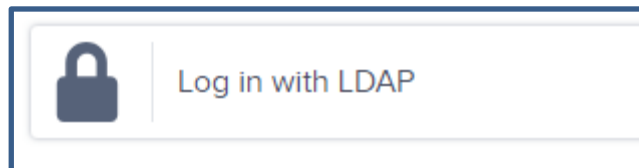




Single Sign-On Access to YPS Instructional Technology Resources

1. Go to: clever.com/in/yonkers

2. Click on:



3. Log in with your district email address and computer password:

STUDENTS:

Username: Your ID#@yonkerspublicschools.org
(Example: 888888@yonkerspublicschools.org)

Password: Same password used for your school computer

TEACHERS:

Username: Your district email address
(Example: kloia@yonkerspublicschools.org)

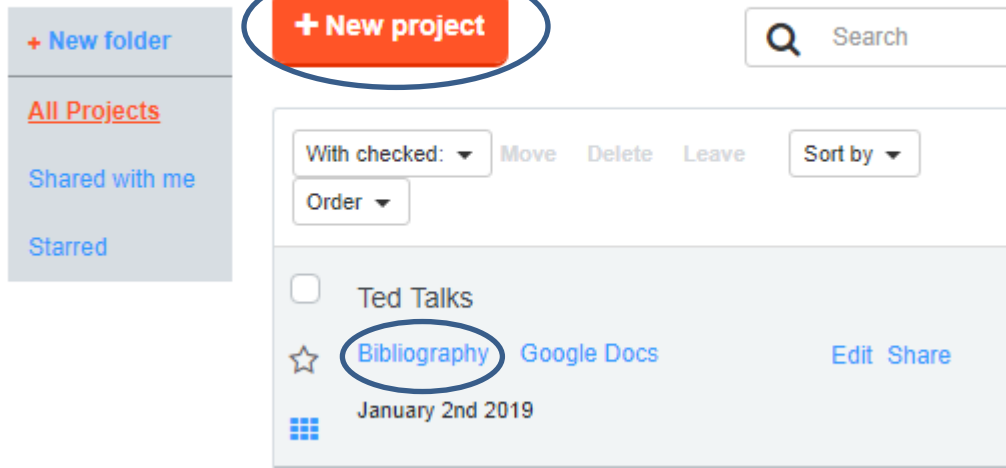
Password: Same password used for your school computer

AFTER LOGGING INTO *CLEVER*:

1. Select Library Services from the left-side menu, then *EasyBib*.
2. Click on “Signup” in the upper-right corner and create an account using your Yonkers Public Schools email address:
Your ID# @yonkerspublicschools.org

3. Select the *New project* tab and name your project, then click on *Bibliography*.

All Projects



+ New folder

+ New project

Search

With checked: ▼ Move Delete Leave Sort by ▼

Order ▼

☐ Ted Talks

☆ **Bibliography** Google Docs Edit Share

January 2nd 2019

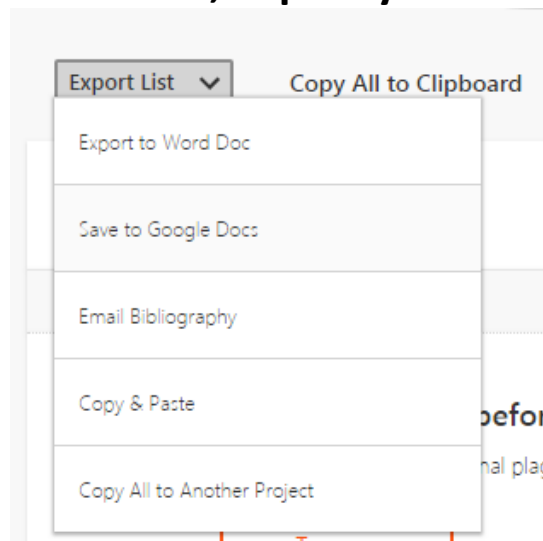
4. Select your source type from the drop-down menu.

The screenshot shows the EasyBib website interface. On the left, a dropdown menu is open, displaying various source types: Website, Book, Journal, Newspaper, Film/Online Video, Online Database, Advertisement, Bible, Blog, Brochure, Cartoon, Chapter, Conference, and Book. The 'Book' option is highlighted with a blue background and a blue circle around it. In the background, the website's main content area is visible, featuring a search bar, a 'Cite' button, and a banner for 'Catch plagiarism before your teacher does' with a 'Get EasyBib Plus' button.

5. Type in the title of book OR copy and paste the URL for a website. Press *Cite* and follow the prompts.

The screenshot shows the EasyBib website interface with two citation forms. The first form is for a book, with 'Source type' set to 'Book' and 'Source' set to 'Everybody's Talking What We Say without Words'. The 'Cite' button is circled in blue. The second form is for a website, with 'Source type' set to 'Website' and 'Source' set to 'https://www.google.com/search?q=Cuddy%2C+Amy.+%E2%80%9CYour'. The 'Cite' button is also circled in blue. Both forms have a 'Manual cite >' link below them.

6. When done, Export your bibliography.



Example of Bibliography after export:

Works Cited

Cuddy, Amy. "Your Body Language May Shape Who You Are." *Ted*, Ted,

www.ted.com/talks/amy_cuddy_your_body_language_shapes_who_you_are?language=en.

Jackson, Donna M., and Goman. *Every Body's Talking: What We Say without Words*. Lerner Publishing Group, 2014.

Morris, Desmond. *Bodytalk: the Meaning of Human Gestures*. Crown Trade Paperbacks, 1994.

Please note: Use the login drop-down menu to navigate around **EasyBib!**

