



Success Center Tips for Writing Annotated Bibliographies

Annotated bibliographies are a vital part of the research process and help writers formulate ideas regarding a paper or project. An annotated bibliography entry may contain two or more parts: a bibliographic entry of the source and an annotation analyzing the source’s content. More detailed annotation assignments may ask a student to both summarize and evaluate the main points in the annotation. To create the bibliography entry, list the publishing information in the style required (such as MLA or APA) and put all entries in alphabetical order. Creating an annotation involves writing a brief paragraph in your own words that provides a summary of the information read and your ideas about the reviewed source.

Guidelines for Preparing Annotations:

More detailed annotations include answers to the following questions:

- Is the publication date **current** enough to provide up-to-date information?
- What information explains the **relevance** of the source to the paper’s thesis and tells a specific way you intend to use the information in the paper?
- What did you discover about this author/publisher’s qualifications (**authority**), such as job title, other written works, or associations with special groups or individuals?
- Did you find examples of **accuracy** within links and references used in the writer’s text?
- What is the author’s **purpose** in writing this article?

Be sure to consult your instructor’s guidelines for the specific requirements of the annotations. Some instructors may desire only a summary of the sources while others may require additional evaluation and analysis in the annotations.

Formatting Guidelines:

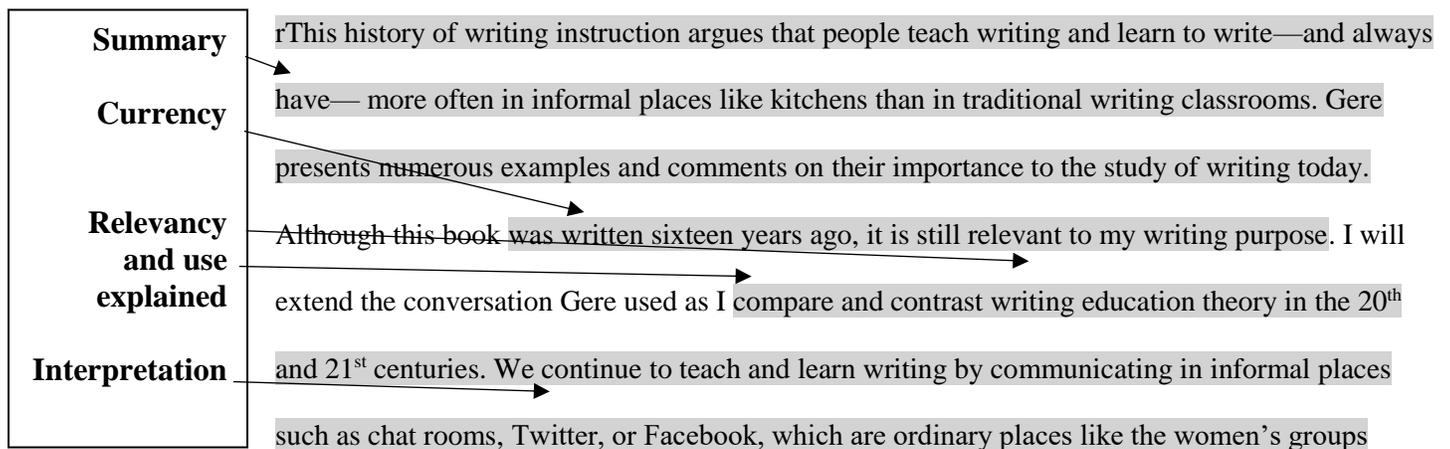
- Double-space everything (unless your instructor provides other guidelines).
- Never indent the first line of an entry. When an entry is longer than one line, use the hanging indent feature in Word on subsequent lines. (See example below.)

