Purpose- Analysis and comparison of two (2) primary sources. A primary source (also known as a primary document) is an original document that was written by a participant in or an observer of an event. It is different from a secondary document, which is written by an historian many years after the event has occurred (for example: your World History textbook is a secondary document).

Objective-Each student will choose (2) primary documents (maximum) for this assignment. You will choose your two (2) primary documents from the list of Recommended Documents posted on the webpage (go to Recommended link). The primary documents have been selected from the following books:


(This book has been placed on reserve at the front desk (Circulation desk) in the Dunwoody Library).


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(Each of these three books may each be checked out for two hours, but each must remain in the library. If you take one of them from the library, you will have many points deducted from your final grade on the writing assignment.)

Once you have selected your two primary documents, you will make a photocopy of each of the documents while you are in the library. Be sure that you photocopy the complete document, including the introduction to the document. Don’t reduce the size of the document when you photocopy it. (Ask the library staff how many free photo copies that Perimeter students are given for each semester).
A word about outside sources

Any source other than those listed in the books edited by Peter Stearns, Kevin Reilly or Philip Riley that is web-based (like Wikipedia) or found in a book or scholarly publication is considered an outside source. I prefer that you do not use outside sources. However, if you do choose to use and include material from one or more outside sources in your paper, then you must properly cite the outside source or sources by including them in a footnote at the bottom of the page. If you are quoting directly from the outside source, you must enclose that quotation within quotation marks followed by the citation of the source, which is contained in a footnote at the bottom of the page. Even if you do not quote the outside source directly, you still have to cite the information that you used from that outside source in a footnote at the bottom of the page. See under “To avoid plagiarizing your paper” for the proper method of citing outside sources.

Avoiding plagiarism

Plagiarism. “Plagiarism is presenting another person’s work as one’s own. Plagiarism includes any paraphrasing or summarizing of the works of another person without acknowledgment, including the submitting of another student’s work as one’s own. Plagiarism frequently involves a failure to acknowledge directly in the text, notes, or footnotes the quotation of the paragraphs, sentences, or even a few phrases written or spoken by someone else. The submission of research or completed papers or projects by someone else is plagiarism, as is the unacknowledged use of research sources gathered by someone else when that use is specifically forbidden by the faculty member. Failure to indicate the extent and nature of one’s reliance on other sources is also a form of plagiarism. Failure to indicate the extent and nature of one's reliance on other sources is also a form of plagiarism. Any work, in whole or part, taken from the internet without properly referencing the corresponding URL (along with the author’s name and title of the work, if available) may be considered plagiarism.”

http://codeofconduct.gsu.edu/files/2016/08/Georgia-State-University_Student-Code-of-Conduct-20162017_08172016.pdf

Students have a right to appeal a grade awarded on the basis of alleged cheating or plagiarism. See “Procedures for Resolving Matters of Academic Honesty” in the Student Code of Conduct.”

http://codeofconduct.gsu.edu/files/2016/08/Georgia-State-University_Student-Code-of-Conduct-20162017_08172016.pdf

As noted above, if you use one or more outside sources, including those found online, you must properly cite the source or sources that you use. This instructor reserves the right to award any failing grade, especially the grade of zero, for a paper that has been plagiarized. Should you submit a paper that is plagiarized, you will receive a failing grade for that paper, and you should consider that as your final grade for the paper, and must not assume that you will be given any chance whatsoever to rewrite the paper.

To avoid plagiarizing your paper, you must properly cite the source or source that you used for the material that you included in the paper. All of the sentences from the source or source that you
used that contain direct quotations must be enclosed within quotation marks. Even if you use material from another source or sources and paraphrase it, you still have to properly cite it.

1) Citing a source taken from the internet: at the end of the sentence that contains material taken from an outside source or sources, click on “references” (in Microsoft Word), click on “insert footnote,” which will create a footnote number at the bottom of the page. At the bottom of the page, type in the first name and last name of the author of the article (if known), followed by a comma, the title of the article, followed by a comma, followed by typing in the complete URL of the source that you used.

