# ROOPLETOOLS

- Click the sources tab
- Click the + New Source button on the right in Green!

Username: Google account Password: salembest

#### Citing a Book (In Hand!):

- 1. Select Book.
- 2. Find the ISBN number.
- Choose the book that matches the one in hand.
- 4. Select import selected source.
- 5. Click Save.

### Citing a website:

- 1. Type in the URL
- 2. Date accessed
- 3. Date the website was last updated.
- 4. Title of the article/website
- 5. Publisher and copyright date.
- 6. Click save!

## Citing a photo

- 1. Choose File, app, e-book
- 2. Select photo
- 3. Select the type of image
- 4. Find the source of the photo (URL)
- 5. Cite the title
- 6. Date accessed or creation of the photo.
- 7. Click Save!

## **Exporting to GoogleDocs:**

- 1) Click on Printer icon
- 2) Select export to Google Docs