



# def·i·ni·tions / ,defə'niʃH(ə)ns/

## Research

The systematic investigation into and study of materials and sources in order to establish facts and reach new conclusions.

## Sources

**Primary Source:** a document, first-hand account, or other source that constitutes direct evidence of an object of study

**Secondary Source:** a book, article, or other source that provides information about an object of study but does not constitute direct, first-hand evidence

**Tertiary Source:** generally provides an overview or summary of a topic, and may contain both primary and secondary sources.



# Classifying Information

**Fact** - a thing that is known or proved to be true

**Conjecture** – an opinion or conclusion formed on the basis of incomplete information or insufficient evidence for proof

**Legend** – a traditional story sometimes popularly regarded as historical but unauthenticated

**Folklore** – traditional beliefs, customs, and stories of a community, passed through the generations by word of mouth

**Myth or Fable** – a widely held but false belief or idea

**Historical Fiction** – blends actual places and events with a fictional story.

# Part One

## Before You Begin

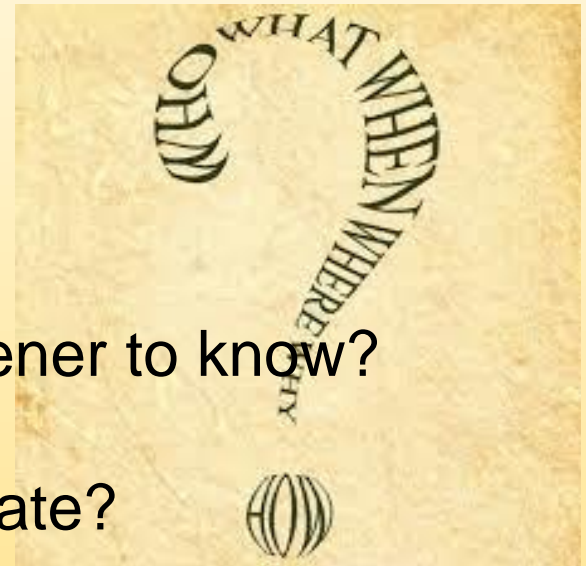


# Define the Research Project

- ✓ Write an article or book?
- ✓ Teach local history to students?
- ✓ Give a presentation?
- ✓ Create a display or exhibit?
- ✓ Create a chronology or time line?
- ✓ Assist a family researcher?
- ✓ Teach a seminar?
- ✓ Work with an organization?

## Answer these Key Questions

- ✓ Who is the audience?
- ✓ What do I want the reader/listener to know?
- ✓ Is there a completion or due date?
- ✓ What's the best delivery method?
- ✓ Where will the project be made available?

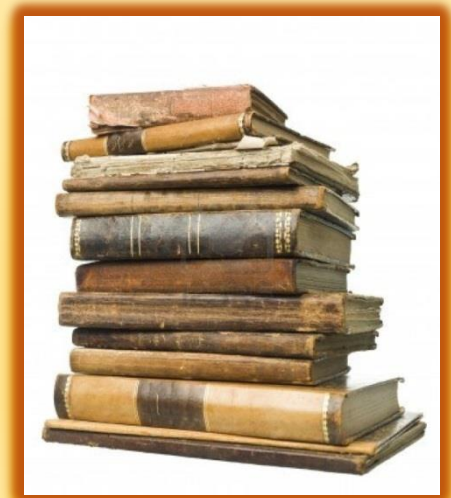


## Consider...

- How will I distinguish fact from conjecture?
- How can I substantiate the facts?
- How will I resolve conflicting information?
- Should I incorporate family stories, legends?
- How do I streamline the topic if it's too long?
- Can this research be used in other formats?

# Typical Source Materials

- Published histories, newspapers
- Maps, Gazetteers, City Directories
- Census Records
- Letters and Diaries
- Legal Documents – military records, deeds, wills
- Vital Records
- Photographs and Illustrations
- Town Minutes
- Cemetery Records
- Family Files or Genealogies
- Internet Sites.