2) Citing a source taken from a book or journal article: at the end of the sentence that contains material taken from a book or an article, go to “references” (in Microsoft Word), click on “insert footnote,” which will create a footnote number at the bottom of the page. At the bottom of the page, type in the first name and the last name of the author of the book or article, followed by a comma, the title of the book (then underline) or the journal article (put in parenthesis), followed by a comma, the place of publication and the date of publication (if a book) or the title of the journal followed by its individual number (if an article), followed by a comma, followed by the page number(s) of either the book or the page number(s) of the article.

Requirements

1. Your paper must have a cover page, which includes your name, the date the paper is due, the title of the course and the topic of the paper. (A title for the paper is optional). This cover page does not count as the first page of your paper. Type it as a separate Word document to avoid creating a page number on the cover page.

2. Your paper must be typed in font size 12, "Times New Roman," and it must be double-spaced.

3. You must turn in at least 3 complete typed pages at the minimum. Maximum number: 5 typed pages. (I prefer that you do not exceed 5 pages).

   • Be sure to add numbers to your pages (upper right-hand corner, but do not number the first page of text). To eliminate the first page number, (In Microsoft Word) go to “Insert,” click on “Page Number,” click on “Format Page Numbers,” and make sure the numbers are sequentially, 1, 2, 3, etc.; then click again on “Page Number,” click on “Top of Page,” and select “Plain Number 3;” This Opens up “Header and Footer Tools,” now click on “Different First Page,” which will eliminate the first page number.

4. Write this paper in your own words, using complete sentences. Be sure to use correct spelling and proper grammar. Pay close attention to such conventions of English as sentence agreement
(consult your freshman English text if you do not know what this is). Do not use bullet points. Do not work together with other students on this assignment-write your own individual paper.

5. **No block quotes** are allowed in any part of your paper.

**IMPORTANT:** do not simply copy sentences or phrases from the document without including quotation marks. If you directly copy a sentence or phrase from the document without including quotation marks, your grade will be lowered considerably.

6. Be sure to write formally-do not use any slang words or sentences.

**Especially avoid this phrase:** “Smith (the author) talks about….” Instead, use this phrase: “Smith discussed…” (Or) “Smith emphasized…”

Avoid use of the word “we.”

Avoid the use of the word “us.”

Avoid the use of the word “ours.”

7. Staple your paper before turning it in. Staple the pages of each of the copies of your two documents. Then attach with a paper clip the copies of the two documents to the back of your paper. Make sure that you have included **complete copies** of the two documents (i.e., include the introductory section along with ALL of the pages-make certain that there are no missing words, missing sections, nor parts of the document that have been cut off). **Do not submit a reduced copy.** Your document will be returned to you if you don’t follow this requirement, and you will be expected to resubmit another copy that is complete. If you have highlighted or marked on your documents, you may attach those documents-you do not need to submit a “clean” copy.

**Each student is responsible for stapling his/her own paper, and for providing their own paper clip or binder clip to attach the two documents to the end of the paper.**

8. You may bring your paper to class the day that is due. Allow adequate time to print your paper in the computer lab. Don’t be late to class because of the paper.

However, to avoid being late or missing class, you have the option of placing the paper in the plastic box next to my office door by the end of the day. (6:00pm). Do not slide it under my door.

9. **Only hard copies of the paper will be accepted. Please do not send any e-mail attachments.**

If you have any uncertainty about this writing assignment, please come and talk with me. Please don't wait until the night before it’s due to contact me.
You will be graded on how well you are able to demonstrate that you understand the contents of both documents. Failure to demonstrate understanding will lower your final grade considerably. If you don’t understand them, feel free to choose two other documents, or feel free to come by my office and ask me to assist you in understanding them.

Use a dictionary when you encounter an unfamiliar word while reading a document.

