



Creating an Annotated Bibliography

- An **Annotated Bibliography** cites and critically evaluates each of the secondary sources you plan to use to support your Extended Essay.
- Creating an **Annotated Bibliography** will help you identify reliable and relevant secondary sources to support your Extended Essay.
- Each **Annotation** answers the questions below.

Bibliographic information:

- *Author*
- *Title of paper/article/chapter/web page*
- *Title of Journal/Book/Website*
- *Year of publication*
- *Publisher, URL, or DOI*
- *Page numbers (if available)*

Who is the author?

- *The author is a professor/researcher at _____ University.*
- *The author has published several works on this topic.*
- *The author is a professional _____ at _____ (company).*
- *The author is a governmental department or educational institution.*
- *Other. The author is _____.*
- *The author's credentials do not confirm his/her authority in this field.*
- *It is not possible to establish the author's credentials.*

What is the main theme?

Is the research objective, reliable, and valid? (Support)

- *The methodology is clear, the data/analysis is presented objectively, and the research question is supported by the evidence.*
- *The author provides links to supporting evidence and/or a bibliography*
- *The methodology/data/analysis is unclear; and/or conclusions are not supported by evidence.*

How is this resource useful for my essay? (Usefulness)

- *The analysis in this study provides a framework for my investigation.*
- *My primary research will be based on the methodology described in this research.*
- *This resource gives insight into/ details about/ examples of my topic.*
- *This resource takes a balanced look at/ gives a critical account of my topic.*
- *Other _____*



1. Create an **Annotation** for each of your secondary sources.
2. Put them all together to form an **Annotated Bibliography**.
3. Synthesize your Annotated Bibliography into a **Literature Review**.

Example Annotation of a secondary source

The source below is used in a paper asking this research question:

To what extent are secret government programs in the United States justified by their effectiveness in ensuring national security?

Bibliographic information	Maret, Susan. "Intellectual freedom and U.S. government secrecy." <i>The Library Juice Press handbook of intellectual freedom: Concepts, cases, and theories</i> , edited by Mark Alfino & Laura Koltutsky, 2014, Library Juice Press, pp. 247-281.
Author	Dr. Susan Maret is an academic and government librarian and faculty member in Library and Information Sciences at San Jose State University. She has published extensively on issues involving government secrecy.
Theme	This chapter explores dysfunctional government secrecy. Sustained by Executive Orders and legislation, the National Security State relies on censorship, propaganda, and surveillance. Bureaucratic power structures thrive, but intellectual freedom suffers.
Support	This research is well supported by relevant legislation, case histories, and scholarly literature. It takes a balanced look at how secret government programs pose a threat to intellectual freedom.
Usefulness	This paper provides a basis for investigating the ways in which secrecy perpetuates the uncontrolled self-empowerment of the executive branch of the United States Government.

Example Literature Review (of 5 secondary sources, including the source annotated above)

Existing studies on the tension between secret government programs and democratic civil rights explore the topic from a theoretical standpoint, examine legislation, and review case histories. Mason theorizes about the concept of information as "a source of power" (40-41). Jensen explores how new ideas that threaten established power structures are "controlled, repressed, or eliminated through censorship" (28). Hauptman, referring to court rulings and case studies, argues that any attempt on the part of the United States government to curb free speech, including censorship, is unconstitutional (16). An opposing claim is that there are exceptions to free speech, particularly when safety is threatened (Etzioni). Maret claims that censorship, which is inextricably linked to secrecy, is at odds with intellectual freedom (256-257). "Dysfunctional government secrecy" is described as the improper use of secrecy by means of censorship, propaganda, and surveillance (248). This scholarly literature provides a groundwork for further investigation into the justification of secret government programs.