

Annotation Checklist

Guiding principles:

- purpose is to justify usefulness and quality of the source
- use **no personal pronouns** (use no "I", "me", "my" statements)
- begin your annotation by identifying the type of source
examples: This website..., This Facebook posting..., This magazine article..., This book...

Checklist:

- **a summary statement** (What is the content coverage?)
 - examples: an overview of _____, a detailed account of _____, a site to persuade readers to _____, a book that provides information about the _____
- **the usefulness of this source for your topic** (examples below):
 - Includes information about _____
 - Particularly helpful is information about _____
- **currency** (How recent/old is the information? Examples below)
 - While there is not an "updated" date on this webpage, information appears to be current through _____
 - The book includes information available through 2010.
 - With a copyright of 2008, this book is current for this historical topic.
 - With a copyright of 2009, this book does not include recent developments on this controversial topic.
- **credibility of the author** (Can you trust the information; could it be biased? examples below:)
 - The author is an organization that promotes Internet access for all without governmental regulation. The bias is against governmental Internet regulation.
 - The author is a history professor at the University of Washington.
 - The author has published numerous books for young adults. There is a list of the author's resources following the text.