

Name: _____



CHECKLIST: EVALUATING SOURCES

Is this source reliable?

Use the checklist below to determine whether a source is likely to provide credible, trustworthy information.

Authority

- Is the name of the author, group, or editor responsible for creating the work clearly displayed?
- Can you find or link to the author's credentials (e.g., job title, place of work, education and areas of expertise, past experience, list of other publications, etc.) to ensure that the author is not an anonymous entity and that the author is accountable for the material produced?
- Is there evidence that the source went through a review process (e.g., peer review, editorial review, approval by an advisory board, or some other means of quality control)?
- Can you find the name of the publisher or sponsoring organization?
- Is the publisher or organization reputable?¹
- Does the work appear to be carefully prepared (e.g., well-written or designed, mostly free of errors, easily navigated and functional)?

Purpose

- Can you find a mission statement or an explanation for why this work was published?
- Does the source seem free of attempts to advertise or to sell a product?
- Does the source aim to serve an educational purpose that presents information and interpretations objectively?
 - Does the work avoid offering an opinion or attempts to persuade?
 - Does the work avoid attempts to be funny or satirical?
 - Does the work avoid attempts to entertain?

Accuracy and Verifiability

- Does the work document the sources of the information it presents (e.g., through a bibliography, footnotes, or links to other works and through the inclusion of quotations and summaries of sources in the prose or graphical interface)?
- Is the author's or publisher's contact information clearly listed?
- Does the source appear to be well-researched and factual, and can you follow the trail of information provided should you choose to do so?

¹ A reputable publisher or organization has a long-standing reputation in the academic community for producing scholarly work. You can conclude that a publisher or organization is reputable if it has a policy that includes rigorous evaluation of submissions, if its other publications are often cited by others, or if the company has won notable awards.

Currency and Relevance

- Does the source provide a date of publication?
- Does the date of publication suggest the information is sufficiently current for the topic presented?
- Are there any indications that the source has been influential (e.g., republished, shared, reviewed, or discussed by others)?

Total Checks: _____
18

*13–18 Checks: This source is **most likely reliable**.*
*<13 Checks: This source is **most likely not reliable**.*



Although you will need to use common sense to determine whether a source is reliable, this checklist is a great tool to help you analyze the sources you find!