**To export the sources from NoodleTools to create the bibliography:**

1) Log in to NoodleTools

 User: 23firstnamelastname@bapsonline.org

 Password: student ID (lunch #)

2) Open the Project

3) Click on Sources

4) There is a box that says "Print/Export" right under the green "Create New Citation" button



5) Click the drop down arrow in the Print/Export box.

6) Choose "Print/Export to Google Docs."

7) It will then take the information and format it into the bibliography in a Google Doc.

8) Save the bibliography in your Google Drive as **Natural Disaster Bib**.

**To Upload Bibliography to Canvas:**

**Login to Canvas:**

1. baps.instructure.com
2. User: 23firstnamelastname
3. Password: student ID (lunch #)

**Upload Document to Assignment:**

1. Go to your Dashboard
2. Click on Geography
3. Click Assignments
4. Go to the Natural Disasters Bibliography assignment and click it
5. Click Submit Assignment (top right corner)
6. Scroll down to the bottom to where it says File Upload
7. Click Google Docs tab (next to File)
8. Click the Google Doc that you want to upload: Natural Disaster Bib
9. Add a comment if needed
10. Click Submit Assignment