

Annotated Bibliography

ببليوجرافيا شارحة

An annotated bibliography provides a brief account of the available research on a given topic. It helps you get acquainted on research on a specific topic. It is a list of research sources that includes concise descriptions and evaluations of each source. The annotation usually contains a brief summary of content and a short analysis or evaluation.

The Objectives of the Annotative Bibliography

- Enhance your skills in literature search
- Determine the scope of sources available on the topic
- Review the literature on a particular topic
- Explore and organize sources for further research
- Highlight sources that could be useful to other researchers

What does it look like?

An annotated bibliography starts with the bibliographic details of a source (**the citation**) followed by a brief annotation. As with a normal reference list or bibliography, an annotated bibliography is usually arranged alphabetically according to the author's last name. An annotated bibliography summary should be about 100 - 200 words per citation, but could possibly reach as few as 50 words in certain few circumstances.

The preferred citation style is the APA style (The American Psychological Association). Nevertheless, the student may choose a different style such as MLA (The Modern Language Association) or another style depending on their preference. What is important is that all citations follow the same style and be written exact and accurate without style, content, or grammatical errors.

The contents of the annotation

sample

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.

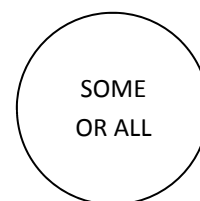
² In this article Trevor et al. review the influences of pay and job opportunities in respect to job performance, turnover rates and employee motivation. ³ The authors use data gained through organisational surveys of blue-chip companies in Vancouver, Canada to try to identify the main causes of employee 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)

The following **contents** *can all be included or partly included* depending on the source, the word limit and the important elements that you wish to include or highlight.

1. Full bibliographic citation (a must include)
2. Background of author (optional)
3. Content and scope
4. The main argument (a must include)
5. The research methods used
6. The intended audience
7. Identify any distinguishing features
8. Main or relevant conclusions
9. Usefulness to topic or research in general
10. Relevance to your topic
11. Strength and limitations
12. Your view or reaction



Conditions for the References

After a thorough search you should COLLECT as many as **100** reference. MORE than HALF should be refereed articles from international journals, the remaining could be books, theses & dissertations, conference publications, unpublished reports, etc.

Stages of submission

Assignment 2A (Work in progress) - Submit an initial list of references: the purpose is to identify the scope of available sources on your chosen subject and potential problems of the process of literature search

Due date: Sunday 18-3-2012

Assignment 2B (Work in progress) – Initial/Incomplete Annotated Bibliography: the purpose is to check upon your progress with the reading and writing of the annotations prior to final submission

Due date: Sunday 1-4-2012

ASSIGNMENT 2 – **The Annotated Bibliography** (Full and Complete)

Due date: Sunday 15-4-2012