Evaluating the Quality of a Source Worksheet

Source Title: __________________________________________________________

Source Author(s): ______________________________________________________

Source Organization(s): ________________________________________________

Currency & Timeliness:
1. When was the source published or posted? _____________________________
2. Is it outdated? YES or NO (circle one)
3. If yes, is it still relevant to your topic? YES or NO (circle one)
4. How has the information changed or not changed since the source was published?
   ____________________________________________________________________

Relevancy & Appropriateness:
5. What type of source is it? (check all that apply)
   □ Book □ Magazine article □ Newspaper article □ Journal article □ Website □ Other: __________
6. Does the source support your thesis and/or research? YES or NO (circle one)
7. Does the source have breadth and is broad in its scope of the topic? YES or NO (circle one)
8. Is the source a general overview or is it an in-depth analysis? _______________
9. Does the depth and/or breadth match your information needs? YES or NO (circle one)

Authority & Credibility:
10. Who is responsible for the information? Person or Organization (circle one)
11. What is the author’s job title? ___________________________________________
12. What is the author’s educational background? _______________________________
13. Is the author an expert in the topic? YES or NO (circle one)
    How do you know? _______________________________________________________
14. If it is an organization, is the organization considered an expert in the topic? YES or NO (circle one)
    How do you know? _______________________________________________________

Accuracy & Verifiability:
15. Can you find any of the following in the article? (check all that apply) □ citations/references □ typos/errors
16. Can you verify the information in other sources? YES or NO (circle one)
Purpose & Objectivity:
17. Who is the intended audience of the article? (Check all that apply)
   □ General Audience  □ College Students  □ Professionals  □ Potential Customers  □ Experts in the Field
18. Why did the author write this article?
   ______________________________________________________________________________________
   ______________________________________________________________________________________
19. Is the author unbiased or are they trying to sway your viewpoint? How do you know?
   ______________________________________________________________________________________
   ______________________________________________________________________________________
20. If this is an organization, what is the purpose/mission of the organization?
   ______________________________________________________________________________________
21. If this is an organization, why do you think the organization published the article?
   ______________________________________________________________________________________

IS THIS SOURCE APPROPRIATE FOR MY ASSIGNMENT? WHY OR WHY NOT?
   ______________________________________________________________________________________
   ______________________________________________________________________________________
   ______________________________________________________________________________________
   ______________________________________________________________________________________
   ______________________________________________________________________________________