

AGES 10 TO ADULT

NoteCard Maker™

...helps you to easily and correctly prepare note cards and a bibliography list for your research papers. **NoteCard Maker** is an invaluable tool for collecting, organizing, shaping, and printing your research notes as you create a report, an essay, a speech, or a full-scale thesis.



• **Learn Quickly and Easily** The interactive, on-screen tutorial teaches you, step-by-step, how to properly create bibliography and note cards for most any kind of research project.

• **Develop Better Research Skills** The program teaches you the basic steps for efficiently collecting notes from books, encyclopedias,

periodicals, and interviews. Plus it instructs you on the standard formats for bibliography citations.

- **Get Organized** With *NoteCard Maker* you will never lose a card or a reference. You can easily code each note card to its appropriate source. With the built-in database management functions, you can quickly find facts, as well as sort your notes in any order you wish.
- **Improve Your Writing** By creating, sorting, and printing your notes electronically, you will be able to write a top-notch document in less time and with less effort than ever before.
- **Print Your Bibliography and Notes** When you finish your research, you can print your bibliography in alphabetical order and print your notes to fit your outline—ready for you to use in preparing your first draft.
- **Find Help Fast** At any point in the program, you can refer to on-screen help. These advice pages are based on rules taken from well-known standard style manuals for writers.

IMPORTANT: Ask about the other Grolier self-teaching productivity software programs; EduCalc, Friendly Filer, Easy Graph, Step One and EduCalc Templates, more than a dozen spreadsheet forms ready for you to use as is, or adapt to your own needs.

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