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## Bibliography in the Context of Research: An Empirical Study

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**Abstract:** *Bibliographies are comprehensive lists of the references used in a paper or project. A bibliography should include the name of the author, the title of the work, the year the work was published, and the publishing house. Bibliography is always arranged in alphabetical order by the last name of the author, regardless of the citation style used. The study includes an introduction to bibliography, the branches of bibliography and the types of bibliography. It also discusses the importance of bibliography in research. Secondary sources have been used to fulfill the objectives of the research. The study concludes that bibliography is an essential part of a research.*

**Keywords:** *Bibliography, Textual, Descriptive, Analytical.*

**Introduction:** When it comes to finding and using sources of information, a bibliography is the most common and useful form. It is a well compiled, detailed catalogue of files. Bibliography encompasses the study of books in all its forms and formats, as well as the materials and techniques used to create it. Because bibliography involves describing things, it is sometimes classified as both a science and an art. A bibliography is an organized collection of sources assembled for a certain purpose and according to specified criteria. Documents related to a certain topic, an entire nation, or the whole total of human knowledge might all be used as criterion. Bibliography comes from the Greek words *biblion*, which means book, and *graphien*, which means to write, combining two concepts. Thus, bibliography originally meant 'writing of books', but it has come to signify 'writing about books'. Correctly characterizing books (their literary contents, physical make-up) is the art and science of bibliography (Davinson, & Donald. 1981). A bibliography is (i) a list of books, maps, etc., (ii) the practise of compiling such a list, (iii) a list of books, maps, etc., and (iv) the study of the physical form of books, comparing variations in issues and copies to establish the history and transmissions of texts .Bibliography is also the study of book production and the documentation of published works, an annotated list of sources cited. Bibliographies may be gathered from a variety of places, including catalogues and indexes (Annesley, 2011).

**Significance of the Study:** An annotated or annotated bibliography is a list of all of the books, articles, and other sources that are used to write a paper. Providing readers with the means to track down and investigate the sources listed is a major part of establishing the legitimacy and dependability of the information offered. A well-organized bibliography not only indicates the breadth and depth of research conducted, but it also

gives credit where credit is due, so maintaining academic honesty and openness (*Robinson, A.M. Lewin. 1979*). Writers who include a bibliography make it easier for readers to do research, think critically, and expand the understanding of the topic at hand. For this reason, the study is important.

### Objectives of the study:

1. To study the branches of bibliography
2. To discuss the different types of bibliography
3. To find out the functions and use of bibliography in research.

### BRANCHES OF BIBLIOGRAPHY

A bibliography is a compiled and annotated catalogue of humankind's printed and written works. It helps librarians and users locate materials of which they are unaware (or unsure of the existence of). The library catalogue is used to fulfill the most frequent kind of request made in libraries, which is, documents to be located by author, title, or topic. However, bibliographic tools are useful in cases when just a certain section of a document is needed, a document that is not available in a library is needed, or the author or title of a document is inaccurate (Adair & Vohra, 2003).

**1. Analytical:** The focus of an analytical bibliography is on the research and description of sources. Documents' materiality and provenance as tangible artifacts' are investigated. The document's structure and description are the 'physical entities'. It is all about making sure the words go from A to Z without any mistakes. Therefore, the goal of this kind of bibliography is to provide readers information about the existing publications, notably novels. It is also important to examine the development of paper and printing technology. A bibliography that analyses a publication's signatures, catchwords, cancellations, and water marks to compile accurate information about the book is called an analytical bibliography.

**2. Systematic or Enumerative:** Books are catalogued and organized in this kind of bibliography. It also organizes bibliographical entries in a way that is conducive to research and study. A bibliography is a compiled and annotated collection of humankind's printed and written works. While the term is often used in conjunction with books, a bibliographer's interests extend to any and all written materials, including those that are not officially published. A systematic bibliography is a collection of sources organized in any way that makes sense, whether it alphabetically, logically, according to some principle, or in any other systematic way (Bryson, 2012).

**3. Descriptive:** Descriptive bibliography refers to the subfield of bibliography that provides detailed information about the physical characteristics of books, including its format, pagination, typographical particulars, illustrations, price, and, in the case of antiques, the paper type, binding, etc.

