📖 Sources and Bibliography

Study Guide – S3

1. What is a source?

A source is a document or place where information comes from. Whenever you do research, always ask yourself: where does this information come from?

There are several types of sources:

Type of source	Examples	What is it used for?
📚 **Book**	Novel, textbook, encyclopedia, picture book	In-depth topics, coursework, general knowledge
🌐 **Website**	Wikipedia, official site, blog	Quick info (always verify the source!)
🗞️ **News article**	The Guardian, BBC News, online article	Current events, recent news
🎬 **Documentary / video**	TV report, official YouTube video	Visual explanations, testimonies
🎙️ **Interview / testimony**	Expert statement, eyewitness account	Personal views, lived experiences
📄 **Official document**	Law, government report, official statistics	Reliable figures, precise data

Warning! AI tools are not sources. They are text-generation tools that draw on existing sources, but not always the right ones. You should always ask them for the source of the information they provide.

2. How to choose a reliable source?

Before using a source, ask yourself these questions:

- Who wrote or created this source? (known author, expert, official institution?)
- When was it published? (is the information still current?)
- Why was this source created? (to inform, to sell, to persuade?)
- Is the information confirmed by other sources?

⚠️ **Warning:** anyone can write on the internet. Always check who the author is and whether the website is trustworthy.

3. How to write a bibliography?

A bibliography is the list of all the sources you used for your work. It goes at the end of the document.

Basic rules:
- List all sources in alphabetical order by the author's last name.
- Be precise: include the title, author, date, publisher or web address.
- Note the date you visited a website.

Templates by source type:

Type	Template to follow
📚 **Book**	LAST NAME First name, Title of the book, Publisher, year. *Ex: ORWELL George, Animal Farm, Penguin Books, 1945.*
🌐 **Website**	LAST NAME First name (or site name), "Page title", URL, date accessed. *Ex: Britannica, "French Revolution", www.britannica.com, accessed January 12, 2025.*
📰 **News article**	LAST NAME First name, "Article title", Newspaper name, date. *Ex: JOHNSON Emma, "Climate change explained", The Guardian, March 5, 2024.*
🎬 **Video / Documentary**	Title of the documentary, director or channel, year. *Ex: "Our Planet", Netflix, 2019.*

4. Example bibliography

ORWELL George, Animal Farm, Penguin Books, 1945.

JOHNSON Emma, "Climate change explained", The Guardian, March 5, 2024.

Britannica, "French Revolution", www.britannica.com, accessed January 12, 2025.

Citing your sources means respecting the work of others and showing that you truly did your research!