

## The Annotated Bibliography

An annotated bibliography is a list of citations identifying books, articles, and documents used in constructing a formal argument or the presentation of research findings (i.e. a scientific study). Each citation is listed to allow a reader to locate the information presented. In terms of content of the annotated bibliography, each properly formatted citation is followed by a brief (usually about 200 -250 words) descriptive and evaluative paragraph, the annotation. The purpose of the annotation is to inform the reader of the relevance, accuracy, and quality of the sources cited.

### Requirements for Debate Sources

- refer to the initial assignment sheet

### The Citation

- ☒ Depends on your subject or the preference of your instructor
  - APA = content areas where timely research is critical to the credibility of position - Sciences (i.e. Psychology, Sociology, Biology, Chemistry, etc)
  - MLA = content areas where it is not as vital that the research is timely - Humanities (i.e. History, English)
- ☒ Be consistent in terms of formatting throughout your document
- ☒ Format your citations according to the guide linked on the class website under “research & formatting links”

### The Annotation

- ☒ Should be a minimum of 200 words in length
- ☒ Should include
  1. A summary of the source being reviewed
  2. An evaluation of the source’s credibility
    - Is the author qualified in this subject? What credentials does he/she have?
    - Are the facts well documented?
    - Does it seem like a reliable and current source? Why?
  3. A critical commentary about how the source is going to help with your specific research topic
    - Specific features of the work that are unique or helpful for your argument
    - Compare or contrast this work with another you have cited

### Basic APA Style Page Format for an Annotated Bibliography

- ☒ Font size/type = 12pt/Times New Roman
- ☒ Margin size = 1” (use a ruler just to make sure)
- ☒ Put the words “Annotated Bibliography” in the upper left hand corner of the document
- ☒ List your topic directly underneath the “Annotated Bibliography”
- ☒ Alphabetical order is determined by the first word in the citation (either author last name or first word of title)
- ☒ Spacing
  - Double space the entire bibliography including within the citations and annotations.
  - At the end of the citation, press the Enter Key to drop down to the next line. Do not add an extra space other than the required double spacing.
- ☒ Indentations
  - Hanging indents are required for citations in the bibliography. That is, the first line of the citation starts at the left margin. Subsequent lines of the citation are indented 1 tab
  - The annotation is indented as a block, 2 tab spaces.

### Basic MLA Style Page Format for an Annotated Bibliography

- ☒ Format your document with the usual pagination, header, font size, margins
- ☒ Use the words “Annotated Bibliography: Insert your topic here” as your title of the document – center it
- ☒ Alphabetical order is determined by the first word in the citation (either author last name or first word of title)
- ☒ Spacing
  - Double space the entire bibliography including within the citations and annotations.
  - At the end of the citation, press the Enter Key to drop down to the next line. Do not add an extra space other than the required double spacing.
- ☒ Indentations
  - Hanging indents are required for citations in the bibliography. That is, the first line of the citation starts at the left margin. Subsequent lines of the citation are indented 1 tab
  - The annotation is indented as a block, 2 tab spaces.