

Writing a Bibliography

What is a bibliography? A bibliography is a list of sources that you used to get information for a report.

Why is it important to include a bibliography? You need to give credit for all ideas that are not your own. You need to include enough information so readers can find the sources that you use.

Why do I need to include the date for Internet sources? Sites on the Internet are constantly changing. The site you used today may not be there next week or the information may change so you need to include the date you looked at the information.

How do I set up a bibliography? List your sources in alphabetical order at the end of your report.

What do I need to include? Each type of resource has specific information you need to include. Examples are listed below.

FORMAT

Books by one author:

Author's last name, Author's first name. Title of Book. Place of Publication: Publisher, Year of Publication (Copyright date).

Example

Hoffman, Nancy. South Carolina. New York: Benchmark Books, 2001.

Books by two authors:

First author's last name, First name, **and** Second author's first & last name. Title of Book. Place of Publication: Publisher, Year of Publication.

Example

Skurzynski, Gloria and Alane Ferguson. Cliff-hanger. Washington, D.C.: National Geographic Society, 1999.

Books by three or more authors:

If there are more than three authors, you can list only the first author followed by the phrase **et al.** (abbreviation for the Latin phrase "and others") in place of the other authors' names.

Example

Cooke, Jean, et. al. History Timeline. New York: Crescent Books, 1981.

Encyclopedia Articles:

Encyclopedia Title. Edition Date. Volume Number, "Article Title," Page numbers.

Example

World Book Encyclopedia. 2005. Volume 10. "Indiana," pp.196-219.

Magazine Articles:

Author's last name, first name. "Title of Article." Name of Magazine. Date or Volume of Magazine: Page number of the article.

Example

Keiser, Jonathan M. "Working on Site a Giza." Calliope. September 2001: pp. 44-45.

World Wide Web:

Author's last name, author's first name. (If there is one.) "Title of Article." Name of Site. Date of posting or update. Date you accessed the site. <URL.>

Example

"Antietam National Battlefield." National Park Service. 12 January 2007. 17 January 2007. <http://www.nps.gov/anti/index.htm>.

Email (or other personal communication):

Author. "Title or subject of message." **Email to** person's name. Date of the message.

Example

Larry Jones. "Writing a bibliography." Email to Fred Smith. 17 January 2007.

Interview:

Full name (Last, first). **Personal Interview**. Date of Interview.

Example

Smith, Fred. Personal Interview. 12 December 2006.

Sources:

Gubitosi, Rich. "How to Write a Bibliography." New York Public Library. 17 January 2007. <http://teenlink.nypl.org/bibliography.html>.

"How to Write a Research Paper." Fact Monster Homework Center. 17 January 2007. <http://www.factmonster.com/homework/t8biblio.html>.

"Using Modern Language (MLA) Format." Purdue Online Writing Lab (OWL). 31 Oct. 2006. 17 January 2007. <http://owl.english.purdue.edu/owl/resource/557/01/>