A Guide to

Primary Sources

A research guide lists recommended introductory sources for starting the research process. However, it is not a comprehensive bibliography of the topic. Please ask a reference worker for assistance.

Scope

The scope of this guide includes examples of primary sources from the following areas of the library collection:

► The Reference Collection
► General/ Circulating Collection
► The Periodical Collection
► Online Resources

The Definition and Purpose of Primary Sources

A primary source may be defined as “[a] direct source of information or research, a document not emended by a third party.”¹ Examples of this source type include “first hand” accounts of historical events documented during that time period.

The following guidelines will assist with planning and clarifying one’s research methods when searching for, identifying and using primary source documents and media. The following page lists examples of primary source types and locations where these resources are available:

1. Define the topic.
   • Is this researching the history of an event? a theme? an institution? an idea? a place?

2. List the types of resources that will provide relevant information for the topic.
   • Resources may include: correspondence, diaries, newspapers or government records
   • Collections and anthologies which contain primary sources. Use discernment when using these resources may only provide a representative portion or subset of primary source material that may present a biased view of a topic.

3. List the places where these resources would be stored.
   • These would include: state archives, museums, libraries or through online resources (databases or the web).

¹ Source of citation:
Primary Sources – Call Numbers, Subject Headings and Types of Resources

Types of primary sources are listed below to check for in the library. Resources listed in bold indicate subject headings used in the Mack Library’s online catalog. Although call numbers will vary according to subject, primary sources are often classified in under subjects like history (900s), social sciences (300s) and autobiography and biography ("B" – for biography, a sub-category of the 900s).

Note: Primary Sources are increasingly available in digital format in addition to the traditional print format. As a result many of these resources are now available online through the library’s subscription database collection and the websites on the world wide web.

- Addresses (see Speeches..)
- Autobiography/Memoirs
- Census summaries
- Data - Statistics
- Diaries
- Films
- Genealogies
- Government Publications
- Interviews
- Journals
- Letters
- Manuscripts
- Maps
- Newspapers
- Paintings
- Papers
- Personal Narratives
- Records --- examples below
  - Business
  - Census
  - Church
  - Financial
  - Government
  - Institutional
  - Judicial & Legislative
- Speeches, addresses

Where to Find Primary Sources

Repositories are places that collect, catalog, and preserve primary sources.

Repositories – General Public
- Archives – i.e. business, church, government
- Historical Societies
- Libraries – Academic or Public
- Museums – Arts, History

Repositories – Bob Jones University
- Museum and Gallery
- Mack Library
  - Archives
  - Reference Collection
  - Special Collections

► Primary sources may also be found in private collections (i.e. of a family or a private collector).
Reference Collection

Reference works include encyclopedias, dictionaries, handbooks, and almanacs. They are available in the reference section. Please note: The first two titles listed below are directories to find contact information for repositories (i.e libraries, museums) of primary resources.

020 Am35  

069 Am35o  

091 G864  

200.3 M598  

363.33 G954d  

909 M598  

973 M598  

973 St47  

973 M593n  

973.92 M7204  

*Citation formats are taken from MLA 7th edition.*
### General/Circulating Collection

<table>
<thead>
<tr>
<th>Call Number</th>
<th>Author(s)</th>
<th>Title</th>
<th>Publisher &amp; Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>025.065 J6306</td>
<td>Johnson, Carolyn</td>
<td>Using Internet Primary Sources to Teach Critical Thinking Skills in the Sciences</td>
<td>Westport, Conn: Libraries Unlimited, 2003</td>
</tr>
<tr>
<td>308 W277d</td>
<td>Washington, George, Donald Jackson, and Dorothy Twohig</td>
<td>The Diaries of George Washington</td>
<td>Charlottesville: University Press of Virginia, 1976</td>
</tr>
<tr>
<td>970.4 So87 1754/1965</td>
<td>McDowell, William L</td>
<td>Documents Relating to Indian Affairs, 1754-1765</td>
<td>Columbia, S.C: South Carolina Archives Dept, 1970</td>
</tr>
<tr>
<td>B-R R6777m v.1-8</td>
<td>Roosevelt, Theodore, and Elting E. Morison</td>
<td>Letters, Selected and Edited by Elting E. Morison and Others</td>
<td>Cambridge, Harvard University Press, 1951-54, 1951</td>
</tr>
</tbody>
</table>

*Citation formats are taken from MLA 7th edition.*
Archives and Memorabilia Room

The Archives Research Center offers a collection focusing on the history of Bob Jones University including “University publications, oral histories, sermon transcripts, photographs…and other artifacts…”*.

