CREATING AN ANNOTATED BIBLIOGRAPHY IN CHICAGO STYLE

The *Chicago Manual of Style* is a writing and referencing style guide used in history and other disciplines.

**General Guidelines**

**DESCRIPTIVE OR SUMMATIVE**
Annotations can be **descriptive**, summarizing the authors’ qualifications, research methods, and arguments.

**EVALUATIVE**
Annotations can **evaluate** the quality of scholarship in a book or article. This type of annotation considers the logic of authors’ arguments, the quality of their evidence, identifies gaps or strengths, and might compare the work to another author’s position on the same topic. Your findings can be positive, negative, or mixed.

Your professor might also want you to **explain why the source is relevant** to your assignment.

**SAMPLE PAGE: CHICAGO-FORMATTED ANNOTATED BIBLIOGRAPHY**

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Fethullah Gulen has founded a movement that attempts to be modernist, nationalist, Islamic, and democratic all at the same time. The article is a brief survey of Gulen, covering his life and influences, the foundations of the movement, the relationship to the military and Islamic community. The secular elites are
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covered, but not in any great depth. The authors provide a well reasoned and insightful analysis of the significance of the movement, and conclude that Gulen's role will be an important one as a religious leader in modern Turkey, despite the multiple conflicting interests of his followers.


Ken Battle draws on a close study of government documents, as well as his own research as an extensively-published policy analyst, to explain Canadian child benefit programs. He outlines some fundamental assumptions supporting the belief that all society members should contribute to the upbringing of children. His comparison of child poverty rates in a number of countries is a useful wake-up to anyone assuming Canadian society is doing a good job of protecting children. Battle pays particular attention to the National Child Benefit (NCB), arguing that it did not deserve to be criticized by politicians and journalists. He outlines the NCB’s development, costs, and benefits, and laments that the Conservative government scaled it back in favour of the inferior Universal Child Care Benefit (UCCB). However, he relies too heavily on his own work; he is the sole or primary author of almost half the sources in his bibliography. He could make this work stronger by drawing from others’ perspectives and analyses. However, Battle does offer a valuable source for this essay, because the chapter provides a concise overview of government-funded assistance currently
available to parents. This offers context for analyzing the scope and financial reality of child poverty in Canada.


Davidson's book provides a thorough examination of the major roles filled by the numerous pagan goddesses of Northern Europe in everyday life, including their roles in hunting, agriculture, domestic arts like weaving, the household, and death. The author discusses relevant archaeological evidence, patterns of symbol and ritual, and previous research. The book includes a number of black and white photographs of relevant artifacts.


Sociology professors Kerr and Beaujot analyze the demographics of impoverished families. Drawing on data from Canada’s annual Survey of Consumer Finances, the authors consider whether each family had one or two parents, the age of single parents, and the number of children in each household. They analyze child poverty rates in light of both these demographic factors and larger economic issues. Kerr and Beaujot use this data to argue that children raised in poverty are significantly disadvantaged.

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**Pay Attention to Rules!**

The *Chicago Manual of Style* states the following formatting rules. Check your assignment description in case your instructor has other instructions.
- The text should be double-spaced.
- Numbering starts on the first page of writing (not the title page), at the top right of the page.
- Reference list entries must have a hanging indent (to do this in Microsoft Word 2003, click Format, then Paragraph, then Special, and choose Hanging).
- There should be 1 inch (2.54 cm) margins all around (top, bottom, left, and right) on each page.
- Use Times Roman font, or a similar serif font.
- Each paragraph should be indented using the tab key.