
AL III

Session 6

Writing an Annotated Bibliography

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Outline

- Writing Annotated Bibliographies
 - Activity 1 – Brainstorming / Discussion
 - Annotated Bibliographies: What and Why
 - A good annotated bibliography
 - An annotated bibliography includes...
 - Types of annotations
 - Summary annotations
 - Critical annotations
 - Combined annotations
 - Activity 2 - Analysing sample ABs
 - Activity 3 - Writing an annotated bibliography of a paper

Activity 1

Spending about 10 minutes, brainstorm key information pertinent to Annotated Bibliographies and share it with the class.

Use the following question prompts to guide you:

- What is an annotation?
- What is a bibliography?
- What is an annotated bibliography?
- Where might you encounter an annotated bibliography?
- Why might one consider writing an annotated bibliography?

What is an annotated bibliography?

As opposed to a list of **references** or a **bibliography** that provides just the details of the author and publication details of each source that you have cited in your paper, an **annotated bibliography**:

- provides brief but specific information about the subject field of the study
- and
- assesses its usefulness and relevance to the field (following each reference)

Why write an annotated bibliography?

Writing ABs:

- encourages to think critically about the content of the source, its place within its field, and its relation to your own research and ideas.
- proves you have read and understood your sources.
- situates your study and topic in a continuing professional conversation.
- provides a way for others to decide whether a source will be helpful to their research if they read it.

A 'good' annotated bibliography:

- provides a compilation of sources with intelligent insight; which is not just a summary of the content of an article, but also a critical analysis
- provides a quick reference for useful definitions and key ideas
- provides an overview of the field so that you are aware of the work already done in the field and can make a genuine contribution without repetition

Annotated bibliography includes:

1. Bibliography according to the appropriate citation style (IEEE, MLA, APA, CBE/CSE, etc.).
2. Explanation of main points and/or purpose of the work—mainly, its thesis.
3. Verification or critique of the authority or qualifications of the author.
4. Comments on the worth, effectiveness, and usefulness of the work in terms of both the topic being researched and/or your own research project.
5. (If applicable) The point of view or perspective from which the work was written. For instance, you may note whether the author seemed to have particular biases or was trying to reach a particular audience.
6. (If applicable) Relevant links to other work done in the area, like related sources, possibly including a comparison with some of those already on your list. You may want to establish connections to other aspects of the same argument or opposing views.

Sample Annotated Bibliography Entry [3]

*Key elements are
numbered and
labeled*

(1) Trevor, C.O., Lansford, B. and Black, J.W., 2004, 'Employee turnover and job performance: monitoring the influences of salary growth and promotion', Journal of Armchair Psychology, vol 113, no.1, pp. 56-64.

(2) In this article Trevor et al. review the influences of pay and job opportunities in respect to job performance, turnover rates and employee motivation. (3) The authors use data gained through organisational surveys of blue-chip companies in Vancouver, Canada to try to identify the main causes of employee turnover and whether it is linked to salary growth. (4) Their research focuses on assessing a range of pay structures such as pay for performance and organisational reward schemes. (5) The article is useful to my research topic, as Trevor et al. suggest that there are numerous reasons for employee turnover and variances in employee motivation and performance. (6) The main limitation of the article is that the survey sample was restricted to mid-level management, (7) thus the authors indicate that further, more extensive, research needs to be undertaken to develop a more in-depth understanding of employee turnover and job performance. (8) This article will not form the basis of my research; however it will be useful supplementary information for my research on pay structures.

Key

(1) Citation

(2) Introduction

(3) Aims & Research methods

(4) Scope

(5) Usefulness (to your research/ to a particular topic)

(6) Limitations

(7) Conclusions

(8) Reflection (explain how this work illuminates your topic or how it will fit in with your research)

Types of annotations:

1. Summary annotations
 - Informative annotation
 - Indicative annotation
2. Critical/evaluative annotations
3. Combined annotations

1. Summary Annotations:

- **Informative annotation:** may look like straight summaries of the source material, but often it is more of a summary with relevant information about the author or the work itself.
- **Indicative annotation:** does not attempt to include actual information from the argument itself. Instead, it gives general information about what kinds of questions or issues are addressed by the work.

2. Critical/evaluative Annotations:

Evaluative annotations do not just summarize. **In addition to tackling the points addressed in summary annotations, evaluative annotations:**

- evaluate the source or author critically (biases, lack of evidence, objective, etc.).
- show how the work may or may not be useful for a particular field of study or audience.
- explain how researching this material assisted your own project.

3. Combined Annotations:

An annotated bibliography may combine elements of all the types. In fact, most of them fall into this category: summarizing and describing as well as evaluation.

Activity 2:

A) In pairs, refer to **the Sample Annotated Bibliography** and examine its structure, type, organization, and contents (key elements). Number/Label them and share your analysis with the class.

1) **How academe discourages women from entering the sciences**

▣ *Do Babies Matter?: Gender and Family in the Ivory Tower*

New Brunswick: Rutgers University Press, 2013.

This book by Mary Ann Mason, Nicholas H. Wolfinger, and Marc Goulden explores the role of family formation in discouraging women from pursuing graduate degrees and becoming faculty members in the sciences. It addresses issues like the dearth of female role models and “the baby penalty,” (how women with children are far less likely to receive tenure than childless women or men with or without children). The authors include recommendations for addressing these inequalities such as entitlements, rather than special accommodations, like tenure-clock stoppage and parental leave, that are available to both men and women. Read more, including recommendations for greater gender equity, in Nicholas H. Wolfinger's article "For Female Scientists, There's No Good Time to Have Children" in *The Atlantic* [here](#).

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- 2) 58. Colberg, R. D.; Morari, M. Area and Capital Cost Targets for Heat Exchanger Network Synthesis with Constrained Matches and Unequal Heat Transfer Coefficients. *Comput. Chem. Eng.* **1990**, 14 (1), 1–22.

This paper presents two transshipment NLP formulations to calculate the area target and capital cost target for HENS problems. Given any specified number or set of matches and different heat-transfer coefficients and cost laws, this method is designed to predict the tradeoff between area or cost and the number of matches and the effect of forbidden matches upon the minimum area or cost. The solution provides the area or cost target, temperature profiles for each stream, and distribution of heat loads and areas among specific matches.

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3)

<i>Citation (Author, year)</i>	<i>Research method</i>	<i>Theory/concept</i>	<i>Findings</i>
Baets, W. (1992). Aligning Information Systems with Business Strategy, <i>IS and Business Strategy Alignment</i> 1(4): 205–213.	Case study $N = 150$ managers	The Strategic Alignment Process of MacDonald (1991) and the Enterprise-wide Information Model of Parker, Benson and Trainor (1988) were used as a precursor to the introduction of an extended model for the strategic alignment process.	This paper develops an alternative approach to IS and business strategy alignment, based on the observation that corporate strategy is either unknown or un-adaptable once it is fixed. It argues, therefore, that <i>ex post</i> IS alignment will seldom be a success. The proposed approach is based on the current theoretical concepts in information management, linking them in a framework and integrating the process of corporate strategy definition with the process of IS strategy definition.

Activity 3:

Work on the same research topic and create an annotated bibliography of 3 - 5 entries. Use 'combined annotations'.

Submit for feedback.

References:

- [1] <https://writingcenter.unc.edu/tips-and-tools/annotated-bibliographies/>
- [2] http://users.clas.ufl.edu/msscha/eng3246/ann_bib.html
- [3] <https://www.student.unsw.edu.au/annotated-bibliography>