Annotated Bibliography Worksheet

Part 1: Practice Citations

Tips on MLA Format:

Authors: For one author, use the author’s last name and then the first name. Example: Daniels, Erin.
For articles with two authors, see above then add a comma after the first name followed by and then the name of the second author in normal order (first/last)
Example: Daniels, Erin, and Louise Erdrich.

Article Title: Complete title and subtitle of the article. The most important words should be capitalized. Titles of articles (magazines/newspapers/journals) have “quotation marks” around them.
Example: “Welcome to the Classroom: Ten Tips for Teaching College Freshmen.”

Publisher: A publisher is the newspaper or magazine title. They should be capitalized and italicized followed by a comma.
Example: College & Research Libraries News,

Volume/Issue: If your source has this information you must include it in the following way:
Example: vol. 71, no. 8,

Publication Date: Date the item was published followed by a comma.
Example: Sept. 2010,

Page Numbers: Page number range followed by a period.

Title of container & Location: If the article was found in a database, include the name of the database and either a URL link or DOI (if available). Database should be italicized.

Example of MLA citation:
Magazine article found in CSUN database

Practice citation here:
Part 2: Practice annotations

Annotations are usually comprised of four or more sentences about a particular source. Writing this is easier than it might appear. Fill out each of the boxes to create your annotation.

Sentence #1: Summary: What was it about? What is the main point?
   Pro Tip: Avoid using the first person (words like I, we, you, etc.) here.
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

Sentence #2: Why is this source useful or relevant to your research topic?
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

Sentence #3: What conclusions are reached, and how does the author support them? Give an example from the data presented that best illustrates the value of the source.
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

Sentence #4: Evaluation: How reliable is this source?
   Pro Tip: Things to consider: Author’s credibility, content & coverage, timeliness, accuracy and objectivity.
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

To create an annotated bibliography combine part 1 & part 2, the citation immediately followed by the annotation.