

# What Is A Bibliography?

A bibliography is a list of all of the sources or places that were looked in for information while doing a research paper or project. These sources can include books, reference materials, periodicals, AV, web sites, or interviews with people.

The bibliography page is a separate page at the end of a research paper. All of the sources used are listed in alphabetical order on the bibliography page. Don't forget to disregard the words *a*, *an*, *the* when putting the sources in alphabetical order.

Each source should be listed in hanging indent form. A hanging indent means that the first line comes out to the margin and the rest of the lines are indented. It looks like the opposite of a paragraph.

The word *Bibliography* should be used for the title of the bibliography page. Each source should be single-spaced. A line should be skipped between sources. Punctuation is very important in a bibliography so look at the examples very carefully.

To make doing a Bibliography easier, begin it while finding information in the sources. When taking notes on a source, write a bibliography on the top of the page or note card on which the notes are being written. Later those pages or note cards can be used to make the bibliography page.

## Sample of a Bibliography Page

### Bibliography

"All Kinds of Bears." Kids Discover, December 2004, p. 10.

"All You Need to Know About Polar Bears." Sea World/Busch Gardens. 21 April 2004. <[http://www.bev.net/education/SeaWorld/endangered\\_species/animals.html](http://www.bev.net/education/SeaWorld/endangered_species/animals.html)>.

"Amazing Polar Bears." The Indianapolis Star, 15 June 2004, sec. 2, p. 7.

Black, Susan. Bears Bears Bears. New York: Broadway Press, 2004.

"And What Do You Know About Polar Bears?" International Wildlife, November 2003, p. 2-4.

Indigenous Species. National Geographic Society, map, 2006.

"Polar Bears." Animal Lover Encyclopedia, 2002, V. 12, p. 216-217.

"Polar Bears." Dictionary of Mammals, 2003, p. 468.

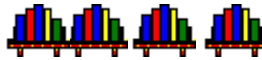
Polar Bears. National Geographic Society, video, 2005.

"Polar Bears." Electronic World Book Encyclopedia, World Book Inc., CD-ROM, 2006.

Swallow, Carol. personal interview, 10 January 2003.

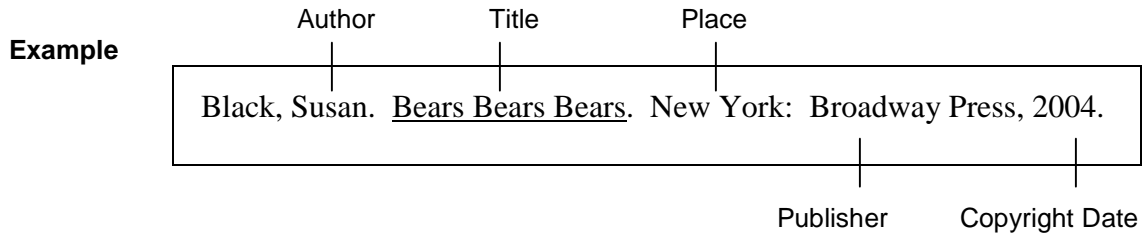
"The Incredible Polar Bear." Animal World Magazine, May 2007, p. 5-8.

## Books As A Source



For a book, use the following information when writing a bibliography:

1. the author's name (last name first)
2. title of the book (underlined)
3. place of publication
4. name of publisher
5. newest copyright date



Note: If there are two or three authors of a book, list the first author (last name first) and then the second and third authors (first name first). For example: Black, Susan and Mark Thomas. or Black, Susan, Mark Thomas, and Jane Smith.