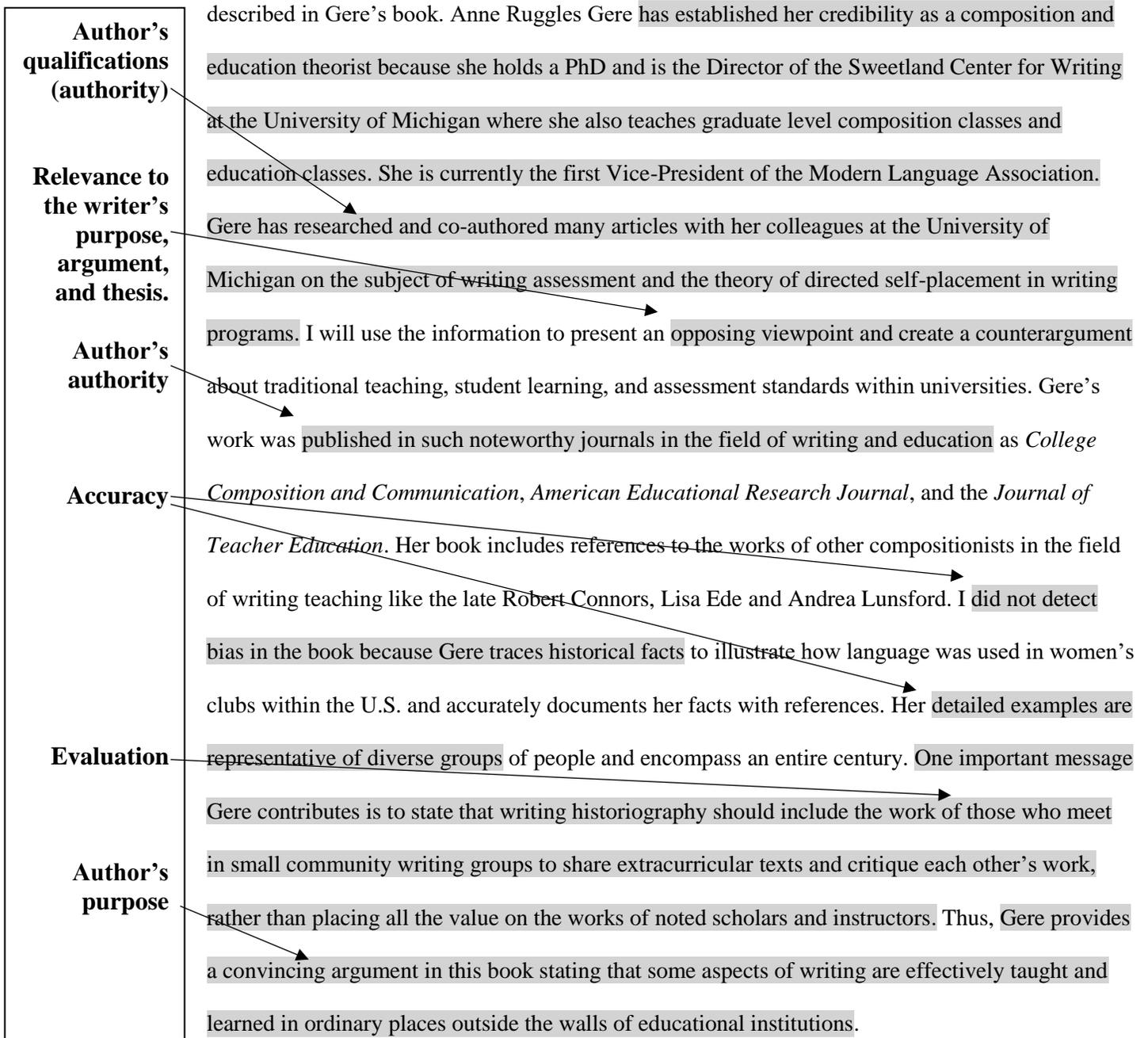
Sample Annotation in MLA Format for an edited book:

Note: Citation entries will vary according to the source type. Consult the Success Center Guidelines for MLA Style Citations handout.

Gere, Anne Ruggles. “Kitchen Tables and Rented Rooms: The Extra-curriculum of Composition.” *Literacy: A Critical*

Sourcebook, edited by Ellen Cushman et al., Bedford, 2001, pp. 275-89.





For more information, check the Purdue Web site:

https://owl.purdue.edu/owl/general_writing/common_writing_assignments/annotated_bibliographies/annotated_bibliography_samples.html