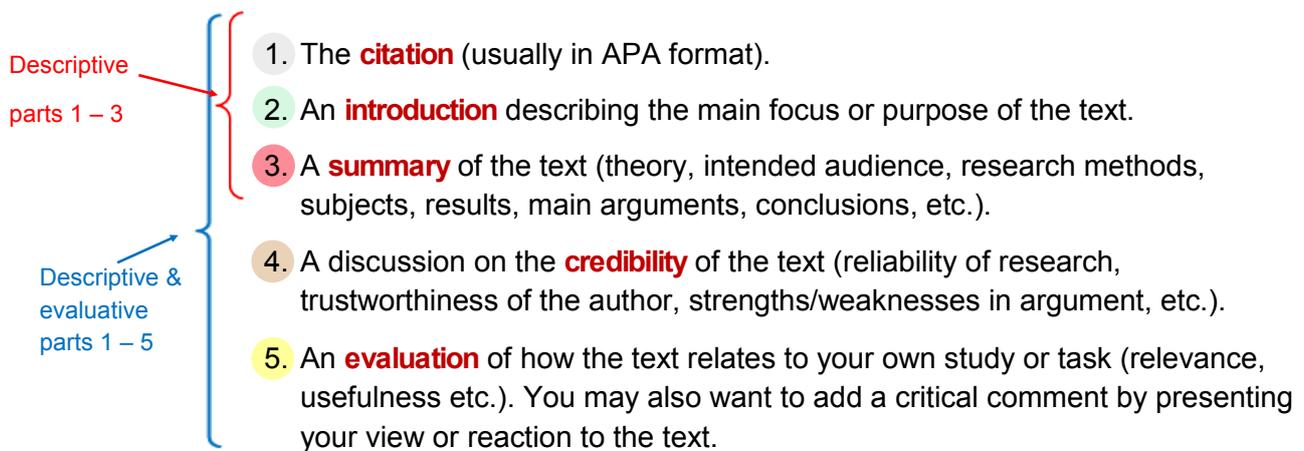An annotated bibliography is a list of references to books and articles that have been published on a given topic. Unlike a reference list at the end of an essay, each citation is followed by a paragraph (the annotation) that briefly summarises and evaluates the content of the writing. The purpose of the annotation is to inform the reader of the writing's relevance, accuracy, and quality.

## Layout

The annotation may be **descriptive** (see parts1-3 below); or **descriptive and evaluative** (see parts 1-5 below). Check what your lecturer requires you to do. The layout should follow this order:

Descriptive parts 1 – 3

Descriptive & evaluative parts 1 – 5

1. The **citation** (usually in APA format).

2. An **introduction** describing the main focus or purpose of the text.

3. A **summary** of the text (theory, intended audience, research methods, subjects, results, main arguments, conclusions, etc.).

4. A discussion on the **credibility** of the text (reliability of research, trustworthiness of the author, strengths/weaknesses in argument, etc.).

5. An **evaluation** of how the text relates to your own study or task (relevance, usefulness etc.). You may also want to add a critical comment by presenting your view or reaction to the text.

## Example of a bibliography entry (in APA format)

| 1. Citation | Palomo-lovinski, N., & Hahn, K. (2014). Fashion design industry impressions of current sustainable practices. *Fashion Practice, 6 (1)*, 87–106. doi: 10.2752/175693814X13916967094911 |
|---|---|
| one space | |
| 2. | This article examines existing sustainable practices within the fashion industry and explores the possible links to design education. The authors propose that |
| 3. Summary | sustainability is largely ignored by the industry and changes are needed at the tertiary level to instil real knowledge around environmental and social concerns. They highlight the shortcomings in the curricula by surveying 35 working designers with tertiary qualifications. The main limitation of the article is that the |
| 4. Credibility | research was conducted exclusively in the USA and did not take into account any reforms in design education that may be occurring elsewhere. Therefore, |
| 5. Evaluation | while this article is useful to draw attention to unsustainable practices in the fashion industry, it may not truly reflect practices here in New Zealand. |

| Parts | Examples |
|---|---|
| **1.**<br><br>Citation | **Example of an APA reference**<br><br>Drewery, W. (2004). *Human development in Aotearoa: A journey through life.* Auckland, New Zealand: McGraw-Hill. |
| **2.**<br><br>Introduction | **Examples of sentence starters**<br><br>In this article, Drewery reviews/examines/reports/describes/researches …<br><br>The author's purpose is to/investigate/challenge/highlight/reveal/show/define…<br><br>This article outlines/looks at/focuses on/contrasts/aims to ... |
| **3.**<br><br>Summary | The main findings of the study include/are/show/identify ...<br><br>The author describes/relates/demonstrates/concludes/compares/argues …<br><br>The research methodology comprises/uses/includes ... |
| **4.**<br><br>Credibility | The author provides a strong theoretical …<br><br>One limitation of this study is ...<br><br>There is a lack of supporting evidence which ... |
| **5.**<br><br>Evaluation | It is relevant to the writer's own research because …<br><br>This article will assist …<br><br>Because the article is recent and from a reliable source …<br><br>As the results of the research cannot be ... |

## Writing style

An annotated bibliography is a piece of formal academic writing and follows the general rules for all academic writing:

- Arrange in alphabetical order.

- Write in a single paragraph (usually about 100-300 words, but check with your lecturer).

- Write in full sentences using academic writing style.

- Generally, present tense, impersonal writing, should be used.

- Use transition words (e.g. furthermore, moreover, however, therefore …).

- Be concise – mention only significant details in your summary.

- Do not repeat information (e.g. the title) that is already in your citation.

For more information on annotated bibliographies go HERE

To watch a short video on annotated bibliographies go HERE