



TEMPLATE FOR ANALYZING SECONDARY SOURCES

Instructions: Utilize this template to complete your analysis of a secondary source. You will retain more if you use your own words. Cutting and pasting information from websites is the least effective way of retaining any information.

1. **Author:** Name, Disciplinary perspective, position(s) held.
Consider how these affect the method(s) used in research.

2. **Title, date, publisher:** What does the title say about the work?
Notice the date of publication. Consider the ideological nature of the publisher; if the work is in a series or a journal, at least look at the authors, titles, dates of the other works published in the same series/journal. What patterns are there?

3. **Thesis and argument of the work**
Be able to state the thesis in one or two sentences, preferably. Not all works have a thesis. Be able to determine if the work is descriptive or analytical. If you find yourself saying, "this work is about..." note that you are heading down a descriptive path. Does your iteration of the author's thesis accurately reflect the author's own work?

4. **Method and sources**
What is the author's scholarly method of analysis and on what kinds of sources does s/he base conclusions? Analyze the sources. What is the inherent nature of these sources that may lead to the author's conclusions? Do other kinds of sources exist that would lead to other conclusions?

5. **Examples**
Be able to remember one or two examples used by the author to prove his/her argument. Include page numbers for future reference.

6. Contribution

Where do you place this work in the scope of related scholarship? Every piece of scholarship makes a contribution. What is the contribution of this piece?

7. Critique

Assess both the successful and negative aspects of the work.

8. Additional Notes