capitalized?](#)

\* Title of article  
 Type the title of the specific article you are citing. Capitalize *only* the first letter of the first word in the title and in the subtitle (if any), as well as the first letter of any proper nouns. [More help with capitalization](#)

Author(s) of article  
 Omit honorary and academic titles (e.g., Queen, Dr., Ph.D.). If there are more than 7 names, type the first 7 and then type the name your source lists **last** (for a total of 8 in this field). [Advanced help with names](#)

First name Middle name Last name or group/corporation Suffix:

When adding names enter the names and then select **ADD**.

Page number(s)  
 Provide page numbers of entire article here, then indicate the specific page number(s) of the cited content in-text if necessary. Indicate a range of pages with a dash (41-44), or separate non-consecutive page numbers with commas (23, 25, 27-34). If article is **in press** (not yet published), leave this field blank.

Alternate description of section, if page numbers are not used  
 Sometimes a source does not use page numbers. For instance, some may use article, section, or chapter numbers (e.g. *article 3, sec. 4, or chap. 5*). Specific Internet content is often identified by a paragraph number (e.g. *par. 3* or *para. 3-6*). If this is the case, leave the "page number(s)" field above blank and specify the section description here.

Volume number  
 For example, 2. If journal does not use volume numbers, be sure to specify a publication year and month. If article is in press (not yet published), leave volume number blank.

Issue number  
 Leave blank unless the journal is paginated by issue (each issue begins with page 1). If article is in press (not yet published), leave issue number blank.

Publication or copyright date (M, D, YYYY)  
 Generally, only provide the year of publication. Exceptions: **if no volume number is given OR this is an internet only journal** then specify month/season if journal is published more than once a year, and the day if it is published more than once a month. If work has been accepted for publication but is not yet printed, type *in press* as the year. If no date is given, leave this field blank.

### Additional information, if available

English translation of journal's name  
 Specify the English translation of the name, if the name of the journal is in a language other than English. Capitalize the significant words that make up the title, which is a proper noun. [What words should be capitalized?](#)

English translation of article's title  
 Specify the English translation of the article's title, if the title is in a language other than English. If the English translation of a non-English article is used as the source, cite the English translation instead (and leave this field blank). Capitalize *only* the first letter of the first word in the title and in the subtitle (if any), as well as the first letter of any proper nouns. [More help with capitalization](#)

### Online retrieval details

DOI  
 A DOI is a unique alpha-numeric string assigned by a registration agency like CrossRef.org. A DOI resolver can then be used to locate the source using the DOI. For example: [doi:10.1037/0002-9432.76.4.492](http://doi.org/10.1037/0002-9432.76.4.492). If you cannot find a DOI number for your source, you can try looking it up using the [CrossRef free DOI lookup](#).

URL  
 Use the following rules (in order) to decide what URL to provide:  
 1. If you **provided a DOI above, this URL will not show up in your citation**, but it can help you retrieve the source later.  
 2. If the periodical is published **online only**, give an exact URL to the content in the online periodical.  
 3. If the article is **in press** (not yet published) and posted in a preprint archive, then provide an exact URL.  
 4. If none of these first three apply, try to provide the URL of the **periodical's home page**. You may need to do a Web search to locate this URL.  
 5. As a last resort, if the source is *only* available from an **archival database** like ERIC or JSTOR (publishers' Web site does not exist, or publisher provides no reference to the source at all), provide the database home/entry page URL.

Name of database  
 Even though the database name will not be part of your citation, you can provide it here to assist you (or an instructor) to locate the source later.

Database accession number  
 If your reader can access this material by searching the database for an item number or accession number, provide that information for your own use here (this will not appear in your citation). For example, an ERIC number like ED498566.

There maybe more information on the publication or copyright date. Add what your article has.

Once

you have the information entered to create your citation select **GENERATE CITATION**.

Your citation will be generated and you will be taken to a new page.

## References

Cite as:

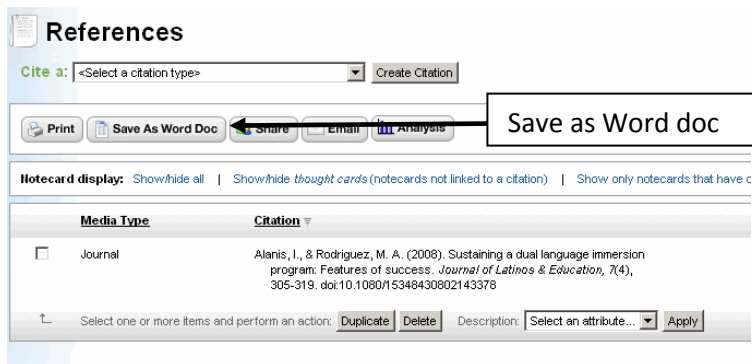
Notecard display: [Show/hide all](#) | [Show/hide thought cards](#) (notecards not linked to a citation) | [Show only notecards that have c](#)

