The Information Credibility Worksheet

Use the following list to help you evaluate sources. Answer the questions as appropriate, and then rank each of the 5 parts from 1 to 10 (1 = unreliable, 10 = excellent). Add up the scores to give you an idea of whether you should use the resource (and whether your professor would want you to!).

**Currency: the timeliness of the information**
- When was the information published or posted? 
- Has the information been revised or updated? 
- Is the information current or out-of-date for your topic? 
- Are the links functional? 

**Relevance: the importance of the information for your needs**
- Does the information relate to your topic or answer your question? 
- Who is the intended audience? 
- Is the information at an appropriate level? 
- Have you looked at a variety of sources before choosing this one? 
- Would you be comfortable using this source for a research paper? 

**Authority: the source of the information**
- Who is the author/publisher/source/sponsor? 
- Are the author's credentials or organizational affiliations given? 
- What are the author's credentials or organizational affiliations given? 
- What are the author's qualifications to write on the topic? 
- Is there contact information, such as a publisher or e-mail address? 
- Does the URL reveal anything about the author or source? 

**Accuracy: the reliability, truthfulness, and correctness of the content**
- Where does the information come from? 
- Is the information supported by evidence? 
- Has the information been reviewed or refereed? 
- Can you verify any of the information in another source? 
- Does the language or tone seem biased and free of emotion? 
- Are there spelling, grammar, or other typographical errors? 

**Purpose: the reason the information exists**
- What is the purpose of the information? 
- Do the authors/sponsors make their intentions or purpose clear? 
- Is the information fact? opinion? propaganda? 
- Does the point of view appear objective and impartial? 
- Are there political, ideological, cultural, religious, institutional, or personal biases? 

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**Total:**
- 45 - 50 Excellent | 40 - 44 Good
- 35 - 39 Average | 30 - 34 Borderline Acceptable
- Below 30 - Unacceptable