

Bibliography & Note Card Quick Reference Guide

Write the bolded words on your bibliography card.

Do not write the instructions in brackets.

Underline anything you need to italicize.

1.1 Standard book

- ❖ Author name(s).
[Examples: Brin, Molly S. Smith, John, and Ian Jones. Smith, John, Al V. Bean, and Ian Jones.]
[If specifically an editor, write “,ed.” after name. If two editors, write “,eds.”].
- ❖ *Title: Subtitle* [if there is a subtitle].
- ❖ City of Publication:
- ❖ Publisher, [see page 22 for abbreviations]
- ❖ most recent copyright date.
- ❖ Publication medium. [This source is **Print.**]

1.4 Reprinted Review in a Collection or Reference Work

- ❖ Article’s Author(s).
- ❖ “Original Article’s Title.”
- ❖ **Rev. of** *Name of Reviewed Book*, **by** Author of Reviewed Book.
- ❖ *Title of Original Periodical*
- ❖ day month year of original periodical:
- ❖ pages of original article.
- ❖ **Rpt. in** *Title of Collection*.
- ❖ **Ed.** [or] **Eds.** editor name([s]- separated by **and**).
- ❖ **Vol.** [volume number if any].
- ❖ City of Publication:
- ❖ Publisher, [see page 22 for abbreviations]
- ❖ most recent copyright date.
- ❖ pages in reprint.
- ❖ Publication medium. [This source is **Print.**]

1.11 An Article in an Encyclopedia or Other Reference Work

- ❖ Article’s Author. [if there is one]
- ❖ “Article’s Title.”
- ❖ *Name of Reference Work*.
- ❖ **Ed.** [or] **Eds.** editor name([s]- separated by **and**).
- ❖ **Vol.** [volume number if any].
- ❖ City of publication:
- ❖ Publisher, [see page 22 for abbreviations]
- ❖ most recent copyright date.
- ❖ Publication medium. [This source is **Print.**]



3.2 Review from a magazine OR from a scholarly journal found in an online subscription service database

These first 6 lines document a review from a magazine- see 2.2

- ❖ Article's Author.
- ❖ "Article's Title."
- ❖ **Rev. of Title of Reviewed Book, by** Author of Reviewed Book.
- ❖ *Publication Title*
- ❖ Publication date: [day month year format-14 Jan. 2012]
- ❖ pages of article.

OR

These first 7 lines document a review from a scholarly journal- see 2.2

- ❖ Article's Author.
- ❖ "Article's Title."
- ❖ **Rev. of Title of Reviewed Book, by** Author of Reviewed Book.
- ❖ *Publication Title*
- ❖ volume # [write just the number alone].issue number
- ❖ (publication year):
- ❖ pages of article.

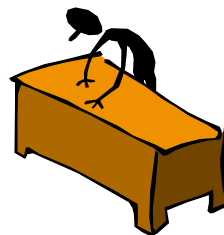
AND

These last 3 lines document the subscription service

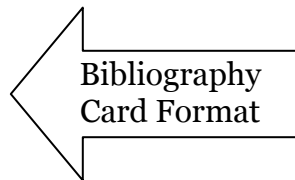
- ❖ *Name of Database.*
- ❖ Publication medium. [This source is **Web.**]
- ❖ day month year article was printed out.

I SEE THEM!

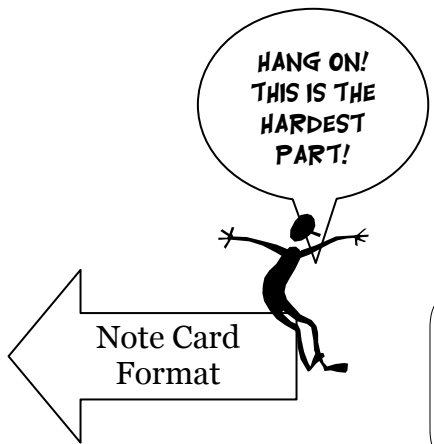
FIGURE OUT IF THE SOURCE TYPE IS A STANDARD PERIODICAL (MAGAZINE, TRADE JOURNAL) OR A SCHOLARLY JOURNAL & COMPLETE THAT HALF. THEN, COMPLETE THESE THREE LINES FOR THE DATABASE.



Source #
<p>Bibliographic Information <i>one piece of information on each line</i></p>



Source # from bibliography card	Slug (topic heading)
Page #	
<p>Quotation or Paraphrase</p>	
<p>[optional note to self]</p>	



H E L P