Media Type	Citation
<input type="checkbox"/> Journal	Alanis, I., & Rodriguez, M. A. (2008). Sustaining a dual language immersion program: Features of success. <i>Journal of Latinos &amp; Education</i> , 7(4), 305-319. doi:10.1080/15348430802143378

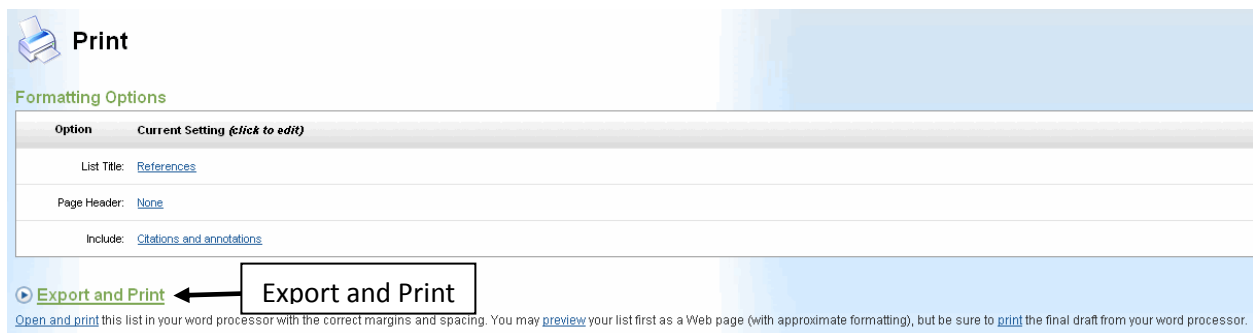
↑ Select one or more items and perform an action:   Description:

## Step 6: Getting the Citation to Word

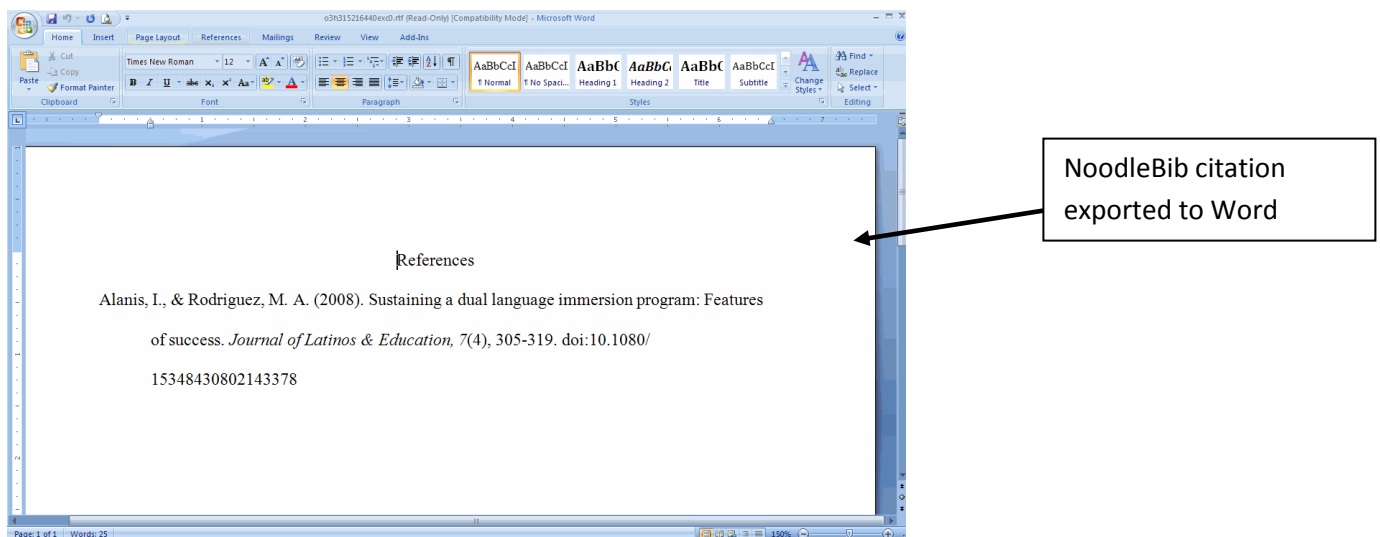
To move your citation to Word select the **SAVE AS WORD DOC.**



A new page will pop up titled print. You can format the list title, add a page header, and select what citations and annotations you would like to include in your reference page. Once you have the formatting the way you want select **EXPORT AND PRINT.**



A Word document will open up and you can either print the page or copy and paste into your paper.



**NOTE:**

NoodleBib allows you to create your paper in Google Docs with the research question and thesis statement incorporated. We advise you **DO NOT** use this feature.