**WORKSHOP ON ARCHIVAL SOURCES &**

**HISTORICAL RESEARCH METHODS**

**BIEA & Kenya National Archives, Nairobi**

**24-25 March 2014**

*This workshop will introduce archival sources and historical research methods to scholars with limited experience of historical research. The workshop will provide an introduction to historical research methods. Using local archives in eastern Africa as our main examples, we will review how archives are organised, the logic of search facilities, and the principal methods of document identification. Systems of cataloguing and retaining personal sets of documents from archives will be described, as will citation methods. A detailed introduction to the Kenya National Archives will be followed by a research visit to the KNA, where participants will undertake specific and practical research assignments related to their own doctoral projects.*

***Monday am, 24 March Venue: Seminar Room, BIEA, Nairobi***

8.30 am Introduction to historical methods, with reference to East Africa

- Oral histories; Archival sources; Media sources;

Visual sources; Material sources

- Triangulation

9.15 am Archival research methods

- Provenance: how is the archive created?

- A poisoned well? Silences?

- Taxonomy and classification: organising the archive

- Search tools and finding aids: identifying what you want

- Using archival documents: Notes? Xerox? Digital?

- Retaining and organising archival sources for personal use

- Use archival sources in writing: citation systems

10.30 Tea/coffee

11.00 Types of archive

- Personal archives

- Non-governmental institutional archives

- Governmental department & local archives

- National government archives

\* The National Archives, Kew, UK

\* Kenya National Archives, Nairobi

\* Tanzania National Archive, Dar es Salaam

11.30 An introduction to the Kenya National Archive

12.00 Assignment of individual research tasks for KNA

***Monday pm, 24 March Venue: Kenya National Archives, Nairobi***

2.00 Registration at Kenya National Archive, Nairobi

2.30 Introduction to search aids (Richard Ambani)

3.00 Personal research projects (with guidance).

4.30 KNA closes

***Tuesday 25 March Venue: KNA, Nairobi, until 3.00***

***BIEA, Nairobi, from 4.00***

8.30 am KNA opens

Personal research projects (with guidance)

3.00 pm Finish at KNA

4.00 pm De-briefing and Q&A at BIEA, Seminar Room

- student reports

- Q&A

**Notes**

* Students may wish to continue with research tasks at the KNA in the following days.
* Photocopying of documents is permitted at KNA, at a very reasonable charge per sheet. Copying takes several days to complete, however, so if copies are ordered students need to make arrangements to collect and pay for the copies.
* The use of cameras for digital copying is currently not permitted, except under licence.

Workshop co-ordinator: Professor David M. Anderson

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