

Simplified Bibliographic Format

- ✓ The Title “Bibliography” should be centered at the top.
- ✓ The list is in **alphabetical order** according to the **author’s last name**.
- ✓ **Indentation is key**. All lines *except* the first line are indented.
- ✓ Each item on the list refers to an **actual reference** in the paper.

1. For a book:

Author (last name first). Title. Copyright date.

Sonnenklar, Carol. Robots Rising. c1999.

2. For an encyclopedia article:

“Article name (if given),” Name of encyclopedia. Last copyright date.

“Robots,” World Book Encyclopedia. c1999.

3. Email:

Author of email message (last name first). “Subject of email.” [Online] email address: student@address.edu, date.

Jones, Tom. “Robots in your life.” R.jones@hisplace.ut, January, 2000

4. Internet:

Author (last name first). Title of item. [Online]

Liao, Thomas T. “Robot.” [Online] January 10, 2000.

Approved Bibliographic Citation Format

- ✓ The list is in **alphabetical order** according to the **author's last name**.
- ✓ **Indentation is key.** Approved format uses hanging indentation---all lines *except* the first line are indented. You can command your word-processing program to do this for you.
- ✓ Each item on the list refers to an **actual reference** in the paper. Do not pad the list with names of references that you may have read but did not use.

1. For a book:

Author (last name first). Title. City of publication: Publisher, copyright date.
Fisher, Leonard Everett. The Olympians. New York: Holiday House, c1984.

2. For a book with *two* authors:

Author (last name first) and second Author (first name first). Title. City of publication: Publisher, copyright date.
McLean, Mollie and Ann Wiseman. Adventures of the Greek Heroes. Boston: Houghton, c1987.

3. For a reference source, such as an encyclopedia article, almanac, or atlas:

"Article name (if given)," Name of reference source. Last copyright date. Volume number, page number(s) of article.
"Mythology," World Book Encyclopedia. c1998. Vol. 13, 813.

4. For a magazine article:

Author (if known). Magazine Name. Date of publication: page number(s).
Severin, Tim. "Quest for Ulysses," National Geographic. Aug. 1986: 197-225.

5. For a study print, film, video or other media:

"Title of Media," Title of Series (Type of media). Producer, copyright date.
"Myths," Literature for Children (video). Pied Piper, c1990.

6. For an interview:

Interviewee's name (last name first). Interview. Place of interview: Date of interview.
Young, George. Interview. Salt Lake City, Utah: January 15, 2000.

7. For email:

Author of email message (last name first). Subject of the message. [Online] Available email: Student@address.edu, from Author@address.edu, date of document or download, if document is not available.
Jones, Tom. Nile River Research Project results. [Online] Available email: student5@smallvillehigh.edu from ert@informs.k12.mn.us, September 25, 1999.

8. For Internet:

Author (last name first). Title of item. [Online] Available <http://address/filename>, date of document or download, if document is not available.
Yule, James. The Cold War Revisited: A Splintered Germany. [Online] Available <http://usa.coldwar.server.gov/index/coldwar/countries/former.solvietblock/germany.html>, November 5, 1996.