

EDINA HIGH SCHOOL QUICK BIBLIOGRAPHY GUIDE

Source	Structure	Example
Books with one author	Author's last name, author's first name, book title and subtitle (underlined or italicized), city/location of publication, the publisher and the date.	Bauer, Marion Dane. <u>What's Your Story? A Young Person's Guide to Writing Fiction</u> . New York: Clarion, 1992.
Books with two or three authors	Name the authors in the order in which they are presented on the title page; reverse the name of only the first author.	Hyde, Margaret O., and Elizabeth Held Forsyth. <u>Suicide: The Hidden Epidemic</u> . New York: Watts, 1986.
Books with an editor	An entry for an editor is similar to that for an author except that the name is followed by a comma and the abbreviation "ed." for "editor." If there is more than one editor, use the abbreviation "eds." for "editors."	Kitchen, Judith, and Mary Paumier Jones, eds. <u>In Short: A Collection of Brief Creative Nonfictin</u> . New York: Norton, 1996.
Encyclopedia	Articles in well-known dictionaries and encyclopedias are handled in abbreviated form. Simply list the author of the article (if there is one), the title of the article, the title of the reference work, the edition number, if any, and the date of the edition. Volume and page numbers are not necessary because the entries are arranged alphabetically and therefore are easy to locate. If a reference work is not well known, provide full publishing information as well.	"Sonata." <u>Encyclopedia Britannica</u> . 15 th ed. 1997.
Personal Interview	To cite an interview that you conducted, begin with the name of the person interviewed. Then write "Personal interview," followed by the date of the interview.	Meeker, Dolores. Personal interview. 21 Apr. 1998
Published Interview	Name the person interviewed, followed by the title of the interview, if there is one, in quotation marks and the publication in which the interview was printed. If the interview does not have a title, include the word "Interview" after the interviewee's name.	Renoir, Jean. "Renoir at Home: Interview with Jean Renoir." <u>Film Quarterly</u> 50.1 (1996): 2-8.
Magazine Article	In addition to the author, the title of the article, and the title of the magazine, list the month and year and the page numbers on which the article appears. Abbreviate the names of months except May, June, and July. This example uses "21+" because the article did not appear on consecutive pages. For articles appearing on consecutive pages, provide the range of pages (for example, 50-53).	Kaplan, Robert D. "History Moving North." <u>Atlantic Monthly</u> Feb. 1997: 21+.

Newspaper article	Begin with the author, if there is one, followed by the title of the article. Next, give the name of the newspaper, the date, and the page number (including the section letter). Use a plus sign (+) after the page number if the article does not appear on consecutive pages.	Knox, Richard A. "Please Don't Dial and Drive, Study Suggests." <u>Boston Globe</u> 13 Feb. 1997: A1+.
Pamphlet	Cite a pamphlet as you would a book.	<u>Best Arts Attractions</u> : Twin Cities. Minneapolis: Northland Vacations, 1995.
Material from an electronic database or on-line service, like SIRS or UMI	For other materials accessed online, cite them as you would otherwise, including identifying labels where necessary. End the citation with the access date and the URL.	"No More Kings." Animation. <u>America Rock</u> . Schoolhouse Rock. ABC. 1975. 16 Mar. 1998 < http://genxtvland.simplenet.com/SchoolHouseRock/son.hts?hi+kings >.
CD-ROM	Some works on CD-ROM, such as dictionaries and encyclopedias, are released in single editions that are not updated periodically. Treat such sources as you would a book, but give the medium ("CD-ROM") before the publication information.	Sheehy, Donald, ed. <u>Robert Frost: Poems, Life, Legacy</u> . CD-ROM. New York: Holt, 1997.
E-Mail	For correspondence received via electronic mail, include the author, the subject line (if any) in quotation marks, and the word "E-mail" followed by the recipient and the date of the message.	Schubert, Josephine. "Re: Culture Shock." E-mail to the author. 14 Mar. 1998.
World Wide Web	For a citation to a personal or professional Web site, begin with the creator of the site (if available) and continue with the title of the site (or a description such as "Home page" if no title is available), the date of publication or of the latest update, the name of any organization associated with the site, the date of access, and the URL	Spanoudis, Steve, Bob Blair, and Nelson Miller. <u>Poets' Corner</u> . 2 Feb. 1998 < http://www.geocities.com/~spanoudi/poems >. <u>Blue Note Records</u> . 19 Mar. 1998. Blue Note Records. 25 Mar. 1998 < http://www.bluenote.com >.