



WRITING CENTER

- Cullom-Davis Library 311/312 ● 309-677-3254 ● bradley.edu/writeright ●

Writing an Annotated Bibliography

An *annotated bibliography* includes a list of citations organized alphabetically. Each citation is followed by a summary of the cited information derived from a journal article, book, or other written material.

What to keep in mind when writing an annotated bibliography:

- Make sure the material selected fits the general academic requirements (ex. it is peer-reviewed and selected from a reputable source such as JSTOR etc.).
- Specify the topic and research question being addressed.
- Center the title.
- Make sure the information is organized in an alphabetical order.
- The summary should be concise and include important information about the source.
- Make sure the lines are double-spaced.
- Use a hanging indent for the citations.
- Use 1 inch margins.

Additional tips:

- Brainstorm ideas.
- Create an outline to easily sort through the information.
- Proofread to check for writing errors and content.
- Make sure to look at the abstract when searching for content, as it usually summarizes the important information that can be included in the annotated bibliography.
- Keep in mind that an annotation serves to enhance the reader's understanding of the topic addressed and, as such, constitutes a brief critical analysis of the source and explains why it is important.
- Make sure you devise your work according to the appropriate writing format requirements (ex. APA, MLA, APSA, CMS etc.).
- Cullom-Davis Library website may be helpful in terms of locating relevant journal articles. Here is the link to the library website: <https://www.bradley.edu/academic/lib/>.

Still unsure about how to write an Annotated Bibliography?

Make an appointment with the Writing Center!

Library, Room 311/312

www.bradley.edu/writeright

