

An Annotated Bibliography

The Elements

What Must I Include in My Annotated Bibliography?

1. My Sources Listed in Alphabetical Order
2. Description/ Summary of the Sources
3. Evaluation of the Sources
4. Explanation of HOW the Sources Inform Your Research

Consistent and Concise Presentation⁴

- 4 Relevant and Credible Sources (3 different genres)

MLA Formatted Citation

- This should be in alphabetically order. We will discuss later. Do NOT worry yet!

WE WILL COVER LATER. DO NOT WORRY ABOUT ADDRESSING NOW

Description/ Summary

- This paragraph or paragraphs should describe the topic, scope and stance of a piece.
- WHAT is it mostly about?
- An overview of the MAIN IDEA (not full of details)

Analysis of Author's Craft

- How does the author present the information?
- Rhetorical situation (audience, purpose, constraints)
- How does the author use rhetorical appeals? (ethos, pathos, logos, kairos)

Evaluation of Source

- Is the source credible? How do you know?
- What evidence of bias do you see?
- Is it relevant? Does it match your research needs?
- Does it address multiple perspectives (counterclaim)?

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Explanation of how the source will inform your research

- How will you use each source? How does it help you better understand the topic?
- What important perspective does it provide?
- How does it relate to other sources?
- If you decide you will not use the source, explain WHY.

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Consistent and Concise Presentation

- Present the information consistently and concisely
- Succinctly summarize the key points and main ideas

Finding Sources

Four Sources! 3 Genres!

- Now it is time to find sources that are relevant to your topic and credible sources.
- Try to find a combination of primary and secondary sources!.
- The sources should NOT be the first 3 sources you find on Google or a Library search.

Possible Genres

- Academic journals
- Atlases and maps
- Bibliographies
- Blogs
- Books (nonfiction, fiction)
- Diaries
- Encyclopedias
- Films
- Government Reports
- Handbooks and manuals
- Interviews
- Letters
- Magazines
- Newspapers, news reports
- Pamphlets and brochures
- Photographs
- Podcasts
- Popular magazines
- Speeches
- Songs
- Surveys
- Vlogs
- Websites

Steps for Finding Sources

1. Review the Research Questions—what questions do you need answered?
2. Think of what sources would give you the best type of information. For example, if you need statistics, would you want an article or an infographic?
3. Skim through the source briefly and see if it has the type of information you are looking for.

Guidelines for Choosing Search Terms

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Be Brief	<ul style="list-style-type: none">• It is important to choose a few words that capture the content of the information you wish to find.• Choose words that are likely to appear in the text of a relevant document.• Avoid unnecessary question words like Who is and What are. These tend to lead to informal, inaccurate Q-and-A pages.
Be Specific	<ul style="list-style-type: none">• Name exactly what you want rather than broad categories.• Use topic-specific vocabulary that is likely to appear in a relevant document. Use the terms the experts use to find the experts!
Be Flexible	<ul style="list-style-type: none">• If there are multiple ways to refer to a subject, try synonyms to yield more results.
Be Persistent	<ul style="list-style-type: none">• Check past the first page of results. There are often good sources lower on the list.• If at first you don't succeed, change your search terms.

Boolean Operation

Boolean Operation	Function
AND	Narrows search by requiring that both terms be present in a document
OR	Broadens a search to include either one term or the other
NOT	Narrows a search by prohibiting certain terms
NEAR	Narrows a search to include only documents where two words appear near each other
“Quotes”	Narrows a search to include only documents that contain the exact wording inside the quotations