S>>>> Subject

What is the text/speech regarding? What is the subject?

O>>>> Occasion

What is the occasion for which the text/speech was written/given?



Who is the intended audience in the text/speech?

P>>>> Purpose

What is the purpose/motive for writing about this subject? What is the claim?



Who wrote this piece? How does their background, biases, etc. impact the text/speech?



What is the tone of the text/speech (writer's/speaker's attitude toward the subject)?