

SOURCE RECORD SHEET

ANALYSIS - Information provided that can inform my project

test

SYNTHESIS – agrees with / disagrees with / links to...

Evaluation of the source's reliability

| | |
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| Who | <p>Who produced / published it?</p> <ul style="list-style-type: none"> • Is it an individual or an organisation? • Are they an expert? • Have they got a good reputation? • Have they got a vested interest? (Something to gain by distorting the facts?) • Are they biased? (Only seeing one side of the argument?) |
| What | <ul style="list-style-type: none"> • Is it a primary or a secondary source? • Is it a fact? If so, is it supported with verifiable data? How good was any research? • Is it a subjective opinion? If so, does the author have a particular ideology or moral position? • Is it just speculation? |
| When | <p>Is it up to date?</p> <p>For this kind of information does it matter whether it is up to date or not?</p> |
| Where | <ul style="list-style-type: none"> • Where does the author come from? (Does that make a difference to the reliability of the information they are providing on this subject?) • Where does the information come from? <ul style="list-style-type: none"> – Does the author have first-hand experience? or – Has the author provided details of his/her sources? |

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| Why | Why was the source produced? (What was the author's purpose?) <ul style="list-style-type: none"> • Was it meant to educate, to entertain or to persuade? • How was it considered? (a tweet or a thesis?) • Was it meant for you? (suitable for your purpose and your level of understanding on the topic) |
| Details of information source (for bibliography) | |
| Book | |
| Author (surname & initials) | |
| Publication year | |
| Title | |
| Edition (if not first edition) | |
| Place of publication | |
| Publisher | |
| Page(s) | |
| Printed Article | |
| Author (surname & initials) | |
| Publication year | |
| Title of article | |
| Title of magazine, newspaper or academic journal | |
| Volume and issue no. for magazines and journals or date for newspapers | |
| Page no(s) of the article | |
| Page(s) you are referring to | |
| Website | |
| Person or organisation that produced the site | |
| Year site was published or last updated | |
| Title of the site | |
| Available at: URL | |
| Date you accessed the site | |
| TV or Radio | |
| Director and writer of the programme | |
| Name of channel | |
| Title of programme (and series if applicable) | |
| Year programme was transmitted | |

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| Date of transmission | |