

Text Analysis Chart

<p>Title Include the title and anything you notice about the way that the title is written (e.g., does it include any special information?).</p>	
<p>Author Identify who wrote the text as well as any organizational or personal information that is relevant</p>	
<p>Purpose Identify the function that the text serves; say what its author intends readers use it for.</p>	
<p>Audience Identify the groups of readers who the text addresses. There may be primary and secondary audiences.</p>	
<p>Use of Media Identify the components included in the text: words, pictures, video, sound, etc.</p>	
<p>Sections of the Text Identify the components of the text—for instance, what sections does it include? What information is included in each section?</p>	
<p>Level of Detail Indicate the level of specific information included in the text as well as when and how details are used. Consider how technical the information included is.</p>	
<p>Length Indicate how long the entire document is as well as how the lengths of specific sections compare.</p>	
<p>Writing Style Identify the style that the text uses—Is it formal, informal, highly technical, etc.? What information in the text supports the style you have identified?</p>	
<p>Layout & Design Indicate the special features of the text's layout and design, such as use of white space, placement of graphics, use of fonts, and page orientation.</p>	