**Checklist** for Evaluating Sources

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| --- | --- | --- | --- |
| Name: |  | Date: |  |

Use the following checklist to test the reliability of source material:

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| **Creator** | |
|  | Has a reliable person or organization created this message? |
|  | Is the creator an expert on the topic? |
|  | Can you confirm the credentials of the source? |
|  | Is the source objective? (Avoid sources advocating a specific view or product.) |
| **Content** | |
|  | Is the information complete and accurate? |
|  | Is the information based on facts? |
|  | Is the content balanced, addressing multiple points of view about the topic? |
|  | Is the language fair and respectful? (Avoid sources with overly emotional language.) |
|  | Are photos and other visuals fair and balanced? |
|  | Is the content current? (For time-sensitive topics, prefer recent information.) |
|  | Does the information cite other reliable sources? |
| **Context** | |
|  | Is the purpose of the message to educate and inform? (Avoid sources meant to sell or persuade.) |
|  | Is the source’s design clean and professional? |
|  | Do other reliable sources verify the information? |