

An annotated bibliography is a list of citations going to be used for a formal academic assignment. It contains appropriately APA formatted reference citations for each source, and then each of those citation entries will be followed by a descriptive and evaluative paragraph, known as the annotation. The purpose of annotated bibliographies is to help students to evaluate the quality and purpose of the chosen article for their assignment.

An annotated bibliography will begin with the simple heading Annotated Bibliography centered across the top of the page in Times New Roman 12 point font. It should not be bolded, italicized, underlined, or placed in ALL CAPS.

You will need to cite your entry using APA formatting. Rules for APA can be found here: <https://owl.english.purdue.edu/owl/resource/560/05/>. Below are some of the important rules to keep in mind.

- The entire document will be double spaced. There should not be extra spaces inserted between entries.
- Entries should not be organized using bullets or numbering.
- The entries should be alphabetized by the last name of the first author of each work.
- Authors' names are inverted (last name first); give the last name and initials for all authors of a particular work.
- All lines after the first line of each entry in your reference list should be indented one half inch from the left margin. This is called hanging indentation.
- If you have more than one article by the same author, single-author references or multiple-author references with the exact same authors in the exact same order are listed in order by the year of publication, starting with the earliest.
- Italicize titles of longer works such as books and journals.
- Do not italicize, underline, or put quotes around the titles of shorter works such as journal articles or essays in edited collections.
- Only the first word of an article, the first word after a colon, and any proper nouns should be capitalized.

**See the examples below:**

**Book by a Single Author**

Author, A. A. (Year). *Book title: Subtitle after colon*. Location, State Abbreviation: Publisher.

Bender, T. (2012). Discussion-based online teaching to enhance student learning: Theory, practice and assessment. 2nd ed. Sterling, VA: Stylus Publishing, LLC.

**Book by More than One Author**

Author, A. A., Author, B. B., & Author, C. C. (Year). *Book title: Subtitle after colon*. Location, State Abbreviation: Publisher.

Aslanian, C., & Clinefelter, D. (2012). Online college students 2012: Comprehensive data on demands and preferences. Louisville, KY: The Learning House.

### **Journal Articles**

Author, A. A. (Year). Title of article. *Journal Title*, Volume(Issue), Page numbers.

Alexander, J. S., & Gardner, J. N. (2009). Beyond retention: a comprehensive approach to the first college year. *About Campus*, 14(2), 18-26.

### **Online Periodical Article**

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Periodical Title*, Volume (Issue), Page numbers.

George, J. M. (2014, July). Understanding the dangers of legalizing marijuana. *America's pharmaceuticals*, 122(10), p. 49-76.

### **Stand-Alone Online Document or Page, No Author or Date**

*Title of page*. (n.d.).

*Medical marijuana*. (n.d.).

Annotations also have rules that must be followed, as in the list below:

- You need a separate annotation for each citation, listed below the citation for the source
- Your annotation begins on the line following the end of the reference. It lines up with the indented portion of the reference
- You must provide a short summary of the source
- You must include an evaluation of the author's background/authority
- You must include information on what you believe to be the intended audience
- You must have a comparison of the work to the others on your list
- You must have an explanation of how this source supports or opposes your topic
- Your explanations has to be detailed enough to fully support your reasoning.
- Your responses need to be largely free of grammatical errors
- You need to adhere to APA formatting for spacing, font (including font color), and margins. Make sure that your entire annotation is tabbed over and not just the first line.
- Your annotations need to be in third person

**Here is an example of an annotated bibliography:**

Vasiliauskas, S. The Effects of a Prayer Intervention on the Process of Forgiveness. Psy.D.

dissertation. George Fox University, United States—Oregon. Retrieved from

Dissertations & Theses: The Humanities and Social Sciences Collection. (Publication No. AAT3445537).

This author's dissertation is on the connection between prayer and forgiveness. The author begins by asserting that there is psychological value to prayer and forgiveness outside the spiritual realm. The study posits that although much has been written and studied about both prayer and forgiveness, there is not significant data showing connections between them. The thesis examines the correlation between those who pray and their ability to forgive. Findings reveal the importance of informing clients of the benefits of prayer, as it also leads to forgiveness. Study concludes that belief in any spiritual deity results in the quest for goodness, forgiveness, and worship, and enhances general health and relationships. Vasiliauskas is in the field of clinical psychology, and she includes a variety of Christian-based sources, in addition to those that are strictly clinical or psychological in nature.