

Annotated Bibliography

- **Annotated Bibliography Definition:** A list of citations to various sources, each followed by a brief descriptive and evaluative paragraph.
- **Purpose:** Helps track sources, summarizes readings, informs about relevance and quality, evaluates findings, and records personal reactions.
- **Writing Process:** Involves a literature search to find relevant materials, with guidance available from the UNT Dallas Library if needed.
- **Annotation Components:** Should include a summary of the document's theme, evaluation of the author's credibility, intended audience, strengths and weaknesses, and relevance to your own work.

Error	Solution
<p>Incorrect citation (missing punctuation, incorrect spacing, missing information, etc.)</p>	<p>Make sure you follow the citation guides exactly as they are written. Double and triple check for missing periods and commas, author names, dates, and spacing.</p>
<p>Not using “hanging” indent for citations</p>	<p>A hanging indent is when all lines EXCEPT FOR THE FIRST line are indented (see example below). To create a hanging indent in word, follow these steps:</p> <ol style="list-style-type: none"> 1. Place your cursor at the beginning of your citation and highlight it. 2. Right click your mouse 3. Select <i>Paragraph</i> from the resulting pop up menu 4. Under <i>Indentation</i>, use the <i>Special pull-down menu</i> to select hanging 5. Use the <i>By menu</i> to select 0.5" 6. For multiple citations, make sure you hit enter after each citation and repeat steps 1-5.
<p>Not knowing your own argument</p>	<p>What is the general direction on your research paper? What questions are you trying to answer? Make sure you do this BEFORE you begin looking for your resources.</p>
<p>Too many direct quotes and incorrect paraphrasing</p>	<p>Remember, the purpose of annotations is to write a summary in your own words. Only pull in direct quotes if you know that quote will be used in your final paper.</p> <p>Similarly, make sure that your interpretation or your paraphrasing is correct—often times, students convolute the true meaning of something written by someone else. Take the time to truly understand the author’s point, perspective, and statement before you paraphrase it.</p>