

DBA 721

Annotated Bibliography Guidelines and Rubric

An annotated bibliography is an extended citation of scholarly writing that provides meaningful commentary on an article. This gives the reader a broad overview of the purpose, method, and quality of the work. Annotated bibliographies are both **informative** and **evaluative**, making them different from abstracts or executive summaries; while the latter are brief summaries of longer works, the annotated bibliography both sums up a work while critically considering its strengths and weakness.

Writing these after you have read an article will help you to read more carefully and analytically, give you practice for reading and summarizing research related to your dissertation topic, and potentially help you find sources that you may elect to include in your dissertation.

There is no hard and fast rule for length or style of an annotated bibliography. Convention is to provide the full citation (APA style is preferred) and then discuss the article in paragraph form. Annotated bibliographies are typically ½ to 1 page, single spaced. The body of each entry should include a brief (2-3 sentences) summary of each section of the article, including but not necessarily limited to:

- Background research or theory
- Main research hypotheses or question
- Method (to include participants, apparatus, and procedures)
- Results
- Discussion, especially of what the result means to the field in a practical sense

In each section, attention should be given to analysis of the strengths, weaknesses, opportunities for improvement or future research, and potential biases within the work, similar to a SWOT analysis.

The articles in which you will write each annotated bibliography on are located within the Module Pages.

If necessary, view the [Sample Annotated Bibliography](#) to see what this document should look like.

Submit each Annotated Bibliography to the Assignment box for the module in which it is due **no later than Sunday 11:59 PM EST/EDT**. (These Assignment box is linked to Turnitin.)

Dimension	Expectations	Points				Total Points
		Poor	Needs Improvement	Satisfactory	Outstanding	
Content	Provides summary background information : explanation of the general theme of the research and a broad perspective on previous research findings and theories as cited in the study.	0-11	12	13-14	15	___/15
	Provides clear explanation (not simply a restatement) of the theory or general hypothesis/hypotheses proposed.	0-11	12	13-14	15	___/15
	Provides summary of research methods including participants, instruments, and procedures, if applicable.	0-15	16	17-19	20	___/20
	Provides summary of outcomes (results and discussion): whether theory or hypotheses were supported, applications, and future directions for research; includes student's suggestions for additional applications and future directions, if applicable.	0-14	15	16-19	20	___/20
Critical Thinking	Critiques research methods where applicable/relevant: explains how and why research methods could potentially have been improved; may include summary of limitations as discussed by the authors.	0-6	7	8-9	10	___/10
Clarity	Writes and presents ideas with a logical and readable flow .	0-6	7	8-9	10	___/10
Correctness	Writes with proper grammar, spelling, formatting, and syntax .	0-5	6-7	8-9	10	___/10
Total						___/100

Points Associated with LOM Code	No Paper	1-74	75-82	83-94	95-100
LEARNING OUTCOME MANAGER (LOM) CODE	0	1	2	3	4