

# How to Prepare an Annotated Bibliography



ESL D/E  
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# Introduction to Annotated Bibliographies



## What is it?

- Is a list of citations for books, articles, and documents
- Each citation is followed by an annotation:
  - A brief paragraph (100 – 300 words) which describes and evaluates the sources you are using in your essay or research paper

## What is its purpose?

- To tell the reader about the relevance, accuracy, and quality of the sources cited

# Two Parts of Annotated Bibliography



## Citation

- Format in MLA style for English classes
- For help with formatting, use:
  - Use EasyBib app on your smart phone
  - Use <http://www.citationmachine.net>

## Annotation

- Write a paragraph (100 – 300 words) to:
  - Give a brief summary of the source
  - Explain the relevance of the source to your topic
  - Evaluate the source's strengths and weaknesses
  - Compare and contrast this source with other sources about the same topic
  - Give your personal conclusions about the source

# Evaluating the Source



Authority	<ul style="list-style-type: none"><li>• Who wrote the source?</li><li>• What are the credentials of the author?</li></ul>
Accuracy	<ul style="list-style-type: none"><li>• Does the information appear to be valid and well-researched, or is it questionable and unsupported by evidence?</li><li>• Are the ideas and arguments in the source similar to those in other works on the same topic?</li><li>• Is the material primary or secondary in nature?</li><li>• Is there a bibliography?</li></ul>
Objectivity	<ul style="list-style-type: none"><li>• Is the information in the source fact, opinion, or propaganda?</li><li>• Is there bias in the source?</li></ul>
Currency	<ul style="list-style-type: none"><li>• When was the source published?</li><li>• Is the source current or out-of-date for your topic?</li></ul>
Coverage	<ul style="list-style-type: none"><li>• Does the source extensively or marginally cover your topic?</li><li>• Who is the intended audience of the source?</li></ul>

# Sample MLA Citation



- Use a hanging indent
- Double-space the citation

**Streissguth, Thomas. *The Roaring Twenties: An Eyewitness History*. New York: Facts on File, 2001. Print.**

# Sample Annotation

- Write a paragraph with full sentences.
- Double-space

Written by Tom Streissguth, a Yale University graduate and author of over forty history books, *The Roaring Twenties* offers an in-depth look at the major events and important people of the 1920's. The photographs and detailed descriptions of the Temperance Movement, Prohibition, popular culture (reading, writing, radio, movies, music, sports and cars), etc. provide a glimpse into the prosperous world of Jay Gatsby. The work is well-supported and well-researched. In addition to numerous quotes within each chapter, the author has included an appendix of 26 primary source documents and a bibliography of about 300 sources. This book is a valuable source for anyone who wants to learn more about the 1920's. Besides helping readers better understand Gatsby's background, this source sheds light on the social class system and the desperation that drove Gatsby to carry out illegal activities to achieve wealth quickly.

# Putting everything together...

**Streissguth, Thomas. *The Roaring Twenties: An Eyewitness History*. New York: Facts on File, 2001. Print.**

**Written by Tom Streissguth, a Yale University graduate and author of over forty history books, *The Roaring Twenties* offers an in-depth look at the major events and important people of the 1920's. The photographs and detailed descriptions of the Temperance Movement, Prohibition, popular culture (reading, writing, radio, movies, music, sports and cars), etc. provide a glimpse into the prosperous world of Jay Gatsby. The work is well-supported and well-researched. In addition to numerous quotes within each chapter, the author has included an appendix of 26 primary source documents and a bibliography of about 300 sources. This book is a valuable source for anyone who wants to learn more about the 1920's. Besides helping readers better understand Gatsby's background, this source sheds light on the social class system and the desperation that drove Gatsby to carry out illegal activities to achieve wealth quickly.**

# Rubric for Annotated Bibliography

	Level 4	Level 3	Level 2	Level 1	Below Level 1	
<b>Source Selection</b>	All sources are from credible materials, Sources chosen are highly relevant to the topic; Sources adds greatly to research potential; few, if any additional sources needed	Most sources are from credible, scholarly materials Most sources chosen are relevant to the topic; May require a small amount of additional research	Some sources are from credible materials. Some sources chosen are relevant to the topic; writer may need additional sources to complete research	Few sources are from credible materials. Few sources chosen are relevant to the topic; writer may require significant additional research	Sources lack credibility. Sources are not relevant to researcher's topic; Sources necessitate extensive additional research	5
<b>Annotation Summary of source</b>	Annotations succinctly and comprehensively describe the source material; Annotations offer great insight into the source material	Most annotations are succinct; Most comprehensively describe the source material; Some offer insight into the source material	Some annotations may be too short or too long; Annotations adequately describe the source material, but lack insight	Few annotations meet the length requirements, few annotations adequately describe the source material; annotations offer little insight	Most annotations are either too short or too long; Annotations do not describe the source material; annotations offer no insight	10
<b>Annotation Evaluation of Source</b>	Evaluation clearly explains why the sources were chosen; demonstrates a clear understanding of research process: offers insight into source	Most evaluations explain why the sources were chosen; Understands the process of source acquisition	Evaluation sometimes explains why the sources were chosen; demonstrates some understanding of research process	Evaluation mostly lacking in explaining why the sources were chosen; demonstrates little understanding of research process	Evaluation does not explain why the sources were chosen; demonstrates no understanding of research process	10
<b>MLA citation</b>	Each sources has a proper citation; All citations are complete; All are in the proper MLA format	Most sources have proper citation; Most citations are complete; Most are in the proper MLA format	Some sources have proper citation; Some citations are complete; some are in the proper MLA format	Few sources have a proper citation; Few citations are complete; few are in the proper MLA format	Very few sources have a proper citation; Very few citations are complete; Very few are in the proper MLA format	10
<b>Mechanics, Grammar, and Proofing:</b>	Virtually free from mechanical, grammatical, punctuation, and spelling errors; All of the assignment requirements were met	Occasional minor errors do not distract the reader; the majority of assignment requirements were met	Some significant errors are present, but the overall meaning is clear; about half of the assignment requirements were met	Errors are distracting, but the meaning is still clear; only some of the assignment requirements were met	Errors distract the reader, to the extent the meaning is unclear; the assignment requirements were not met	10
<b>Total</b>						<b>45</b>