**Steps to Identifying Claims**

1. **Ask:** Does the argument assert that a problem or condition has existed, exists, or will exist? If so, it’s a claim of fact.
2. **Ask:** Does the argument express an evaluation of a problem or condition that has existed, exists, or will exist? If so, it’s a claim of value.
3. **Ask:** Does the argument call for change, and is it directed at some future action? If so, it’s a claim of policy.

**Steps to Evaluating Support for a Claim**

Ask yourself:

1. **Is the source recent?** Has it been published in the past few years? How have things changed since then? If the source was not published recently, is it still an important part of the conversation worth acknowledging?
2. **Is the source relevant?** Does the evidence have real bearing on the claim? Is it pertinent? Is it typical of a larger situation or condition?
3. **Is the source reliable?**  Does the evidence come from recognized experts and authoritative institutions?
4. **Is the source accurate?** Are the data presented in the source sufficient? Have they been gathered, interpreted, and reported responsibly? How do they compare with other data you have found?
5. **Is the source a similar type of composition?** Does the source require a similar set of literacies?

**Steps to Analyzing an Argument**

1. **Identify the type of claim.** Is it a claim of fact? Value? Policy?
2. **Analyze the reasons used to support the claim.** Are they recent? Relevant? Reliable? Accurate?
3. **Identify concessions.** Is there another argument that even the author acknowledges is legitimate?
4. **Identify counterarguments.** What arguments contradict or challenge the author’s position?
5. **Determine the role that genre and medium play in the argument**—does the argument rely on the feature of the medium / genre to strengthen its appeals to ethos / logs / pathos?