- HC-1-19 Handwritten notes of Dr. Bob Jones Sr.
- Media Cabinet 3 Dr. Bob Jones Jr., Dr. Bob Jones III: Ground-Breaking of Mack Library Drawer 1,8
- PF 27 Black and white glossy photograph of Dr. and Mrs. Bob Jones Jr., Mrs. Jones Sr., a young Bob III, Billy Graham, and other individuals
- Media Cabinet 3 Interview with Mrs. Bob Jones Sr.: CD #5 Drawer 1,8

*Description from the Mack Library libguide for Archives.

The Periodical Collection

Periodicals are published regularly, and are typically indexed. Most periodical literature is now available digital format accessible through the library’s “Online Resources” (ex. Databases). Primary Sources may be accessible through a database in digital format or in non-print format such as microfilm.

Microfiche collection

- M-Fi B/S Su72sm Billy Sunday Papers
- M-Fi 252 Sh92 Bob Shuler’s Sermon Notes
- M-Fi B-T771 Trumball Family Papers

Note: See the Online Resources listed on page 6.

Special Collections

The Special Collections Room located on the second floor of the Mack Library holds many rare collections of which several primary sources are stored.

- 220.44 H354 Hebrew Manuscript from 1410.
- 252 Sp93sn Hand-written sermon outline from Charles Spurgeon
- 270 M365 Chronicon pontificum et imperatorum
Online Resources

Online resources include the library’s subscription databases, recommended websites, CDROM resources and EBook collection. For Periodical literature search the library’s periodical index database, A to Z Electronic Journals. Note: Primary Sources are increasingly available in digital format in addition to the traditional print format. As a result many of these resources are now available online through the library’s subscription database collection and the websites on the world wide web.

Databases

America: History and Life.

America: History and Life is the definitive index of literature covering the history and culture of the United States and Canada, from prehistory to the present. With indexing for 1,700 journals from as far back as 1910, this database is without question the most important bibliographic reference tool for students and scholars of U.S. and Canadian history.

A to Z Maps

A to Z Maps Online.com is the worlds largest subscription-based database of proprietary, royalty-free world, continent, country, and state maps. Included in the 4,000+ maps are: political maps, physical maps, outline maps, population maps, precipitation maps, climate maps, and other thematic maps. New maps are added to the collection every month.

Business Source Complete

Business Source Complete exceeds all other databases available in terms of its premium content of peer-reviewed, business related journals. Included as part of the comprehensive coverage offered by Business Source Complete are indexing and abstracts for the most important scholarly business journals, dating back as far as 1886. In addition, searchable cited references are provided for more than 1,300 journals.

LexisNexis Academic

This database includes more than 6,000 publications spanning areas of general news, legal, business/financial, reference sources and broadcast transcripts. The New York Times is also included in full text back to 1980. The LexisNexis Company Dossier is included in the database.

Oxford Art Online

Oxford Art Online is the innovative new gateway into art research and the access point for Oxford art reference subscriptions and publications. Included in Oxford Art Online are Grove Art Online, Oxford Companion to Western Art, Encyclopedia of Aesthetics, and the Concise Oxford Dictionary of Art Terms.

Salem History

Salem History is the online version of print reference works in history. The titles include Milestone Documents, The Decades Series, Great Lives From History, Great Events From History. [The Milestone Documents set includes full-text primary source documents with expert analysis and commentary.]

*Descriptions are taken from the Mack Library “Online Resources” page
**LibGuides**
Primary Sources - http://libguides.bju.edu/primarysources

**World Wide Web**
**Christian Classics Ethereal Library.** http://www.ccel.org/

**C-SPAN Video Library.** http://www.c-spanvideo.org/videoLibrary/

**Library of Congress.** http://www.loc.gov/index.html
- Film
- Manuscripts
- Maps
- Prints and Photographs
- Sound recordings

**Making of America.** http://quod.lib.umich.edu/m/moagrp/

**University of Exeter Digital Collections.** http://collections.ex.ac.uk/repository/

**World Bank Open Data.** http://data.worldbank.org/