



**VIRAL**

## Using Documents Process

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1. Work with primary sources (original documents), and whenever you have not worked with primary sources before follow this process for every type of primary source: meet the document, observe its parts, try to make sense of it and use it as historical evidence.
2. Once you have become familiar with using primary source documents, you can start to analyze documents and identify which one is primary and what is secondary.
3. Below are some example of what is Primary and what is secondary.

### **What is a Primary Source?**

A primary source is an original record of a political, economic, artistic, scientific, social, and intellectual thought or achievement of a specific historical period. Produced by the people who participated in and witnessed the past, primary sources offer a variety of points of view and perspectives of events, issues, people, and places. These records can be found anywhere—in a home, a government archive, etc.—the important thing to remember is they were used or created by someone with firsthand experience of an event.

#### *Examples of Primary Sources*

- Audio: oral histories or memoirs, interviews, music
- Images: photographs, videos, film, fine art
- Objects: clothing (fashion or uniforms), tools, pottery, gravestones, inventions, weapons, memorabilia
- Statistics: census data, population statistics, weather records
- Text: letters, diaries, original documents, legal agreements, treaties, maps, laws, advertisements, recipes, genealogical information, sermons/lectures

### **What is a Secondary Source?**

A secondary source is a work that provides information on the primary source being researched. A secondary source describes, summarizes, analyzes, evaluates, or is based on the primary source and is written by someone who did not participate in the event. Usually the author of a secondary source will have studied the primary sources of an historical period or event and will then interpret the "evidence" found in these sources.

#### *Examples of Secondary Sources*

- Textbooks, encyclopaedias, chronologies, fact books
- Biographies, monographs, dissertations
- General histories, journal articles, or books written about a time period "after the fact"





