

Written Document Analysis Worksheet

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|------------------------|--|------------------------|-----------|---------------|------------------|----------|----------------------|--------|---------------|---------------|------------|--------|-------|
| 1. | <p>TYPE OF DOCUMENT (Check one):</p> <table><tr><td>Newspaper</td><td>Map</td><td>Advertisement</td></tr><tr><td>Letter</td><td>Telegram</td><td>Congressional Record</td></tr><tr><td>Patent</td><td>Press Release</td><td>Census Report</td></tr><tr><td>Memorandum</td><td>Report</td><td>Other</td></tr></table> | Newspaper | Map | Advertisement | Letter | Telegram | Congressional Record | Patent | Press Release | Census Report | Memorandum | Report | Other |
| Newspaper | Map | Advertisement | | | | | | | | | | | |
| Letter | Telegram | Congressional Record | | | | | | | | | | | |
| Patent | Press Release | Census Report | | | | | | | | | | | |
| Memorandum | Report | Other | | | | | | | | | | | |
| 2. | <p>UNIQUE PHYSICAL CHARACTERISTICS OF THE DOCUMENT (Check one or more):</p> <table><tr><td>Interesting Letterhead</td><td>Notations</td></tr><tr><td>Handwritten</td><td>"RECEIVED" stamp</td></tr><tr><td>Typed</td><td>Other</td></tr><tr><td>Seals</td><td></td></tr></table> | Interesting Letterhead | Notations | Handwritten | "RECEIVED" stamp | Typed | Other | Seals | | | | | |
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| Typed | Other | | | | | | | | | | | | |
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