

"Step Sheet: Formatting an Annotated Bibliography"

An annotated bibliography is lists your sources. Each citation is followed by a brief description, the annotation, which explains the relevance and quality of the source cited.

1. List entries in alphabetical order, according to the first word in the entry.
2. Each entry should be formatted as this example indicates:

Jones, Howard, and Richard M. Ludwig. Guide to American Literature. Cambridge: Harvard 1972.

A guide listing works presenting the intellectual, sociological, and political backgrounds of American literary history. Includes an extensive reading list on American literature.

Rush, Theresa. Black American Writers Past and Present. Boston: Scarecrow, 1975.

Includes over 2000 black American writers, living and deceased, from Africa and the West Indies who live and/or publish in the United States. Includes biographical and bibliographical references.

3. The first line of each entry is flush with the left margin. The remainder of the entry is indented.
4. Double-space between the bibliographic information and the annotation.
5. Double space between the annotation and the next entry.