

FRESHMAN LIBRARY ORIENTATION—DAY SIX ASSIGNMENT SHEET

Complete the following in this order:

1) **Complete** the Explore MTHS Subscription Databases **worksheet** from last week. **Hand it in as soon as you finish it.**

Open your project in NoodleTools. You should have three citations entered for the project (print reference book, *Student Resources in Context*, and history database). **To make corrections or to add source information** to a citation, click on Options (to the right of the citation on the MLA Works Cited page) then on Edit.

To see comments: Open the Comments box by clicking on the dialogue box to the left of “My accounts” at the top of the screen. To see the citation for a particular source, click on that citation in the Comments box. Go to the blue To-Do/Active Conversations bar to drag the Comments box to the right so that you can see the fill-in boxes and comments at the same time. Make sure you match the comments with the correct sources.

2) **Print reference** book article **corrections**:

If the citation for this source has nothing that needs to be fixed (you received 25/25 for it on a paper that was already returned to you), **go to #3.**

If there are **any comments for these sources**, make **all** corrections before continuing.

3) **Two database reference** articles (one from *Student Resources in Context* and one from a history database) **corrections**:

If there are **no comments** for these sources, **go to #4.**

If there are **any comments for these sources**, make **all** corrections before continuing.

4) **Enter the additional source information** for the two database reference articles:

Enter the following information **for both** of these articles: **Title of the article, publisher, and year** (most recent/updated). **Enter** the following information **if it is given** (but it will not be for both of the articles): **Author(s), editor(s), volume number, series, and edition.** Make sure all information is entered in the correct fill-in boxes.

To **find that source information in *Student Resources in Context***, look at the citation in **Citation Tools** (in the Tools box to the right). Some of the information given there may, however, be incomplete or outdated. **Check** before the article itself begins (under the article title) **for updated or missing information** like more recent dates or authors' names. Be very careful if you go to the end of the article—do **NOT** pick up any information from the Further Readings section—that is not about this article.

To **find that source information in the history database**, look **under Record Information** to the right—most of what you need to enter will be there. Also click on the title in that section, however, to go to the Source Information page for missing information. (Make sure you enter the updated year if there is one. On should not be capitalized in the publisher name—Facts on File). Do **NOT** pick up any information from the Further Information section at the end of the article.

If you finish ALL of these tasks with time left in the class period, pick up and work on the “When You’re Done” sheet (on the counter by the copy machine). **LEAVE IT AT THE END OF CLASS.**