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| Speaker | Whose voice is telling the story? The author and the speaker are not necessarily the same. The author may choose to tell the story from any number of different points of view. Is someone identified as the speaker? What assumptions can be made about the speaker? What is the speaker's’ age, gender, emotional state, education, etc.? Does the speaker’s background shape his or her point of view?  |
| Occasion | What is the time and place of the piece, the context that encouraged the writing to happen? Is it a memory, a description, an observation, a valedictory, a diatribe, an elegy, a declaration, a critique, a journal entry…? Writing does not occur in a vacuum. There is the *larger occasion* - an environment of ideas and emotions that swirl around a broad issue. Then there is the *immediate occasion* - an event or situation that catches the writer’s attention and triggers a response. |
| Audience | Who is the audience - the group of readers to whom this piece is directed? The audience may be one person, a small group, or a large group; it may be a certain person or a certain people. Does the speaker identify an audience? What assumptions exist about about the intended audience?  |
| Purpose | Why was this text written? What does the speaker want the audience to think or do as a result of reading this text? How is this message conveyed? What is the message? How does the speaker try to spark a reaction in the audience? What techniques are used to achieve a purpose? How does the text make the audience feel? Consider the purpose of a text in order to examine the argument and its logic. |
| Subject | What is the general topic or idea contained in the text? You should be able to state the subject in a few words or a short phrase. How do you know the subject? How does the author present the subject? Is it introduced immediately or delayed? Is the subject hidden? Is there more than one subject? |
| Tone | What is the attitude of the author? The spoken word can convey the speaker’s attitude, imparting meaning through tone of voice. With written work, it is tone that extends meaning beyond the literal. If the author were to read the passage out loud, describe the likely tone of voice he or she would use. Tone is whatever clarifies the author’s attitude toward the subject. What emotion pervades the piece? How does the diction (choice of words) point to tone? How do the author’s imagery, language, and sentence structure (syntax) convey feeling? |

SOAPSTone encourages and strengthens interaction, comprehension,

and analysis of text. It should be used in conjunction with **annotation!**