

Document Analysis

1. What type of document is it?

- | | | | |
|--|-------------------------------------|--|-----------------------------------|
| <input type="checkbox"/> Advertisement | <input type="checkbox"/> Letter | <input type="checkbox"/> Minutes | <input type="checkbox"/> Speech |
| <input type="checkbox"/> Court case file | <input type="checkbox"/> Map | <input type="checkbox"/> Newspaper | <input type="checkbox"/> Telegram |
| <input type="checkbox"/> Journal/diary | <input type="checkbox"/> Memorandum | <input type="checkbox"/> Press Release | <input type="checkbox"/> Other |

2. Physical Characteristics of the document

- | | |
|---|--|
| <input type="checkbox"/> Informative letterhead | <input type="checkbox"/> Handwritten notations |
| <input type="checkbox"/> Handwritten | <input type="checkbox"/> Official seal |
| <input type="checkbox"/> Typed | <input type="checkbox"/> "Received stamp" |

3. Date of the Document

4. Author or Creator of the Document

5. What authority does the author or creator have to write about this topic?

6. For what audience was the document written?

7. Document Information

A. What information did you learn from the letterhead?

B. List three things the author said that you think are important.

C. Why was this document written?

D. Quote evidence in the document that helps you know why it was written.

E. What biases do you find in this document?

F. What does this document tell you about the economic, political, social or cultural events of the time?
