

Source	<ol> <li>When was the document created?</li> <li>Who created the document?</li> <li>What kind of document is it?</li> <li>For what audience was the document created?</li> <li>Why is this information important?</li> </ol>
Observe	<ul><li>1) Summarize the content of the document in one sentence</li><li>2) What are all the details in the document that support that summary?</li></ul>
Contextualize (using your own prior knowledge)	<ol> <li>After examining this document, what can we say for sure about the world in which it was created?</li> <li>Do you know of other events, people, and places from this era? List them</li> <li>Using this information, what deeper meaning can you extract from the document? In what context can you place this document?</li> </ol>
Corroborate (by formulating research questions)	<ol> <li>To what use would you put this document as a historian?</li> <li>What questions do you have that would help you understand this document further?</li> <li>What evidence (primary or secondary) would help you answer your questions? Where would you go next?</li> </ol>