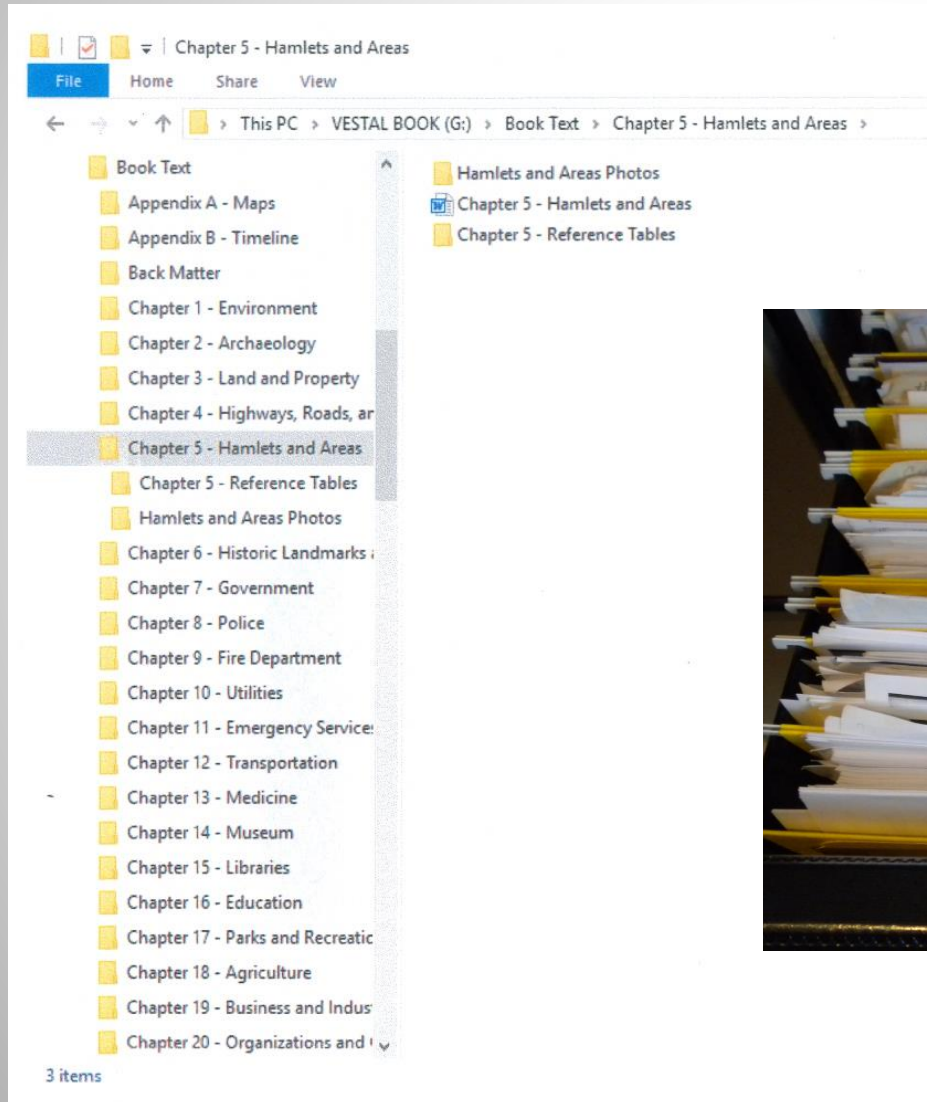
# Part Two

## Project Setup

# Project Preparation

- **Organize for Easy Retrieval**
  - Set up folders for copies
  - Set up folders for images
  - Create a separate folder for notes and your outline.
- **Begin all Projects by...**
  - Creating a simple outline
  - Adding chunks of information
  - Reorganizing the material into a logical order.

# Samples



# Remember to...

- **Back Up Your Work**

- Periodically photocopy your handwritten work
- If you are composing on a computer, back up your work frequently
- Back up to a flash drive or external hard drive  
Never to the same hard drive or CD/DVD
- If you are composing the text as a recording, make a backup.



# Part Three

## 5 Research Examples

# Five Research Examples

- 1. Book**
- 2. Evaluate an Existing Article**
- 3. Roadside Marker**
- 4. Display or Exhibit**
- 5. PowerPoint Presentation**

# Research Example One – A Book

**“Welcome to Vestal – A History and Reference”**

## **Initial Questions:**

- Who is the audience for the book?
- What is the topic?
- Is it a narrative, photos, or a combination?
- Will there be an index?
- What will the physical size be?
- Will it be black & white or color?
- Hardcover or softcover?
- What type of binding?

## Consider...

- Will it include interviews
- How will “misinformation” or “legends” be handled?
- What is my publication date goal?
- Will I ask anyone for help; typing, scanning, locating information, writing publicity?
- Will I self-publish or seek a publisher?
- Who pays any expenses?
- Will I handwrite the text, use a computer, or recorder?
- Who will design the cover?
- Who will prepare the final text and select the images?



