Annotated bibliography

• An annotated bibliography may be set as a separate task, or it may be part of a report.

• You may be given a reading list of books, chapters, journal articles and materials from the Internet, or you may be required to search independently for materials on a topic.

• The key is always to consider the relevance of the text to your area of context.

• Imagine that your audience has not read the text, and you are giving a concise overview of it for the purpose of using it to investigate an issue.

• They may want to know the following:
  1. the strengths and weaknesses of the text
  2. its place in, and its relationship to, the field of research in the topic
  3. how it contributes to the field of research
  4. if the information is sound, logical and well researched
  5. if it is broad and balanced
  6. the intended audience
  7. the aims and theoretical bases of the text.

• Structure:
  1. Full bibliographical details of the text according to the prescribed referencing system
  2. Summary – retell the main points, identifying the particular theoretical or political perspective on which it is based. Be concise.
  3. Critique. Evaluate briefly – Who is the intended audience? Is it useful and relevant for this topic? On what assumptions is it based? Does it have a particular bias?
Adapted from the following sources:
