

**LIB 101: Information Literacy**  
**Session 2: Citation Assignment**  
**(10 Points)**

## INSTRUCTIONS

### Step 1. Create your NoodleTools account:

(on library webpage: [www.nyack.edu/library](http://www.nyack.edu/library) )

- A. In the “Research Help” drop-down menu on the library website, choose “NoodleTools.”
- B. Click on “Register” to create your personal NoodleTools account.
- C. Create a personal ID (use eight characters: both letters and numbers).
- D. Create an 8-character password (minimum), retype password, enter your initials, and enter the last four digits of your phone number.
- E. Click “Register.”

\*\*\*To register from **OFF CAMPUS** or if you prompted for a "revalidation login",  
please use the following.\*\*\*

- User Name: nyack
- Password: nyackats

### Step 2. Create a new project in NoodleTools:

- A. Click on “New Project.” and enter a project title.
- B. Under Citation Style, choose “MLA.”
- C. Leave the default citation level as “Advanced”.
- D. Click “Submit.”
- E. To add sources to your projects, click on the “Sources” tab at the top.
- F. Click “Create a new citation”.
- G. Under “Where is it?” choose the appropriate option.
- H. Under “What is it?” select the type of resource that describes what you wish to cite.
- I. Fill in all available pieces of information about the item you are citing.
- J. Use the contextual tips, and if you see **yellow highlight around the entry box**, that means you have a mistake to correct. Click into the box for helpful tips to correct your citation entry.
- K. When you have completed/corrected all parts of your citation, click “Submit”.

### Step 3. Cite the four resources on page 2. using NooleTools

**Note: DO NOT ASSUME THAT THE TITLE IS CAPITALIZED CORRECTLY.**  
**CLICK INTO THE BOX WHERE YOU ENTER THE TITLE FOR INSTRUCTIONS.**

### Step 4. Finish & Export to a Word Document and submit

- A. Once you have created all four citations click “Print/Export”.
- B. Click on “Print/Export to Word” from drop down menu.
- C. Follow the instructions to open you list of citations in WORD in alphabetical order by author last name.
- D. Type in your name on top of the page.
- E. Save the document as a Word document and submit in the Dropbox:  
Session 2: Assignment – Citations OR print assignment and hand in.

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**RESOURCES FOR THE CITATION ASSIGNMENT**

RESOURCE 1	<b>PRINT BOOK</b> (Where? Print or In-Hand What? Book)
<b>Title of Book</b>	The intelligent investor: a book of practical counsel
<b>Author of Book</b>	Benjamin Graham
<b>Publisher of Book</b>	Harper & Row
<b>Place of Publication</b>	New York
<b>Year of Publication</b>	1985
<b>Edition of Book</b>	4 <sup>th</sup> rev. ed.

RESOURCE 2	<b>E-BOOK</b> (Where? Database What? Book)
<b>Title of E-Book</b>	Chaucer: The Canterbury Tales
<b>Author of E-Book</b>	Winthrop Wetherbee
<b>Publisher of E-Book</b>	Cambridge University Press
<b>Place of Publication</b>	West Nyack, NY
<b>Year of Publication</b>	2003
<b>Edition of E-Book</b>	2 <sup>nd</sup>
<b>Date of Access</b>	Today's Date
<b>Name of Database</b>	ebrary

RESOURCE 3	<b>JOURNAL</b> (Where? Database What? Journal)
<b>Title of Journal</b>	Art Journal
<b>Title of Article</b>	The Sculpture of Brancusi in the Light of His Rumanian Heritage
<b>Author(s) of Article</b>	Edith Balas
<b>Page Number</b>	94-104
<b>Volume Number</b>	35
<b>Issue Number</b>	2
<b>Year of Publication</b>	December 1975
<b>Date of Access</b>	Today's Date
<b>Name of Database</b>	Academic Search Complete
<b>URL</b>	<a href="http://www.Ebscohost.com">http://www.Ebscohost.com</a>

RESOURCE 4	<b>WEBPAGE</b> (Where? Website What? Webpage)
<b>Name of Web Site</b>	HBS Working Knowledge
<b>Page or Article Title</b>	Asian and American Leadership Styles: How Are They Unique?
<b>Author(s)</b>	D. Quinn Mills
<b>Publication Date</b>	June 27, 2005
<b>Date of Access</b>	Today's Date
<b>Publisher or Sponsor of Site</b>	Harvard Business School
<b>URL</b>	<a href="http://hbswk.hbs.edu/item/4869.html">http://hbswk.hbs.edu/item/4869.html</a>