

# ANNOTATED BIBLIOGRAPHY

## What is it?

An annotated bibliography provides information about the variety of research available for a particular topic. It will usually contain a list of sources (in APA style) with short summaries of each source below. The purpose of an annotated bibliography is to help you as the writer gain an understanding of the literature available for a particular topic.

## Content

Annotated bibliographies generally contain the full referencing details, followed by a summary paragraph of what the reference is about. Check the marking criteria for other information you may need to include.

Generally you are not required to give *all* the details of the source, only the most significant details.

## Structure

Annotated bibliographies begin with the full reference for the source, followed by a paragraph (or more depending on your instructions) that describes and/or evaluates the source. You could be asked to write about a variety of things about the source.

Some examples might be:

- Summary of the resource and what it was about
- How this source fits in to the larger body of research in this area
- Identifying research methods/key theories/concepts/arguments
- Evaluating the quality of the source.

The bibliography should be structured in alphabetical order.



## Style

Annotated bibliographies are written in a formal academic style, and are usually in 3<sup>rd</sup> person. Annotated bibliographies also:

- use full sentences (avoid dot points)
- use [transition words](#) between ideas
- don't repeat the title in your summary, as it is already given in the citation
- Follow [our guide](#) to writing academically

## Common Language Used

- The following article outlines...
- The authors highlight/describe/analyse/assess....
- The purpose of the article is to ascertain/evaluate/examine....
- This article provides readers with more knowledge about the topic of.....
- This research will assist...
- However, this article has limitations including...
- This article would be useful for practitioners because....

# Annotated Bibliography Sample

Richardson, J., Sheean, L., & Bambling, M. (2009). Becoming a therapist or counsellor: A survey of psychotherapy and counselling trainers. *Psychotherapy in Australia*, 16(1), 70-80.

Correct APA 7 style referencing for a journal article. **NB If a DOI exists, you must include it.**

**Richardson et al. (2009) have conducted research** about how to become a therapist or counsellor in the Australian context. **The authors highlight that** there is limited research about the typical pathways that people take to become a therapist or counsellor, and therefore conducted a survey where 37 practitioners in the field were asked questions regarding their career pathway. In particular, **the findings**

Clear introduction to what the article is about. Do not indent the first line. Indent the entire annotation 1.27cm from the left.

**from this study indicate that** there is a large diversity of entry pathways into a career in counselling and therapy, which presents both challenges and opportunities for students interested in studying this field.

Highlighting the major findings from the article.

Moreover, **this article also found that** some of the most common factors included a commitment to study, ideally with some practical experience and/or supervision, an ability to analyse, and individual life experience.

Examples of the key findings outlined.

**Overall, this article provides** a unique insight into the diversity of pathways taken by professionals in the counselling and therapy field. Although the research is preliminary and its qualitative approach may lead to some limitations in terms of the interpretation of the data collected, **this article will still serve as** a useful source of information for potential students looking to study in this field. (191 words)

Overall summary provided of the article, with limitations acknowledged, and reference to its usefulness in the field.

**\*\*highlighted language that is typical of an annotated bibliography\*\***

# TIPS AND CHECKLIST

## Tips

1. Pay attention to the source type. Are you referencing a journal article, book chapter or report? Use [the library referencing guide](#) to make sure you are including the correct referencing details as the requirements changes for each source.
2. If you are having trouble finding the DOI for your source, try searching the title in a metadata search on <https://www.crossref.org/>.
3. Use the [library REVIEW criteria](#) to assess if you are using academic sources.
4. Remember the annotated bibliography feeds into your next assignment. Therefore, clarify any questions you have about your next assignment with your teacher.
5. Make use of the library website – you [can save and organise all your research via your library login](#).
6. Often one good article can provide links out to other articles. Using core readings from class and identifying keywords is an easy way to get started. Check out this video from the library on [how to find journal articles for an assessment task](#).
7. Download and save all your articles into folders for example *Initial Research for Annotated Bib*, then create a folder within that called something like, *Articles Used*. This will help with referencing and other assessment tasks.
8. Highlight and take notes on your articles either online or on hard copies. You will come back to these in future assessments.

## Annotated Bibliography Checklist

- I have [formatted my document in APA style](#)
- My reference entries are in alphabetical order
- My [reference entries follow APA style](#)
- I have [referenced in-text correctly](#)
- I have used [formal academic language](#)
- I have [checked my turnitin report](#) and paraphrased well
- I have summarised and evaluated the main ideas of the source