| Author (Authority) | Author’s credentials?  
| Biographical resources:  
| Electronic Databases: *GaleNet* (includes *Contemporary Authors*), *LEXIS-NEXIS*  
| **In print:**  
| Who’s Who… (under various subtitles)  
| American Men & Women of Science, and many others—check library catalog. | Expertise on the subject?  
| Check critical review(s) –  
| **Electronic Databases** at FGCU:  
| Book Review Digest, Library Literature,  
| Lexis-Nexis Academic Universe,  
| ProQuest Direct  
| **In print:**  
| New York Times Book Review |
| Documentation & ease of use | Does the resource have a bibliography?  
| Does the author refer to other works?  
| Does the author support his/her arguments?  
| Look for a bibliography (references) at the end of the book or at each chapter. | Does the resource have an index?  
| Look at the back of the book.  
| Does the index help you to easily find the needed information? |
| Timeliness | When was the source published?  
| Look for the date on the face of the title page or look for it in the copyright, or look up the book in the library’s catalog. | Is the information still relevant? Date of publication is usually more important in the sciences.  
| In the humanities and historical documents, it can be less important. |
| Further editions generally indicate that the source has been revised and updated. It may also mean that the source has become a standard and is reliable.  
| How do you check a book’s edition?  
| Look up the book in the library’s catalog.  
| Check the title and/or copyright page. |
| Publisher | Academic (university) publishers can be a measure of credibility. Their published titles are often scholarly.  
| Check for the publisher’s name on the book’s spine, the title and/or copyright page.  
| Academic Press, Blackwell Publishers,  
| The popular presses often print fiction but they also publish titles that are credible resources.  
| Check for the publisher’s name on the book’s spine, the title and/or copyright page.  
| Purpose | What is the purpose of the resource?  
| Inform: popular or scholarly subject  
| Persuade: balanced or biased  
| Entertain  
| Sell a product  
| Who is its intended audience?  
| General audience  
| Informed reader  
| Scholar  
| Professional in the field |
| Suitability | Does the resource have the information you need?  
| Look through the table of contents.  
| Search the index.  
| Read through some of the text.  
| Is the material written at a level you can understand?  
| Is the information too general?  
| Is the information too technical? |
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| Web: see Evaluating Web Information |