Document type	Origin	Purpose	Value	Limitations
Diary entry	 Is it a primary source? Who wrote it? Was this person a key individual? When in the course of events was it written? 	 Private reflection? Private reflection with the view to being published later in a memoir? Attempt to justify actions? 	 Content Eye witness account Person was part of the decision making process. Could be candid and honest. 	 Personal involvement could lead to mistruths, omissions, justifications for actions and undue emphasis placed on certain events. Might be written with a view to later publication and therefore wanting to appear in a positive light. Needs to be cross referenced with other primary sources.
Letter	 Is it a primary source? Who wrote it? Was this person a key individual? When in the course of events was it written? 	 Private and candid comments between individuals? Not necessarily intended for public consumption? Attempt to justify actions? Attempt to persuade the recipient to follow a course of action? 	 Content Eye witness account People involved were part of the decision making process. Could be candid and honest. 	 Personal involvement could lead to mistruths, omissions, justifications for actions and undue emphasis placed on certain events. Might be trying to persuade the recipient and therefore not altogether truthful. Needs to be cross referenced with other primary sources.
Speech	 Is it a primary source? Who delivered the speech? Was this person a key individual? When in the course of events did it occur? Where was the speech made? Who were the audience? 	 Public statement of thoughts or of official policies? Propaganda? Facts omitted or exaggerated to suit the audience? 	 Content Statement of official policy. Statement of the individual's ideas and thoughts. Reaction to various events. Statement of intention. 	 Personal involvement could lead to mistruths, omissions, justifications for actions and undue emphasis placed on certain events. Propaganda? Facts omitted or exaggerated to suit the audience. Needs to be cross referenced with other primary sources

Memoir Recollections	 Whose memoir/memories? Was this person a key individual? How long after the period was the memoir published or the memories recounted? 	 Attempt to justify actions? Attempt to remember details of events for later generations? For the general public. 	 Content Eye witness account Person was part of the decision making process. Could be candid and honest. Could be a source of valuable information that otherwise would be lost. 	 Personal involvement could lead to mistruths, omissions, justifications for actions and undue emphasis placed on certain events. Written for publication and therefore wanting to appear in a positive light. Needs to be cross referenced with primary sources.
Official government document	 Is it a primary source? Which institution published this material? Was this document a significant at the time? 	 Public statement of official policies. Propaganda? Facts omitted or exaggerated to suit the audience? 	 Content Statement of official policy. Reaction to various events. Statement of intention. 	 Propaganda? Exaggerations? Only shows one aspect of government policy? Does not show the reasons behind the policy. Does not show how or whether is policy was actually implemented.
Statistics	 Is it a primary source? Which institution published this material? Was this document a significant document at the time? Or is has it been compiled by an historian as part of his analysis? 	 Public statement of official figures? Propaganda? Facts omitted or exaggerated to suit the audience? Statistics used to illustrate an historian's point. 	 Content Statement of official figures. An historian's summary of facts and figures. 	 Propaganda? Exaggerations? Only shows one set of figures. Does not show the reasons behind the statistics. Does not show how these statistics where collected.

History text	 Nationality of the historian? Where was it published? When was it published? 	 Scholarship Objectivity For students of history and for the general public interested in history. To revise previous interpretations of the period or events? To present an alternative view? 	 Objectivity Thoroughly researched. Access to a wide range of sources and evidence. Hindsight New evidence Analysis of cause and effect 	 Topic may have been only briefly researched because it is only a small part of general history text. May not have had access to the full range of sources especially if published in the West before the opening the Soviet archives in 1991 or before the publication of the Chinese "literature of the wounded". Historian may be a Marxist or represent a particular school of thought or national perspective. Unconscious bias
Biography	 Nationality of the biographer? The relationship between biographer and the person? Where was it published? When was it published? 	 Scholarship Objectivity For students of history and for the general public interested in history and in the lives important people. To revise previous interpretations of this person's life? To present an alternative view? 	 Objectivity Thoroughly researched. Access to a wide range of sources and evidence. Hindsight New evidence Analysis of events and of a person's contribution. 	 Topic may have been only briefly researched because it is only a small part of the person's life. Justification. May not have had access to the full range of sources especially if published in the West before the opening the Soviet archives in 1991 or before the publication of the Chinese "literature of the wounded". Biographer may represent a particular school of thought or national perspective.
Photograph	 Is it a primary source? Who took the photo? Was it originally for a private use or the public? When was it originally taken? 	Private family photo?Posed?Propaganda?	 Snapshot of a moment in time. Shows of people lived/dressed/acted. Could be a source of valuable information that otherwise would be lost. 	Propaganda Posed

Cartoon	 Was it drawn at the time? Nationality of the artist? In which newspaper or journal did it originally appear? 	 An interpretation of events at the time. Political comment for readers about particular events or policies. Propaganda? If published in another country is it a positive or negative comment which reflects that country's public opinion? 	 A reflection of public opinion at the time in one of the countries involved. Insightful analysis of events and policies. 	 Represents a particular point of view Opinionated Does not show the evidence to support opinion. Reflecting uninformed public opinion.
Newspaper article	 Was the article written at the time? Or was it written later? Nationality of the journalist? In which newspaper did it originally appear? 	 An interpretation of events at the time. Political comment for readers about particular events or policies. Propaganda? If published in another country is it a positive or negative comment which reflects that country's public opinion? 	 A reflection of public opinion at the time in one of the countries involved. Insightful analysis of events and policies. 	 Represents a particular point of view Opinionated Does not show the evidence to support assertions. Reflecting uninformed public opinion.