Please note: This is not a project where you work with another person. Pick your own two documents, and do your own work. Do not copy from the work of another person.

What this assignment is not:

1) A paper in which you only summarize the facts contained in the two documents.

2) A research paper about the subject of the two documents.

Writing the Paper

Suppose that you selected the book Documents in World History and then selected “The Potosi Mine and Indian Forced Labor in Peru” as your first document and “Slavery on the Haciendas, in Yucatan” as your second document.

At the top of your first page (not the cover page) you will write out a complete citation of each of the two documents you have chosen. You will write your citations based on the guidelines in the Chicago Manual of Style, which is used by historians. This means that the citation begins with 1) the complete title of the document, 2) the editor of the book from which you chose the document, 3) the title of the book, which is in italics, 4) the place of publication and the publisher, 5) date of publication, and then the page numbers of the document. Then, you must include the original source for the document as cited by the editor of the text (either Stearns, Reilly or Riley). Cite the earlier document which you have chosen first. Make sure your citation of each document is single-spaced.

For the first citation that I have listed for Source #1 (see below), here is how I got the information for each category prior to writing out the first citation:


Editor: Peter Stearns et al (means more than one author).

Title of the book from which you chose the document: Documents in World History: Volume II, The Modern Centuries: From 1500 to the Present.
The place of publication and the publisher followed by the date of publication in parenthesis: (New York: Harper and Row, 1988).

Page numbers of the document: 83-84.


Here is the actual citation, which is an example of the documents found in *Documents in World History*:


**Note that the citation is single-spaced.**

(After you double-space, then list the second (later) document.)


**Note that the citation is single-spaced.**

Your citations refer to the fact that you found the documents in Stearns’ text, **but be certain** to include the original source as well, which **Stearns lists at the bottom of the page** at the beginning of each chapter.

Here are examples of how to cite two documents from the book edited by Kevin Reilly,


**Note that each citation is single-spaced.**

Your citations refer to the fact that you found the documents in Reilly’s book, but be certain to include the original source as well, which Reilly lists at the bottom of page iv and then continues on pp. 362-365 of his text.

Here are examples of how to cite two documents from the book edited by Philip F. Riley:


**Note that the citation is single-spaced.**

Your citations refer to the fact that you found the documents in Riley’s text, but be certain to include the original source as well, which Riley lists at the bottom of the first or second page when he begins a new chapter.

**Note: Beginning your paper with the proper citations of the two documents is very important. Failure to properly cite the document will result in points being deducted from the grade you receive for the writing assignment. The amount of points deducted will be determined by the instructor.**
**Reading the documents**

The primary documents which are included in each of the three source books listed on the previous page are actually **excerpts** taken from various primary sources. These documents were chosen by each of the editors of the three books, Peter Stearns, Kevin Reilly, and Philip Riley, respectively. Keep this in mind when you are reading each of the two documents that you have selected. You will notice that each document that you have chosen is preceded by an **introduction**, which provides the reader with background information about the primary document which follows. This introduction should be read carefully in order to fully understand the contents of the document. **The introduction, of course, is not the document**; the document follows immediately after the introduction. **Do not** attempt to analyze a document until you are sure that you understand the contents of it. For background reading about the subject of and the author of each of the documents that you have chosen, you should read the *World History* textbook written by William J. Duiker. **Reminder:** the introduction and the document are not one and the same—don’t confuse them.

**Introductory Paragraph.**

Following the citation of the second primary document, single-space four times, and then begin by writing a brief introductory paragraph, in which you explain what motivated you to choose these two primary documents, along with identifying a theme that you think connects both of them. This introductory paragraph is the **first paragraph** of your paper, and should be no longer than four sentences. You may write in the first person when answering this question.

