**Title:** ACAPS—How to read History (Document Based Questions)

**Description:** An ACAPS worksheet helps you convey concepts and information concisely and accurately through a close reading of the text. It requires you to think about the document’s purpose and significance in historical context. Therefore, it will help you gather the necessary material to write your short essays about the importance of any given topic and its related source material—complete with the relevant citations to prove your interpretation.

**Instructions:** In order to more effectively analyze a source, develop the habit of considering the following questions when reading any source material. If it, helps, remember the acronym **ACAPS**— **A**uthor, **C**ontext, **A**udience, **P**urpose, **S**ignificance.[[1]](#footnote-1)

1. **Author**: Who created the source? What do you know about this person or his/her point of view? How might this affect the source’s meaning?

2. **Context**: When and where was the source created? How might this affect its meaning?

3. **Audience**: For what audience was this source created? How might this affect its meaning?

4. **Purpose**: For what reason was this source created? How might this affect its meaning?

5. **Significance**: What can be learned or inferred from this source? What is its main idea? Why is it important?

1. Adapted from AVID Postsecondary Strategies for Success (AVID Press, 2011), pp. 119-121 [↑](#footnote-ref-1)