

S	Subject Identify the subject, topic or theme of the reading. This may be found in the title, or often the first lines of a text.
O	Occasion What is the time and place the information was created?
A	Audience & Author For whom is the piece written? Who is the author? What is he/she known for? What other information about the audience or author is necessary to truly understand the text?
P	Purpose Why was this information created? What was the author's goal? What was he/she trying to accomplish in writing this piece?
S	Significance or So What? What is the greater significance of this primary source? How does it relate to the concept of study? Does it have a larger significance in later history?