**NoodleTools** is a software tool to help you do research, take notes, outline your paper, and cite your sources so that you can write ethically and avoid plagiarism. It connects to your school Google account so that you can import your bibliography directly into the Google Doc where you write your paper. You can also share work with teachers through Noodle Tools so that they can evaluate it and give you feedback.

**TO GET INTO YOUR NOTECARDS:**
1) Log into NoodleTools.
2) Choose which project you’re working on (or create a project if you haven’t done so already).
3) Click on “Notecards” either at the top of the screen or down to the left.

**TO CREATE A NOTECARD:**
1) In the upper left corner of your Notecard Tabletop, click the button that says “New Notecard.”
2) Choose a title for your Notecard--something to help you remember which information is on this card.
3) If you’ve already started your Bibliography, choose which of your sources these notes are from. (If you haven't created a citation for this source yet you can leave this blank and add a source later.)
4) If your notes are from a particular page or set of pages in a book, fill in that/those page number(s).
5) If there are common themes/topics you are addressing in your Notecards, create/choose a tag or tags to help you remember which Notecards address which topics. (E.g., if you are writing about different characters, you might want to tag cards with the names of the characters those notes are about.)
6) Type your notes into the boxes below.

**REMEMBER:** There are separate boxes for **Direct Quotation** (words or sentences copied directly from the text), **Paraphrase** (ideas from the text that you’ve re-stated in your own words,) and **My Ideas** (original ideas you have about the text you’re quoting and/or paraphrasing). Each Notecard should have at least one of Quotation or Paraphrase AND your own ideas! Using these boxes will also help you remember what information needs a citation and what does not.