

## Preparing an Annotated Bibliography Using MLA Format

An annotated bibliography is a list of citations for books, articles, and other materials used in your essay. Each citation is followed by a brief (usually about 50 words) descriptive and evaluative paragraph, the annotation. The annotation will inform the reader of the relevancy, accuracy, scope, and quality of the sources cited.

The annotation must be written in complete sentences. Summarize the focus of the source and how it contributes to your project.

Physical set up:

Use hanging indents

Double space throughout

No extra spaces between citation/annotations

Include all sources in one alphabetical listing (do not separate into books, articles, etc.)

Alphabetize by author's last name or first key word in the title if there is no author

Use correct MLA format for the citations

The annotation continues the citation (see example below)

### Sample Annotated Bibliography

Clarke, Thurston. *Ask Not: The Inauguration of John F. Kennedy and the Speech That*

*Changed America*. New York: Holt, 2005. Print. Clarke presents a detailed discussion of Kennedy's Inaugural Address. He provides background material on the drafting of the speech, including suggestions from Sorensen and others. Of particular value is the analysis of each section of the document.

Golden, James L. "John F. Kennedy and the 'Ghosts.'" *Quarterly Journal of Speech*

52.4 (December 1966): 348-357. *Communication & Mass Media Complete*.

Web. 13 July 2009. This article is helpful in addressing the concern

that Kennedy did not write the Inaugural Address and that it was written by

Sorensen. Golden shows how Kennedy utilized the ideas of his advisors

throughout his presidential campaign, including speech writing and in the

presidential debates. Contributions of Galbraith and Stevenson are detailed.

