



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.)

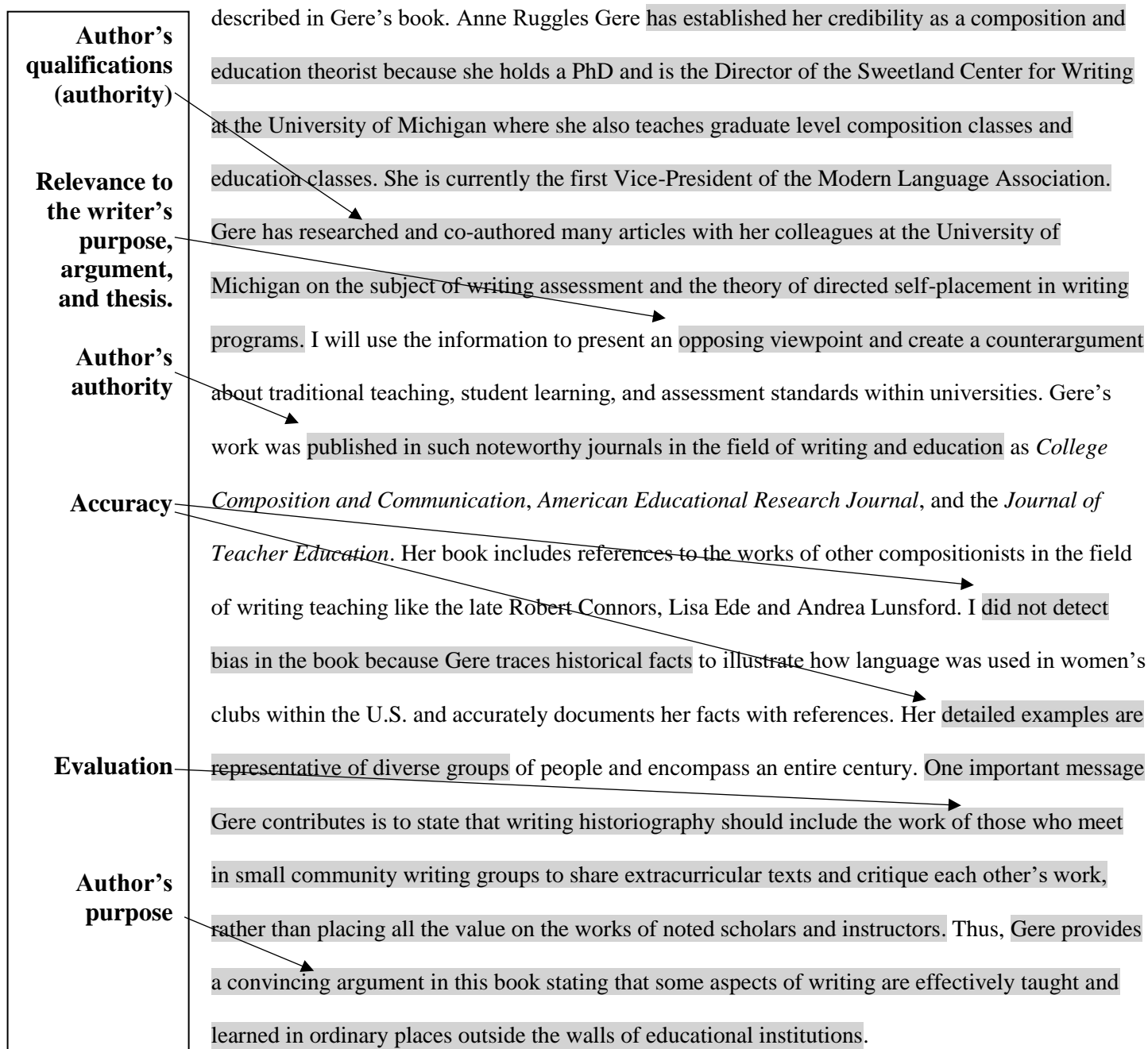
Sample Annotation in MLA Format for an edited book:

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.

Summary	rThis history of writing instruction argues that people teach writing and learn to write—and always
Currency	have— more often in informal places like kitchens than in traditional writing classrooms. Gere presents numerous examples and comments on their importance to the study of writing today.
Relevancy and use explained	Although this book was written sixteen years ago, it is still relevant to my writing purpose. I will extend the conversation Gere used as I compare and contrast writing education theory in the 20 th
Interpretation	and 21 st centuries. We continue to teach and learn writing by communicating in informal places such as chat rooms, Twitter, or Facebook, which are ordinary places like the women's groups



For more information, check the Purdue Web site:

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