**Spring 2020 English 1121 Unit 2 Week of April 1st**

**HANDOUT**

**Elements of An Annotated Bibliography**

Use this checklist to help you as you draft your annotated bibliography. It will help to ensure that you have all the required elements.

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| **Element** | **YES/ NO/ ADD MORE** |
| **Summary**   * Where do you introduce the source using a signal phrase (author’s name plus a verb such as *argues, supports, describes*)? * Where do you state the Thesis or Main Idea or Claim in your own words? * Where do you list the main supporting ideas/ reasons in the same order they appear in the source * Where do you use transitions such as *and, also, but,* and *therefore*  to show readers how ideas relate to one another. | Source 1:  Source 2:  Source 3:  Source 4: |
| **Analysis of Author’s Craft**   * Where do you analyze the rhetorical situation (the intended audience, purpose and constraints?) * Where do you analyze the author’s use of rhetorical appeals (ethos, pathos, logos and kairos)? * Where do you analyze the author’s tone, the mode and medium of the source? | Source 1:  Source 2:  Source 3:  Source 4: |
| **Evaluate Your Source for Bias and Credibility**   * Where do you analyze questions like:   + Who wrote it?   + How recently was it published?   + Is the source scholarly or popular?   + Who published it?   + How is the source written?   + What does the source say? | Source 1:  Source 2:  Source 3:  Source 4: |
| **Explain How the Source Informs Your Research**   * Where do you explain how you could use the source in your project * Where do you make connections among your sources? (If applicable) | Source 1:  Source 2:  Source 3:  Source 4: |
| **Consistent and Concise Presentation**   * Do I maintain a consistent and concise presentation? Is my tone consistent? Are my ideas well- organized? Did I check my spelling and grammar? |  |
| **Introduction**   * Do you introduction introduce **all 4 sources?** * Do you introduce your research topic and present the problem? * Do you present YOUR side of the argument? YOUR claim? |  |
| **Conclusion**   * Do you restate your claim/ stance/ position on the problem and possible solution and summarize your reasoning? * Do you create a call-to-action statement and make clear what you want the reader to do or think after reading? * Do you describe what will happen if your solution comes to pass * Do you use ethos, pathos, or logos to strengthen your point**?** |  |
| **Citing Sources**   * Did you list your 4 sources in alphabetical order by author? * Did you list source properly formatted according to the MLA guidelines? * Did you avoid plagiarism to the best of your ability by following the rules for citations? |  |

**TRANSITIONAL WORDS AND PHRASES**

|  |  |
| --- | --- |
| **Adding More Information**  Additionally,  Also,  Furthermore,  In addition,  Most of all,  Not only will . . ., but . . . will also . . .  What is more, | **Citing Sources**  An example can be found in  \_\_\_ argues/ says…  In \_\_\_\_\_\_, it shows/ says …  It says in the article titled . . . that  According to … |
| **Comparing (Same)**  In much the same way,  Likewise,  Similarly,  **Contrasting (Different)**  Although,  However,  In contrast,  In reality,  On the other hand, | **Stating Claims/ Reasoning/ Information**  Stating Claims and Reasoning  It is a fact that...  It is obvious that…  As you can see...  Therefore...  This demonstrates…  This clearly proves that…  The evidence suggests… |
| **Providing Examples**  For example, …  For instance, …  In other words… | **Cause and Effect**  As a consequence  As a result  Because of  So  Therefore  Thus |
| **Sequencing**  After that,  Finally,  First of all,  Later,  Next,  Second, Third, etc,  Then, | **Concluding**  All things considered,  I have argued that  In conclusion,  In summary,  It is clear that  To sum up, |
| **Expressing Both Sides**  There are pros and cons…  There are advantages and disadvantages… | **Counterclaim and Refutation**  Some claim that…  Others may argue that…  This is not a sound argument because… |