

Written Document Analysis Worksheet

1. Type of Document (check one)

- | | | |
|-------------------------------------|--|---|
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> Map | <input type="checkbox"/> Advertisement |
| <input type="checkbox"/> Letter | <input type="checkbox"/> Telegram | <input type="checkbox"/> Congressional record |
| <input type="checkbox"/> Patent | <input type="checkbox"/> Press Release | <input type="checkbox"/> Census Report |
| <input type="checkbox"/> Memorandum | <input type="checkbox"/> Report | <input type="checkbox"/> Other |

2. Unique Physical Qualities of the Document:

- | | |
|------------------------------|------------------------|
| _____ Interesting letterhead | _____ Notations |
| _____ Handwritten | _____ "Received" stamp |
| _____ Typed | _____ Other |
| _____ Seals | |

3. Date(s) of Document:

4. Author (or Creator) of the Document?

Position (Title)

5. For what audience was the document written?

6. Document Information:

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

1. _____

2. _____

3. _____

B. Why do you think this document was written?

C. What evidence in the document helps you to know why it was written? Quote from the document.

D. List two things the document tells you about the life in the United States at the time it was written.

1. _____

2. _____

E. Write a question to the author that is left unanswered by the document.
