

Name _____

Written Document Analysis Worksheet

(1) Type of document (check one):

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

(2) Unique physical characteristics of the document (check one or more):

- | | | | |
|--------------------------------------|---|--------------------------------|--------------------------------|
| <input type="checkbox"/> Handwritten | <input type="checkbox"/> Interesting letterhead | <input type="checkbox"/> Typed | <input type="checkbox"/> Seals |
| <input type="checkbox"/> Notations | <input type="checkbox"/> "Received" stamp | <input type="checkbox"/> Other | |

(3) Date(s) of document: _____

(4) Author or creator of document: _____

Title or position of author: _____

(5) For what audience was the document written? _____

(6) List three things the author said that you think are important.

a. _____

b. _____

c. _____

(7) Why do you think this document was written? _____

(8) What evidence in the document helps you to know why it was written? Quote from the document. _____

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

a. _____

b. _____

(10) Write a question to the author that is left unanswered by the document. _____
