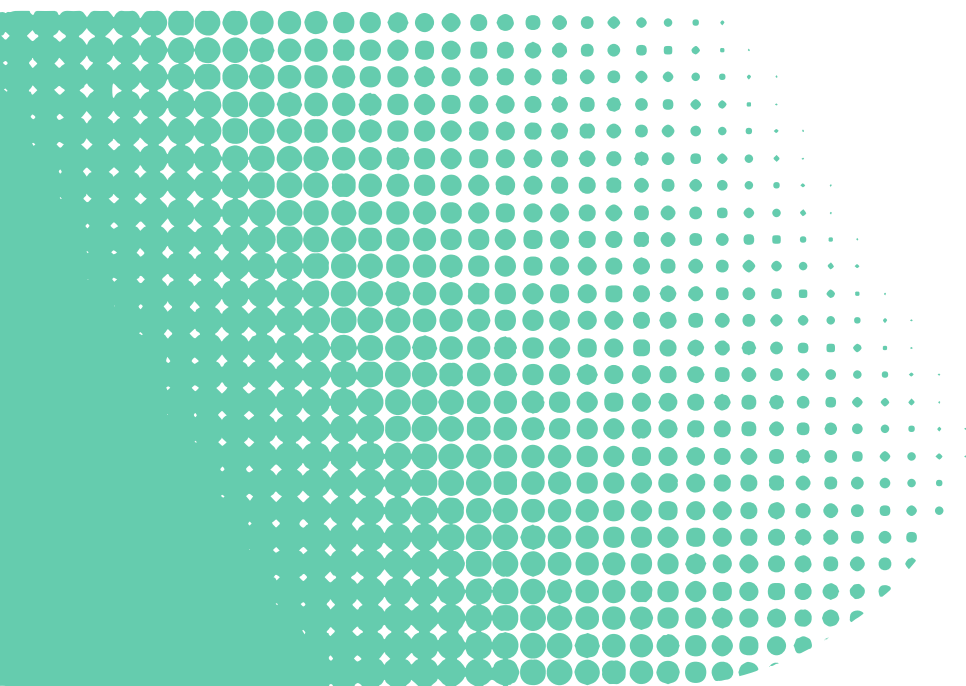




Fact-Checking and Validation Checklist

August 2024



Fact-Checking and Validation

This service involves checking or validating that text or other content is accurate and 'true' before publication. This might include checking bibliographic references, glossary definitions, claims, and other information being delivered as fact.

In consultation with you, we can supply a complete reference where only a partial reference has been given in a publication. We can supply a selected bibliography for a given subject or check that references in a text are consistent with bibliographical references made. We can also check that definitions and descriptions in glossaries are accurate. We welcome any instructions regarding house style.

- In which language(s) do you need the fact-checking or Validation written?
- Does your project require any Translation to be completed?
- If so, please provide us with details.
- What is the nature of the text for which Fact Checking or Validation are required?
- Please describe the subject matter and type of text (e.g. 14th Century Spanish History: Academic Text, Oncology: Medical Reference, Crime: fiction)
- How many words and pages are there in the source text?
- What size page should be used (A4, A5, UK, US, etc.)?
- Which platform will be used to supply us with the text (name, version number, etc.)?
- Is there any additional background or context that you can provide?
- Do you have any other particular instructions or comments for us?