**Analysis of the First Document.**

In the **second paragraph** of your paper, in essay style, answer each of the following questions about the first document. Use the document and its introduction. **Any quotation from any portion of the Introduction to the document must be enclosed within quotation marks followed by the page number from where you got the quote, which is placed within parenthesis at the end of the sentence. Place the period at the end of the parenthesis.**

Do not include the numbers when you answer each of the following questions:

1) Who is the author or authors of the document, and what purpose did he/she/they have in writing it?  
   (Remember that you are reading an excerpt of the original document. It may be helpful to just think what the purpose is of the excerpt that you have before you). Read the introduction to the document to find out who the author is. If the author is unknown, indicate that the author is anonymous. (Note: the author is the individual that originally wrote the document. Someone like Peter Stearns or Kevin Reilly or Philip Riley is not the author, but an **editor**, since he has put the excerpt of the document
together with excerpts of all the other documents that are in the book that you checked out. **Don’t confuse the author with the editor**.

2) Which group of people made up the intended audience that the author was writing to at that time?

Think carefully about this question—it is often a key to understanding the purpose and contents of the entire document. (It is highly recommended that you use a dictionary to look up the meaning of the word audience).

(Note: do not write out the above questions in your paper. Just answer them in essay style).

In the third paragraph of your paper, in essay style, answer the following question about the first document. (Do not include the number when you answer the following questions).

3) What are three (3) major points (i.e. statements/ ideas/themes) that you find in the first document?

Write out the first point/statement/ idea made by the author in a complete sentence. For example, your sentence should state “The first point that the author makes (or “The first major idea is…..” being sure to state what the point is in your own words—and also making the point statement as specific as possible). Then, in the very next sentence, use a direct quotation from the document which exactly matches the idea you selected. When quoting a sentence or phrase from the document, it must be placed within quotation marks. Make sure you use the complete quote (no abbreviations). At the end of the quotation, enclose the page number where you located the quotation in parenthesis. Place the period at the end of the parenthesis.

Look carefully at the following example taken from the “Funeral Oration” of Pericles, the leader of Athens, Greece in 430 B.C.E. Here is the passage that I will be using:

“But while the law secures equal justice to all alike in their private disputes, the claim of excellence is also recognized; and when a citizen is in any way distinguished, he is referred to the public service, not as a matter of privilege, but as the reward of merit” (110).  

Here is the idea: Athenian law guaranteed that all of its citizens would receive equal treatment, but a person who wanted to be a leader in that city-state had to earn the position through individual achievement instead of expecting that it would be handed to him based on family connection.

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Here is how I would write out this idea:

Pericles’ first idea is that while Athenian law guaranteed that all citizens be treated equally, Athenian society only promoted to leadership that citizen who had earned the position through achievement instead of through inheritance. “But while the law secures equal justice to all alike in their private disputes, the claim of excellence is also recognized; and when a citizen is in any way distinguished, he is referred to the public service, not as a matter of privilege, but as the reward of merit” (110).

You do not need to write another citation of the first document, since it has been previously cited at the beginning of your paper. But you do need to include the page number in parenthesis after the quote. Make sure that the quote that you use fits the idea you have identified.

Next, write out the second point/idea statement made by the author in a complete sentence. Then, in the very next sentence, use a direct quotation from the document which exactly matches the idea you selected. As above, make sure the direct quotation is placed within quotation marks. Enclose the page number where you located the quotation in parenthesis.

Then, write out the third point/idea statement made by the author in a complete sentence. As above, in the very next sentence, use a direct quotation from the document which exactly matches the idea you selected. Again, make sure the direct quotation is placed within quotation marks. Enclose the page number where you located the quotation in parenthesis.

Note: Be sure to address each of the ideas in the order in which they appear in the first document.

Analysis of the Second Document.

