Reference Verification Checklist

Use one copy per reference. Tick each box only after completing the check; record unresolved questions before using the source as evidence.

Reference / DOI: _____

Claim to support: _____

- [ ] **Locate the original work**
  Find a publisher record, scholarly database entry or institutional archive.
- [ ] **Match bibliographic details**
  Compare the title, authors, year, venue and other identifying details.
- [ ] **Resolve the DOI, if available**
  Confirm that the identifier points to the same work. A DOI is not mandatory.
- [ ] **Confirm the correct version**
  Distinguish a preprint, final publication, revised edition or other version.
- [ ] **Check the evidence for your claim**
  Read the relevant passage and confirm the context, methods and limitations.
- [ ] **Review publication status**
  Check publisher notices for corrections, retractions and major updates.
- [ ] **Keep a reproducible record**
  Save the source link, date checked and a brief explanation of your decision.

Review outcome

- [ ] Source located and claim supported
- [ ] Source does not support the claim
- [ ] Publication update requires review
- [ ] Metadata needs correction
- [ ] Source not yet verified

Source link / notes:

A valid DOI alone is not enough.

If evidence is insufficient, document the uncertainty. Do not cite an unverified source as established evidence or assume it was fabricated.

Useful tools: DOI.org · Crossref · OpenAlex · Crossmark · publisher records