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| **SOAPPS-Tone** |
| **Primary Document Analysis** |
| **SUBJECT** | **What is the main topic or idea of the document? Be able to summarize the main idea in one sentence and no more.**  |
| **OCCASION** | **Where and when was the document produced? What was happening at the time period? This is often called historical context.** |
| **AUDIENCE** | **For whom was the document written/produced? How might an audience have received this document and why?** |
| **PURPOSE** | **Why was the document produced? What did the producer hope to accomplish through his words?** |
| **POINT OF VIEW** | **What does the writer or producer believe? Interpret his writing and tell me why he holds these views.** |
| **SPEAKER** | **Who is the speaker or producer? What can you tell me about his background? How might his personal background have influenced his work?** |
| **TONE** | **What feeling or attitude does this document express? Use descriptive adjectives and adverbs.**  |
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| **OPTIC** |
| **Evaluating Visuals** |
| **OVERVIEW** | **Give a brief overview of the visual. Basically write a short descriptive summary about the visual.**  |
| **PARTS** | **Focus on the parts of the visual. Read all labels and any written words (if you can). What details seem important?** |
| **TITLE** | **What is the title of the visual? What does it have to say about the visual?** |
| **INTERRELATIONSHIPS** | **Using the title, what big umbrella connects the whole visual? Bring its parts together into a coherent picture.** |
| **CONCLUSION** | **Draw a conclusion about the visual as a whole. What does it mean? Why is this visual important to what we are studying? Be able to summarize the visual in a few sentences or a paragraph at most.**  |
| **?** | **WHAT QUESTION WOULD YOU ASK?** |