

## DW Verification Checklist

|                   |  |                            |  |
|-------------------|--|----------------------------|--|
| <b>Event:</b>     |  |                            |  |
| <b>Editor(s):</b> |  | <b>Date last modified:</b> |  |

|                             |   |
|-----------------------------|---|
| <b>Verification Status:</b> | <b>Pending</b> , Verified, Unconfirmed, False, Profanity, Graphic ( <b>highlight status</b> ) |
| <b>Permission:</b>          | <b>Yes / No</b> ( <b>highlight status</b> )   |

### Content:

|   |  |
|---|--|
| <b>Screenshot</b>   | Insert here or link to location              |
| <b>Link to content (URL)</b>  |  |
| <b>Claim</b> (What is the content claiming to show?)<br><b>Language</b> (written & heard) |  |
| <b>Publication timestamp</b><br>(Of content item under investigation)                     | Date:<br>Time:                               |
| <b>Similar images &amp; publication dates</b>   |  |
| <b>Location information</b><br>(Of content item under investigation)                      | Country:<br>City:<br>Street:<br>Coordinates: |
| <b>Landmarks / reference points</b>   |  |
| <b>EXIF data</b><br>(Device, timestamp, copyright, credit, etc.)                          |  |
| <b>Red flags &amp; verification notes</b>   | (Please timestamp your notes)                |

### Source:

|  |  |
|--|--|
| <b>Social Media profiles</b><br>(Plus when did user start on Social Network) | Twitter:<br>Facebook:<br>LinkedIn:<br>Other:                                     |
| <b>Real Name</b>   |  |
| <b>Safety &amp; security</b>   | Wishes to stay anonymous / do not contact source / other ...                     |
| <b>Crediting</b>   | Does not want to be credited / credit with real name / credit with ...           |
| <b>Permission content</b> (as agreed with source)                            | No permission / use online only / use TV only / use online & TV                  |
| <b>Permission user data</b> (for future use, as agreed with source)          | Allowed to store user data / not allowed to store user data                      |
| <b>Country of origin &amp; language communication</b>                        |  |
| <b>Email</b>   |  |
| <b>Phone number</b>  |  |
| <b>Address</b>   |  |
| <b>Other contact info</b> (inMail, direct message, employer, etc)            |  |
| <b>Context</b> (history, bias & sentiment of social media contributions)     |  |
| <b>Red flags &amp; verification notes</b>                                    | (Please timestamp your notes) (Add external communication here, emails and such) |

**Document naming format:** event\_name-editor\_verificationstatus\_ddmmyyyy

(example: germanwings-4U9525\_rubenbouwmeester\_pending\_27032015.docx)

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**Reveal project:** [Revealproject.eu](http://Revealproject.eu)