In the fourth paragraph of your paper, in essay style, answer each of the following questions about the second document in the same way you answered them about the first document. Use only the document and its introduction and avoid using outside sources. Don’t include the numbers when you answer each of the following questions:

1) Who is the author or authors of the document, and what purpose did he/she/they have in writing it?
   (Remember that you are reading an excerpt of the original document. It may be helpful to just think what the purpose is of the excerpt that you have before you).
   Read the introduction to the document to find out who the author is. If the author is unknown, indicate that the author is anonymous. (Note: the author is the individual that originally wrote the document. Someone like Peter Stearns or Kevin Reilly or Philip
Reilly is not the author, but an editor, since he has put the excerpt of the document together with excerpts of all the other documents that are in the book that you checked out. Don’t confuse the author with the editor).

2) Which group of people made up the intended audience that the author was writing to at that time? Think carefully about this question—it is often a key to understanding the purpose and contents of the entire document. (It is highly recommended that you use a dictionary to look up the meaning of the word audience).

(Note: do not write out the above questions in your paper. Just answer them in essay style).

In the fifth paragraph of your paper, in essay style, answer the following question about the second document.

2) What are three major points (i.e. statements/ideas/themes) that you find in the second document?

Write out the first point/statement/idea made by the author in a complete sentence. For example, your sentence should state: “The first point that the author makes (or The first major idea is…..)” being sure to state what the point is in your own words. Then, in the very next sentence, use a direct quotation from the document which exactly matches the idea you selected. When quoting a sentence or phrase from the document, it must be placed within quotation marks. Make sure you use the complete quote (no abbreviations). At the end of the quotation, enclose the page number where you located the quotation in parenthesis. Place the period after the parenthesis.

[Review the example above (p.9) based on the passage from the “Funeral Oration” of Pericles, the leader of Athens, Greece in 430 B.C.E.]

You do not need to write another citation of the document, since it has been previously cited at the beginning of your paper. But you do need to include the page number in parenthesis after the quote. Make sure that the quote that you use fits the idea you have identified.

Next, write out the second point/idea statement made by the author in a complete sentence. Then, in the very next sentence, use a direct quotation from the document which exactly matches the idea you selected. As above, make sure the direct quotation is placed within quotation marks. Enclose the page number where you located the quotation in parenthesis.

Then, write out the third point/idea statement made by the author in a complete sentence. As above, in the very next sentence, use a direct quotation from the document which exactly
matches the idea you selected. Again, make sure the direct quotation is placed within quotation marks. Enclose the page number where you located the quotation in parenthesis.

**Note:** Be sure to address the ideas in the order in which they appear in the second document.

**Connecting the Two Documents.**

To be eligible for an “A” for this paper, you will need to add a **sixth paragraph**, in which you explain the connections between the documents. By connections, I mean:

Identifying at least two **similar** ideas or themes that are found in both documents, or 2) identifying at least two **different** ideas or themes found in both documents. Write out **the first similarity or difference** that you identify in your own words. Then, in the next sentence, use a direct quote from the first document (being sure to include the title of the first document) which exactly matches the similarity or difference, and following the quote, include a corresponding page number enclosed in parenthesis. This allows the reader to locate the idea or theme to which you are referring. Next, use a direct quote from the second document (being sure to include the title of the second document) which exactly matches the similarity or difference, and following the quote, include a corresponding page number enclosed in parenthesis. Next, write out **the second similarity or difference** that you identify in your own words. Then, in the next sentence, use a direct quote from the first document which exactly matches the similarity or difference, and following the quote, include a corresponding page number enclosed in parenthesis. This allows the reader to locate the idea or theme to which you are referring. Next, use a direct quote from the second document which exactly matches the similarity or difference, and following the quote, include a corresponding page number enclosed in parenthesis.

**Reaction Paragraph (optional).**

You may add a final paragraph to express your personal reactions or comments about what you have read in these two documents. You can also discuss what you learned from reading the two documents. Since this is not an opinion paper, **make certain** you have completed all previous steps before you offer your personal opinion. You may write in the first person when answering this question.

Remember, your goal in writing this paper is to give an analysis of the document, not merely a summary, nor a commentary about it. You may only **give your comments about the document in the last paragraph of the paper.**

Each of the above sections are listed to help you plan out your paper, but should not be included in your paper.