**ANNOTATED BIBLIOGRAPHY**

**(50 Points)**

**Assignment Description: Using APA style of source citations and the primary sources gathered for the informative speech, create an annotated bibliography. You are required to use 10 sources for this assignment.**

The main purpose of writing an annotated bibliography is to give the reader an informative description as to the accuracy, relevance, and quality of the sources that have been cited. They are critical and often describe the stand of the author.

The annotation aids the reader to decide on whether to read the whole work. They help in the formulation of a thesis on the subject matter.

The annotated bibliography also has the purpose of:

* Demonstrating the extent of research done by the writer on the subject
* Provide a list of major sources available on the subject
* Give items that may be of interest to other researchers relating to the subject
* Provide a literature review on the subject

There are two types of annotated bibliographies:

*Descriptive*

It describes why a source is useful for purposes of research on a particular subject. It gives the distinctive features and posits the author’s main arguments and conclusions. However, it doesn’t evaluate the position of the author.

*Critical*

It is also referred to as the analytical annotation. It not only summarizes the material but also analyzes what’s said. A thorough and in-depth examination is done to point out the strengths and weaknesses of what is being presented. The applicability of the author’s position to the research at hand is also described. This is the most popular annotated bibliography.

**Getting Started on Writing an Annotated Bibliography**

With the above knowledge of the types of annotated bibliographies, the next step is to get started on writing one.

***Select Your Sources***

This is done at the onset of writing the bibliography. It requires one to research widely to find records to materials that revolve around your topic.

While selecting your sources, it is important to know that the quality and utility of your bibliography will depend greatly on this selection. Therefore, you ought to define the scope of your research to enable you to know what to include and exclude. Well defined boundaries should be done.

***Review Your Findings***

Once you’ve gathered some records, review each to select those that have a wider perspective in relation to your topic. To aid you in this process, make use of the abstracts of the articles. It is easier and much objective.

***Writing Citations and Annotations***

When you write an annotated bibliography, the complete citation comes first before the annotation. The following should be included:

* The purpose of work
* Summary of Content
* Type of audience
* Relevance to the main topic
* Special features
* Any strengths, points of weaknesses or biases in the material

Most annotated bibliographies are arranged alphabetically or chronologically. Your instructor should let you know the preferred arrangement.

**Elements of an Annotation**

Authors’ qualifications; for example: “Francis B. Smith, Professor of Psychology at ABC University…”

Scope; “sets out to place Renee Descartes of 16th century England to elaborate the development of his philosophy in relation to contemporary moral philosophy.”

Audience and reading difficulty. “Francis addresses moral agents in the professional world, and his position will be clear to any educated layman.

Bias and authors stand. “Renee focuses his study on scientific aspects rather than moral aspects present in that time period.”

Parallels to other Works in the field. “Renee departs from Immanuel Kant (Kantian ethics) who developed the deontological moral theory and is convinced that moral obligation and duty should be the guiding factor when judging moral actions.”

Conclusions. This will usually comprise of findings and results.

Formats. This includes:

* The bibliography
* Glossary
* Index
* Testing instruments
* Survey tools

**Structure of an Annotation**

When writing annotations, there is a prescribed structure that should be followed. The following structure shows how to write an annotated bibliography:

***Length***

The prescribed length is normally a paragraph of 100-200 words. It should be written concisely.

***Person***

It is most appropriate to write in the third person. However, the first person may be considered for certain types of annotations.

***Language and Vocabulary***

It is recommended that one uses the language of the author to a greater extent. This aids in conveying the ideas and conclusions of the author. Your sentence structures should be varied to avoid repletion of phrases.

***Sentence Format***

Annotations work well with whole sentences. Even so, phrases and lists may be used. Vivid descriptions may be given by use of single descriptive words.

***Paragraph Format***

As mentioned earlier, there should only be one paragraph. It should have the statement of the work’s thesis; then other sentences can develop from it.

**Assessing the Value and Relevance of Your Sources**

Judging from the nature of your project, an assessment should be made on the value of the particular sources at hand. If you’re doing a research project, you need to ascertain how you’re going to use the source and also why you need you need it. For independent projects, the contribution of the source to your research on the subject should be given preference. Here’s a guideline on what to assess:

* How a source frames the research question
* How a source answers a research question
* How a source makes new connections to the subject
* How a source uses theoretical frameworks and key concepts
* If a source gathers and analyzes specific evidence that you intend to use
* The bearing of a source’s conclusions to your own findings

To effectively determine how you will use a certain source, the following aspects should be considered:

* Its value proposition
* The quality of its arguments
* It’s limitations as a source
* The effectiveness of its chosen method of investigation
* The plausibility of its evidence
* If you will draw the same conclusions from the given evidence

While doing this assessment, always bear in mind the context of your project. In addition, keep in line with how the material at hand is assessed in the respective discipline and the models available for assessing arguments.

**How to Write an Annotated Bibliography (Sample Annotations)**

Annotations come in various formats such as MLA, APA, and Chicago style.

***Sample Chicago Style Annotation***

*Richardson, Davis Elliot. Moral Philosophy. London: Routledge, 1999.*

*Richardson’s book gives a thorough analysis of the moral philosophies in the modern day world. This analysis traverses the various cultural divides. The author fronts relevant patterns and evidence backed by research. The book draws parallels to other works of philosophers and their contributions to modern day moral philosophy.*

A closer look at this annotated bibliography shows the various elements discussed previously. It consists of one paragraph, and it gives a summary of the book. The project has also been described briefly giving the main highlights.

***Sample APA Annotation***

*Bruce, A. (2002). The development of professional ethics. New Jersey: Scotts Company.*

*This book is based on the empirical research. Bruce traces the underpinnings of professional ethics and follows the long trail to the period when it was being developed in America. He attempts to trace how each discipline and career field has developed its own set of professional ethics. He goes further to show the distinctive features of various professions and the ethics they observe drawing points of convergence and divergence. The author gives his methods of research and supplements it with scholarly research. The ethical bearings are also laid bare, and limitations of his research are also evident. The research is descriptive and well-articulated.*

The above annotation has assessed the book and given a succinct summary. The author’s points of strength and limitation are also described. An evaluation has also been given on the presentation and methods of research.