Guidelines for the Annotated Bibliography
DUE: Thursday, May 2 by the beginning of class
The annotated bibliography is worth 20% of your total course grade. Bibliographies will be graded using the grading chart on the reverse.

- **Each group** selects a **minimum of 5** (more than 5 is okay!) different sources of relevant information on the topic of your team research assignment, including:
  ◦ at least 3 text-based primary sources (historical newspaper article, letter, diary, data set)
  ◦ at least 1 image-based primary source (photograph, film/video, painting/drawing)
  ◦ at least 1 scholarly or academic source (interprets or analyzes historic or current conditions; a secondary source)
  If you are unsure whether a source you'd like to use meets one of these criteria, please ask your professors.

- **At the top of the document, write a single sentence that summarizes the research question for your research group.**
  Each group submits one annotated bibliography of unique sources. Include the full names of each member of the group. Begin each annotation with the citation for each source, formatted using MLA Style. For citation help, use ZoteroBib https://zbib.org/ and/or the MLA Works Cited page of the Purdue Online Writing Lab (OWL): https://owl.english.purdue.edu/owl/resource/747/05/
- Underneath each citation, write an annotation for the source. Each annotation must be **at least** 100 words, though it may be longer.
- Accomplish all of the following in each annotation:
  ◦ Summarize – no more than 1-2 sentences; avoid quoting from the source
  ◦ Evaluate – how, and how well, does this source contribute to knowledge on your topic?
  ◦ Reflect – how does the source fit into your research? How does it help you answer your research question?

- Please write in a formal academic style; avoid first person ("I") statements. Avoid excessive jargon.
- Please proofread all written work for typographic and spelling errors and correct use of capitalization, grammar, and punctuation.
- For help and an annotated bibliography example, consult this guide from the OWL:
  https://owl.purdue.edu/owl/general_writing/common_writing_assignments/annotated_bibliographies/index.html
- Please type up your annotated bibliography in a word processing program and post it to the course site as a reduced file size PDF. Use a standard 12 point font with 1 inch margins. Annotations can be single-spaced.
- We will spend some time in class during April discussing and drafting the Annotated Bibliography.

Grading chart for your annotated bibliography:

	Insufficient (0-5 points)	Developing (6-10 points)	Competent (11-15 points)	Excellent (16-20 points)
Research	None of the sources are relevant to the topic.	Some sources are not relevant to the topic.	Most sources are relevant to the topic.	All sources are relevant to the topic.
Research	All or almost all sources used are not appropriate for the assignment, and contain inaccurate, biased, or outdated information from inexpert authors.	Most sources used are not appropriate for the assignment, and contain inaccurate, biased, or outdated information from inexpert authors.	Some sources used are not appropriate for the assignment, and contain inaccurate, biased, or outdated information from inexpert authors.	All sources used are appropriate for the assignment. They are credible sources, and are accurate, authoritative, objective, and current.
Content development	None or almost none of the annotations include a summary of the source.	Some annotations include a summary of the source.	Most annotations include a summary of the source.	All annotations include a summary of the source.
Content development	None or almost none of the annotations analyze the relationship of the source to the topic.	Some annotations analyze the relationship of the source to the topic.	Most annotations analyze the relationship of the source to the topic.	All annotations analyze the relationship of the source to the topic.
Writing style	All or almost all annotations are unfocused and unclear.	Most annotations are unfocused and unclear.	Some annotations are somewhat unfocused and unclear.	All annotations are clearly presented and fully focused.
Assignment requirements	All annotations are less than 100 words in length.	Some annotations are less than 100 words in length.	Most annotations are at least 100 words in length.	All annotations are at least 100 words in length.
Assignment requirements	One or 2 sources are annotated	Three sources are annotated	Four sources are annotated	At least 5 sources are annotated
Writing mechanics	Most sentences are grammatically incorrect.	Most sentences are grammatically incorrect.	Some sentences are grammatically incorrect.	All or almost all sentences are grammatically correct.
Writing mechanics	All sentences have errors in punctuation, spelling, or capitalization.	Most sentences have errors in punctuation, spelling, or capitalization.	Some sentences have errors in punctuation, spelling, or capitalization.	All or almost all sentences are free of punctuation, spelling, or capitalization errors.