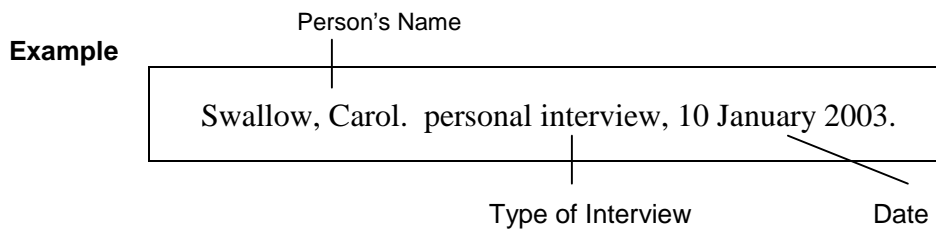
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## Interviews As A Source



For an interview, use the following information when writing a bibliography:

1. the person's name (last name first)
2. the type of interview (personal, telephone, written, e-mail, online)
3. date of the interview (day month year)



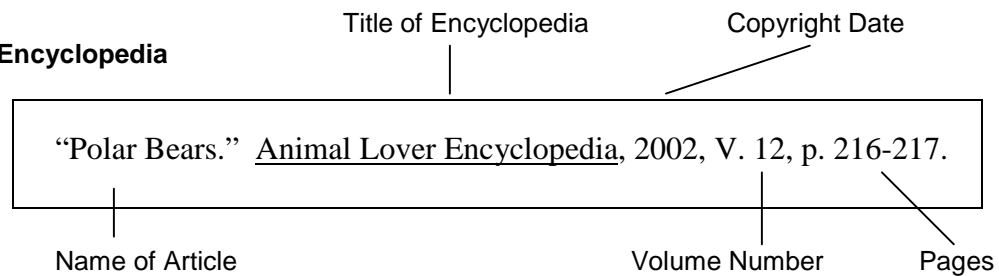
# Reference Books As A Source



For a set of encyclopedias, use the following information when writing a bibliography:

1. name of the article (in quotations)
2. title of encyclopedia (underlined)
3. newest copyright date
4. volume number
5. pages used

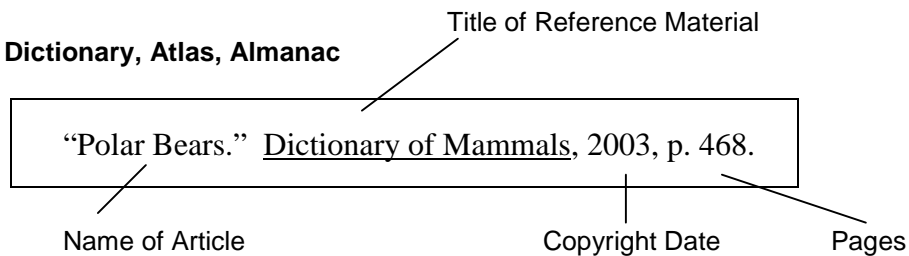
## Example - Encyclopedia



For an almanac, atlas, thesaurus, or dictionary, use the following information when writing a bibliography:

1. name of the article (in quotations)
2. title of reference material (underlined)
3. newest copyright date
4. pages used

