

Evaluating Books – *Checklist*

CRITERIA		
Appropriateness	Does the information fit with your course and assignment?	_____
	Does the information add to or support your research?	_____
Audience	Is the level of the book appropriate to your needs?	_____
	Is it readable or understandable to you?	_____
Scope & Coverage	Does the book provide more or less information than you need?	_____
	Does the book address your research to the extent you need? Does it cover several topics minimally or one topic in detail?	_____
Timeliness	Was the information recently published?	_____
	Is the information current enough for your research?	_____
	Has it been updated or revised? Is there a date to prove that?	_____
Authority	Is there an author(s) or editor(s) listed?	_____
	Is there information about the author's credentials or experience? Does it indicate some expertise on the topic?	_____
	Does the author cite sources, include a bibliography or feature a reference list?	_____
	Who sponsored or published the book? Are they reputable?	_____
Accuracy	Does the book provide documentation for the information provided?	_____
	Does the book provide information that contradicts other sources?	_____
	Does the book include an explanation of its research methods?	_____
Bias	Does the book present information in an objective manner?	_____
	Are all sides of an issue represented?	_____
	Is the book's level of objectivity and bias acceptable for your research?	_____