Worksheet for HI 1004: Approaching an Item as an Artifact

<table>
<thead>
<tr>
<th>Item</th>
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<tbody>
<tr>
<td>Include Author, Title, Place of Publication, Publisher, Year of Publication.</td>
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<tr>
<th>Action</th>
<th>Question</th>
<th>Notes</th>
</tr>
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<tbody>
<tr>
<td>Describe</td>
<td><strong>Substance:</strong> What is it made of inside and out?</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Content:</strong> Can you read the text? Are there illustrations? What do they represent? Are there any markings that intrigue you?</td>
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<td></td>
<td><strong>Form:</strong> What does it look like? Are there signs of use? How is it put together? How are the pages laid out? What types of fonts are used?</td>
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</tr>
<tr>
<td>Interpret</td>
<td><strong>Sense:</strong> How big is it? Is it heavy or light? What does it feel like?</td>
<td></td>
</tr>
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<td></td>
<td><strong>Think:</strong> Think about what you already know about this topic or period. How does this item relate to your prior knowledge? Who would have used or produced it, where, and how?</td>
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<td><strong>Feel:</strong> What would it be like to read or use this? What would it be like to create it? Does the item trigger any sort of subject response in you? What are your own biases?</td>
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<td>Question</td>
<td><strong>Sum up.</strong> Think about your observations. What do they mean? What does this item tell you about the period or topic you’re studying?</td>
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<td><strong>Formulate a research question.</strong> What does this item NOT tell you? What questions does it raise? What do you want to know more about? Ask Why?</td>
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<tr>
<td>Research</td>
<td>The method of research depends on your discipline and artefact but the first few steps are often the same: Break your research question into smaller questions. What bits of information do you need to piece together?</td>
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## Worksheet for HI 1004: Medical Information in Newspapers

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