**HISTORICAL CONTEXT**

- Why was the source produced?
- What contemporaneous events might have affected the author's viewpoints and/or message?
- How does the context affect the reliability?

**AUDIENCE**

- Who was the source created for?
- How might the audience have affected the content of the source?
- How might the audience have affected the reliability of the source?

**The Author’s PURPOSE**

- Why did the author create the source?
- Why was the document created at this time?
- Why has it survived to the present?
- How does their purpose affect the reliability or usefulness?

**The Author’s POINT OF VIEW**

- What was the author's point of view?
- Does the author undermine the explicit purpose of the source?
- How can we tell, if at all, what other beliefs the author might hold?

Step 1: Read the Source info first – write all notes in the margins

Step 2: Skim the document, taking careful notes on the beginning and end

Step 3: Critical Analysis (HAPP-Y)

Step 4: Organize the docs for essay usage