**What kind of information is it?**

Information can be categorized to some extent. “Consider the source” is good advice. For example, some information is original or primary. Other information has been filtered, analyzed, processed, or selected by someone other than the original producer. This information is secondary. Information further removed from the original or information about information is tertiary. It must be stressed that the further removed the source is from the original, the more the information may have been changed.

**Subjective VS Objective Information**

|  |  |
| --- | --- |
| Subjective | Objective |
| Understood from one point of view | Understood from reviewing many different points of view |

**Factual VS Analytical Information**

|  |  |
| --- | --- |
| Factual | Analytical |
| Consists of facts, and a fact is “the statement of a thing done or existing”  Short  Nonexplanatory  Often found in reference materials (e.g. encyclopedias) and in statistical information | Interpretations and analyses of facts: interrelations among, implications, and reasons for  Usually produced by experts  Often found in books and periodical articles |

**Characteristics of Information**

|  |  |  |
| --- | --- | --- |
| Primary | Secondary | Tertiary |
| Information in its original form when it first appears  Has not been published anywhere else or put into a context, interpreted, filtered, condensed, or evaluated by anyone else  Examples  Professor’s lecture, newspaper articles written by people at the scene of an event, the first publication of a scientific study, an original artwork, a handwritten manuscript, letters between two people, someone’s diary, or historical documents such as the U.S. Constitution | Has been removed from its original source and repackaged  Restates, rearranges, examines, or interprets information from one or more primary sources  Examples  Your classmate’s notes on a professor’s lecture, a newspaper article reporting on a scientific study published elsewhere, an article critiquing a new CD, an encyclopedia article on a topic, or a biography of a famous person.  Also, secondary information leads you to primary information.  Examples are an index to newspaper articles, an index to articles from scientific research journals, or a bibliography of an author’s original works | Even Further removed from the original information than a secondary source  Leads you to a secondary information  Examples are a bibliography of critical works about an author, an index to general periodical articles, or a library catalog. |