



Ronald Reagan Presidential Library Analysis Worksheet

1. What type of piece is this?
- Letter Report Memorandum Meeting minutes
 Telegram Press Release Public law Executive Order
 Summary Statement Message, Speech, Address (actual or draft)
 Photograph Object Painting

2. Describe the physical qualities of the document, artifact, photograph or work of art (check all that apply):

Official letterhead: which government agency or office? _____
 From a private citizen Handwritten Typed Official seals
 Notations on page Color

Other Characteristics:

3. Date(s) _____
Where was it written or created? _____
Author/creator. _____
What is the author or artist's title? _____

4. For what person(s) is this document, object, photograph or artwork intended?

Why was this document, object, photograph or artwork created?

5. Summarize the factual information contained in two - three sentences (you may use the back): _____

6. Does this author or artist also convey opinions? yes no If yes, cite an example of an opinion the author presented:

7. What is left unanswered in this document, object, photograph or artwork? What question would you like the author or artist to answer?
