

## Document Analysis

- What does the source tell us? (Consider the 5 W's)
  - What is the event or action being depicted?
  - What people are described or shown?
  - Why is it happening?
  - Where do the events take place?
  - When is it happening? What clues lead you to this conclusion?
- What kind of document is it?
  - What type of medium is the source? (letter, diary, newspaper, photograph etc.)
  - What type of source is it? (primary or secondary)
  - Is it public or private?
- Why was it written?
  - Who wrote/created it?
  - Was it prepared for a specific audience?
  - What is the author's background?
- What is the message?
  - What is obvious?
  - What is implicit (read between the lines)?
- Is bias present?
  - Is there any reason to suspect bias?
  - Is the vocabulary "slanted"?
  - Are opinions presented as facts?
  - Are there any false statements?
  - Are there any omissions?
  - Is or was there an agenda/aim/purpose?
  - Would the intended audience have perceived bias?
- Is the document authentic (ie genuine)?
  - Can names, events, dates, be verified?
  - Is the language appropriate to the time?
  - Are materials (paper, ink etc.) genuine?
  - Is it consistent with other information?
- What other questions does it raise?