## Example - Dictionary, Atlas, Almanac

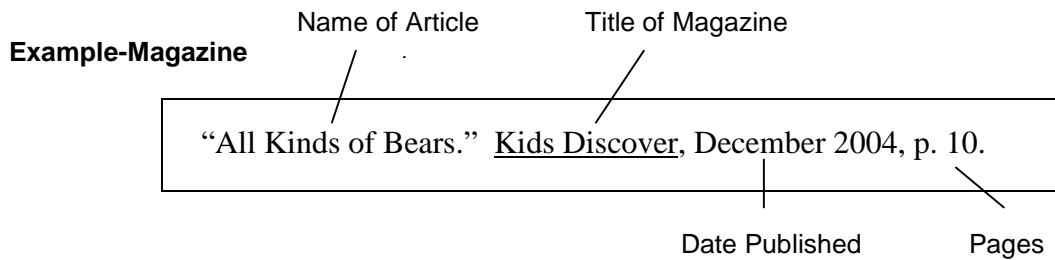


# Periodicals As A Source



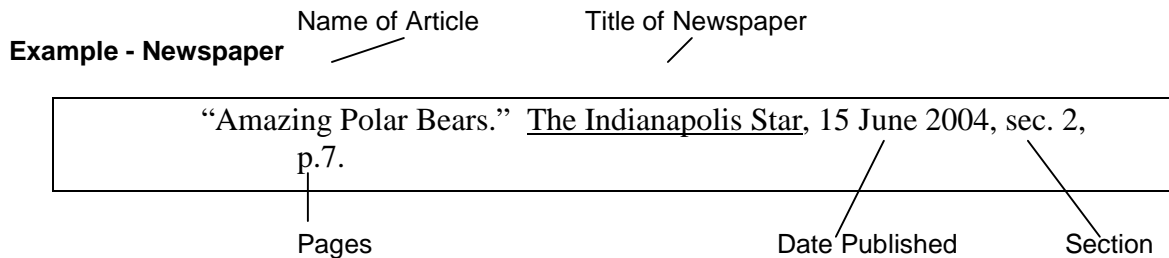
For a magazine, use the following information when writing a bibliography:

1. name of the article (in quotations)
2. title of magazine (underlined)
3. date when magazine was published (month and year or day, month, and year)
4. pages used



For a newspaper, use the following information when writing a bibliography:

1. name of the article (in quotations)
2. title of the newspaper (underlined)
3. date of publication (day month year)
4. section
5. pages used

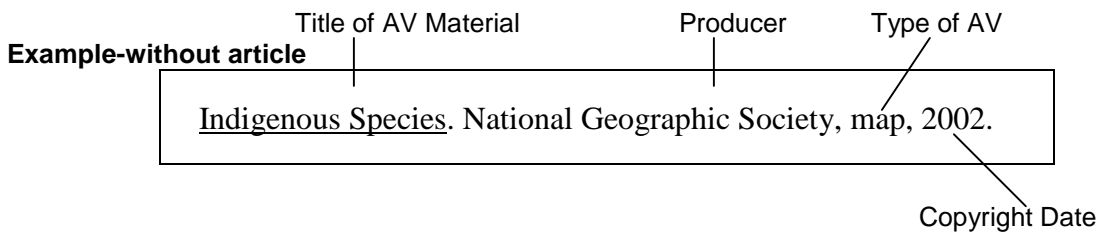
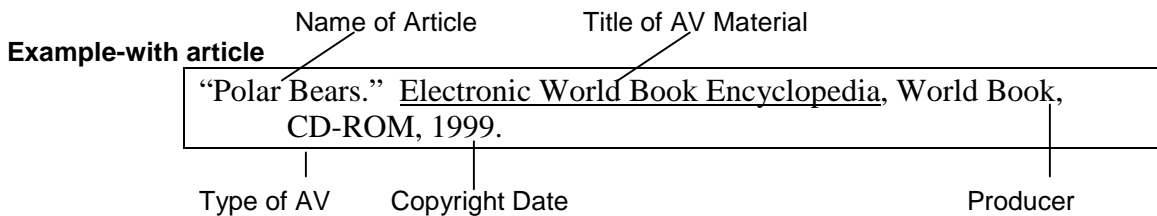


## Audio-Visual (AV) As A Source



For a videotape, DVD, filmstrip, transparency, slide, map, chart, CD, audiotape, CD-ROM, and computer software, use the following information when writing a bibliography:

1. name of article if there is one (in quotations) - if not, start with 2.  
(only Encyclopedias on CD-ROM or computer software have articles)
2. title of AV material used (underlined)
3. name of producer
4. type of AV
5. newest copyright date



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## Web Sites As A Source



For a web site, use the following information when writing a bibliography:

1. name of article (in quotations)
2. source of the web site – which would be the company that makes the site
3. date the web site was accessed (day month year)
4. address of the web site - URL (in angle brackets)