**4. Historical:** The study of how books came to be is the focus of this subfield of bibliographical research. The evolution of alphabets, paper, and binding methods are all discussed. The origins of the printed document may be traced back to hand-written manuscripts. Revolutions in paper, ink, and printing technology have had far-reaching effects on the evolution of writing implements. Thus, the field of historical bibliography is concerned with the development of printing, binding, papermaking, illustrating, and publishing techniques (Gasparyan, Ayvazyan, & Kitaz, 2013).

**5. Textual:** Bibliographies that investigate the impact of the authorial hand or the printing press on the veracity of a text are called bibliographies of the text. Variations in wording between the original manuscript and the published book are the focus of this kind of bibliography, which seeks to establish the precise meaning the author meant to communicate. It also includes comparing and contrasting several versions of a work and how they evolved through time.

**TYPES OF BIBLIOGRAPHY:**

**Subject:** In the world of books and bookshelves, bibliographies are the Holy Grail. This is because they provide the unrestricted exchange of bibliographic data on the written works of any field. Most bibliographies fall under the category of topic bibliographies, however in order for such to be useful, comprehensive general bibliographies are required. National bibliographies, sometimes known as current bibliographies, are becoming popular as an alternative to topic bibliographies for researching both recent and historical events. (*He, K. et al. 2016*).

**Reading lists:** Large topic bibliographies, particularly those that cover a lot of ground, are invaluable resources. However, these alone are insufficient for the student of any field; a well-curated bibliography is also required. A bibliography of this kind has to be of a reasonable size, with careful consideration given to the inclusion of works that are no longer in print. It has to be current, decently organized and annotated. The term 'reading list' is more appropriate and often used to describe this kind of bibliography. Reading lists are fairly frequent, and they are often compiled by persons who are familiar with the works. Teachers often make reading lists and provide it out to pupils. We have seen the 'Further Reading' sections at the back of textbooks. This is also a reading list, although the selections may be less. A great deal of time and thought goes into compiling them, the bibliographies and reading lists that accompany research and review articles are excellent resources.

**Subject indexes and abstracting services:** Searching for materials on a certain topic may be a time-consuming task if there are several references that need to be compiled. Using the indexes of books and journals is an efficient way to scan the material. Indexing services are serials that provide a convenient arrangement of all the published documents metadata. The entries are called abstracting services because it often include summaries of the texts with the entries. The majority of reputable publications provide its own indexes (a list of all the articles published in a publication, often found at the back of each issue or issue collection). In many instances, we may get cumulative indexes, such as 10 year or 5 year summaries. At the moment, we may also get computerized indexes on microfilm (*Onwuchekwa, E. O, 2013*).

**FUNCTIONS AND USE:**

The purpose of bibliography is to facilitate the readers with the source of information. There are so many uses of bibliography. Here are some of the uses listed below-

- a) As a systematic guide to the literature of the subject.
- b) As a tool for locating a book on a specific subject and identifying its bibliographical features (author, publisher, date and place of publication, etc.
- c) As a tool for obtaining resources.
- d) It aids researchers in saving time and energy by assisting them in selecting relevant and specific documents from the vast universe of documents.
- e) It guides researchers by showing where the state of research is and how far it has progressed in a given field.
- f) It is helpful for conducting a backwards search for the purposes of research.
- g) It encourages the practical application of research findings.

**The Importance of Bibliography in Research:**

One of the most crucial resources for every researcher is the bibliography. The ability to locate sources, identify pertinent material, and provide a solid basis for the study depends on how effectively one organizes the bibliography.

One can tell the difference between credible and questionable sources with the aid of a decent bibliography. A solid bibliography will detail the benefits and drawbacks of each source, allowing selecting and choosing which ones to use.

A detailed bibliography should be included when one write own research papers or articles. It can make sure the paper is complete and correct if all of the sources utilized are cited. If a properly formatted bibliography is included, it will be much easier for other scholars to identify the sources that are cited.

**Conclusion:** Successful academic research always has a comprehensive list of sources cited by the author(s). A well-done bibliography is a great way to demonstrate research abilities. By adhering to these guidelines, one may easily compile a list of references that will serve as a basis for future scholarship applications, grant proposals, and journal submissions and research.

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