About the Genre: Analysis

What is it?
An analysis describes a project or task that someone wants to do. Analyses describe many factors of the project. They describe the cost, the materials needed, and the ways the project may help or harm the environment. It describes the advantages and disadvantages of the project or task.

An analysis describes facts about the project. It is also presents the author’s opinion about the project. However, the opinion of the author is based on facts and research. Because the author is usually an expert in his or her field, the opinion is also based on the author’s experience and knowledge. An analysis is written before any kind of project is started. For example, people write an analysis before starting a new business. Engineers write analyses before building a dam.

What is the purpose?
The purpose of an analysis is to provide information and expert opinions on a project in order to help people decide whether to do the project. It states the advantages and disadvantages so that everyone involved in the project can make an informed decision.

What is the structure?
An analysis can be very long. Some analyses are hundreds of pages. However, an analysis of a simple project can be as short as one page. An analysis begins with a description of the project. It also explains the setting, where and when the project will be done. It gives important background information that helps explain if the project is a good idea or not. For example, an analysis of a new hotel will explain the history of the neighborhood, why it will attract people, and how many guests they expect to visit.

Next, an analysis describes the advantages and disadvantages of the project. Here, the writer may state his or her opinion, and reasons for the opinion, of what is good and bad about the project.

Finally, an analysis gives a recommendation to start the project or not. The writer may say the project should be changed in some way. For example: This project is too expensive. However, if they can reduce the costs, the project will help the city.

Comprehension Questions
1. An analysis may include which of the following? Choose two.
   a. advantages and disadvantages of a project
   b. an expert’s opinion
   c. photographs of the finished project
2. What is one purpose of an analysis?
3. What is an analysis writer’s opinion based on?
   a. customer reviews
   b. research and facts
   c. how the project helps or harms the environment