

# Analyzing a Document

## Identifying the Document

1. Author or Source:
2. Title:
3. Date Published:
4. Type of Document:
5. Proper Bibliographic Citation:

## Putting the Document in Context

6. Suggest two or three appropriate titles for this primary source:
7. Describe the purpose of the document or its intended audience. Why was it written?
8. Select some direct quotes from the document that help explain its purpose:
9. Where would you look for additional documents of this type?

## Using the Document

10. List the most important pieces of information conveyed by the document:
11. What questions does the document suggest?

## Evaluating the Document

12. Is the document reliable? List any errors or misleading statements.
13. Make a statement about how useful this document is for your particular interests.