Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_

American Studies English

**American Authors: Research Project**

**Annotated Bibliography**

**Directions:** You will construct an annotated bibliography that contains three entries in alphabetical order. Your three entries will include the literary criticism packet you received from *Short Stories For Students*, and the biographical and historical sources you obtained from the databases. Each entry will be one paragraph in length in order to summarize, assess, and reflect on the source. The annotated bibliography will be in MLA format – refer to the Purdue University OWL website to review MLA guidelines: <https://owl.english.purdue.edu/owl/resource/747/01/>.

**Annotated Bibliography Overview**

A bibliography is a list of sources one has used for researching a topic. An annotation is a summary and evaluation. Therefore, an annotated bibliography includes a summary and evaluation of each source.

Writing an annotated bibliography will help you develop an understanding of a text. By reading and responding to a variety of sources on a topic, you will start to see what the issues are, what people are arguing about, and you will then be able to develop your own point of view in your thesis statement.

**Constructing an Annotated Bibliography**

After gathering all of your source citation information (author, title, publisher, date, etc.), arrange the sources in alphabetical order.

**Writing the Entries**

For each source, you should write a one-paragraph annotation entry. Your annotation should summarize, assess, and reflect. Use the questions below to guide these three points and provide the main conclusions of each source.

**Summarize**: What are the main arguments? What is the point of this source? What topics are covered?

**Assess**: Is this a useful source? How does it compare with other sources in your bibliography? Is the information reliable? Is the source biased or objective? What is the goal of this source?

**Reflect**: Is this source helpful to you? How does it help you shape your argument? How can you use this source in your research paper? Has it changed how you think about your topic?

**Sample Annotated Bibliography Entry:**

Lamott, Anne. *Bird by Bird: Some Instructions on Writing and Life*. New York: Anchor Books, 1995. Print.

Lamott's book offers honest advice on the nature of a writing life, complete with its insecurities and failures. Taking a humorous approach to the realities of being a writer, the chapters in Lamott's book are wry and anecdotal and offer advice on everything from plot development to jealousy, from perfectionism to struggling with one's own internal critic. In the process, Lamott includes writing exercises designed to be both productive and fun. Lamott offers sane advice for those struggling with the anxieties of writing, but her main project seems to be offering the reader a reality check regarding writing, publishing, and struggling with one's own imperfect humanity in the process. Rather than a practical handbook to producing and/or publishing, this text is indispensable because of its honest perspective, its down-to-earth humor, and its encouraging approach. Chapters in this text could easily be included in the curriculum for a writing class. Several of the chapters in Part 1 address the writing process and would serve to generate discussion on students' own drafting and revising processes. Some of the writing exercises would also be appropriate for generating classroom writing exercises. Students should find Lamott's style both engaging and enjoyable

**Sample Template:**

Full citation:

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Summarize:

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Assess:

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Reflect:

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Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_

American Studies English

**American Authors Research Project: Annotated Bibliography Self Editing**

**Formatting**

1. \_\_\_\_\_ Are the margins one inch?
2. \_\_\_\_\_Is the entire assignment in Times New Roman size 12 font?
3. \_\_\_\_\_Is the last name and page number in the upper-right hand corner of each page? Is it ½ an inch from the top of the page? Is it the same font as the rest of the essay?
4. \_\_\_\_\_Is there a proper heading? (i.e double spaced with your name, my name, course name, date in day Month year)
5. \_\_\_\_\_Is there a title (“Short Story Title”: An Annotated Bibliography), Times New Roman 12 font without being bolded or underlined?
6. \_\_\_\_\_Are your MLA citations and paragraphs organized by alphabetical order (according to the first word in the citation) and NOT numbered?
7. \_\_\_\_\_Is each source properly cited in MLA format? Use the OWL to verify.
8. \_\_\_\_\_Does each MLA citation have a hanging indent if it goes onto a second line?
9. \_\_\_\_\_Is each paragraph following the citation indented with a hanging indent as well?

**Content**

1. \_\_\_\_\_Do you have three MLA citations that are organized in alphabetical order? Is each MLA citation followed by a paragraph (the annotation)?
2. \_\_\_\_\_The paragraph: For each paragraph, highlight the sentences of summary. Do you have a minimum of 3 sentences? If not, revise so that you do.
3. \_\_\_\_\_The paragraph: For each paragraph, highlight the sentences of assessment. Do you have a minimum of 3 sentences? If not, revise so that you do.
4. \_\_\_\_\_The paragraph: For each paragraph, highlight the sentences of reflection. Do you have a minimum of 3 sentences? If not, revise so that you do.
5. \_\_\_\_\_ For each paragraph, underline the first word of every sentence.
6. \_\_\_\_\_If you use the same word to start a sentence more than once per paragraph, circle them and draw lined to connect them. (Rule: you should only use a word once per response at the beginning of a sentence)
7. \_\_\_\_\_Fix the sentences in your draft.
8. \_\_\_\_\_Sentence Structure: Check the sentences in your draft for sentence structure. Make sure that there are not more than two sentences in a row that have the same sentence structure. Make the necessary revisions.
9. \_\_\_\_Repetition: Circle the words that are used more than once (rule: try to use “important” words only once per paragraph). Replace the words.
10. \_\_\_\_Commas: Circle every comma. Does it need to be there? Add the commas that are missing.

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_

American Studies English

**American Authors Research Project: Annotated Bibliography**

**RUBRIC**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **4** | **3** | **2** | **1** |
| **Content** | Your sources are interesting and they are all clearly related to your topic. | Your sources are interesting and most are clearly related to your topic. | Your sources cover your topic, but they are less interesting and the relationship to your paper is less clear. | Few, if any, of your sources are related to your topic.  You seem to have no real interest in your paper. |
| **Relative Importance to Subject** | You select a variety of research sources that are all written at the appropriate level for this paper’s purpose.  The connection between your sources and your topics are clear. | You select a variety of research sources & most are written at the appropriate level for this paper’s purpose.  In most cases the connection between your source & the topic is clear. | The sources you  selected are less varied, but most are written at the appropriate level for this project’s purpose.  At times the connection between the sources and your topic is unclear. | You select mostly  one source type (i.e., Internet sites, books, etc.)  Quite often the connection is unclear if there is one at all. |
| **Annotation: Includes all 3 points (summarize, assess, and reflect)** | Your annotation follows the 3 points and provides the main conclusions of each source. | You clearly  summarize the main  conclusions of each of your sources and include most of the 3 points for annotations. | You clearly  summarize the main  conclusions of each of your sources, but  fail to include most of the annotation points. | You try to  summarize your  sources, but have  trouble focusing on  the main idea. You  make little or no attempt to include all 3 points for annotations. |
| **Grammar & Spelling (Conventions)** | Writer makes no errors in grammar or spelling that distract the reader from the content of the essay. | Writer makes 1-2 errors in grammar or spelling that distract the reader from the content of the essay. | Writer makes 3-4 errors in grammar or spelling that distract the reader from the content of the essay. | Writer makes more than 4 errors in grammar or spelling that distract the reader from the content of the essay. |
| **MLA Format/Elements of the Writing Process** | Assignment is in MLA format and all elements of the writing process are included. | 1-2 mistakes in MLA format; some elements of the writing process may be missing. | 3-4 mistakes in MLA format; some elements of the writing process may be missing. | Numerous mistakes in MLA format. Many elements of the writing process are not present. |