# Samples

## Welcome to Vestal...a History and Reference

### FRONT MATTER

#### Title Page –

#### Acknowledgements of Contribution

**Table of Contents**  
The structure of this book is set up using the file  
You can also find information online under the P

#### Introduction

- o Talk about gaps in records

### PART ONE – Geography & Infrastructure

#### Chapter 1: Environment

- Geology
- Climate/Weather
- Creeks and Streams – Big Choconut, Tr  
Willow Run, Cork Hill
- Hills – Pierce, East, West, Bunn, Grippen
- Susquehanna River
  - o Flood Control
- Pollution
- Plants and Animals
- End Notes

#### Chapter 2: Archaeology

#### Chapter 3: Land and Property

- Tracts and Parcels
- Early Settlers
- Separation from Union
- 18<sup>th</sup> Century Lifestyle
- Maps and Deeds
- The French Tract
  - o Location
  - o Chronology
  - o Railroad
- Early homes
- Subdivisions
  - o Go through each with dates and
- End Notes

#### Chapter 4: Highways and Roads

- Plank Roads and dirt paths

which was constructed to reduce traffic on Front Street. Gro  
exploded after two additional lanes were added in 1951. W  
1967? "Five Corners" was reduced to Four Corners, which

Vestal's ma  
the Susque  
could not co

Add the fol

#### AREAS

Bun  
Fron  
Glen  
Sou  
Vest  
Vest  
Clay  
East  
Wes  
Land  
Full

#### Check the

Just to com  
Gardens, G

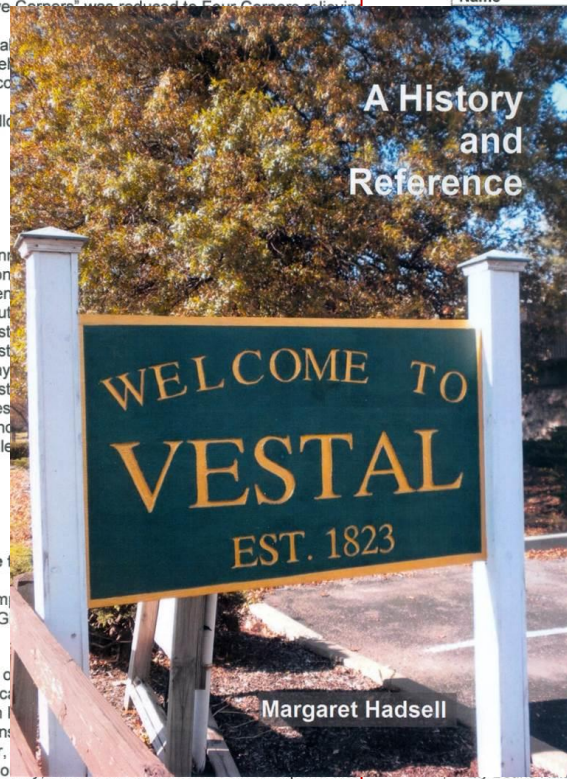
The name of  
any historica  
name from  
rafts to trans  
Supervisor,  
of Tioga Co  
border was moved east. With the decline of the logging ind  
in farming, Ross Corners is now primarily residential.

Tracy Creek, once known as Hard Scrabble, was named fo  
between Ross Corners and the Pennsylvania border along  
Creek. Known for numerous water and steam-powered mills  
shop, wagon shop, cooper shop, shoemaker, churches, two

### Agricultural Reference

Farms over 50 Acres

Name	Type	Facts
Stock Farm	Dairy and Livestock	William Rood
	Dairy	Walter L. Johnson
ook	Poultry	Orin J. White and xxxx Bacon
	Dairy	Hazard Lewis
	Poultry	Willis
	Dairy	O'Hara
	Dairy	L. A. Mason
	Dairy then Produce	Breed
	Dairy / Shad	John Mersereau
	Dairy	L. A. Mason
	Dairy	
	Dairy	
	Dairy	
	Dairy	
	Produce	
	Produce	
	Produce	
	Dairy and Livestock	



ords for farm information (1865) and 1900.

Bunn, Eldridge, Swan, Martin, Clark, Peabody, Weed, Seymour, Harrington,  
ounds, Wakeman, Winans, Ford, Hogan, and LaGrange farms to name just a

#### Horticultural Statistics from Census Records

	1825	1835	1845	1855	1865	
Acres			6648 ¼			
			15 2/3			
			262			
Beans			14 ¼			
ed			140 ½			
Buckwheat - Acres of			396 ½			

# Example Two – Evaluate an Existing Article

## Hattie Cooper and the Indian

Is it fact or historical fiction?

### Begin by:

- Reading the information thoroughly
- Making a list of key dates and clues:
  - Took place in 1893 on Rock Road
  - Location is “wild”, out of town
  - Widow Hattie Cooper was 53
  - Husband died in 1886
  - Hattie finds Native American grave w/knife
  - Clifford & Leonard Van Hank and tavern
  - Harmed Hattie and stole silver teapot
  - Ghost of Indian scalped & killed them.

## Sources Used to Validate or Disprove

- Native American history of Vestal
- Historical maps showing Rock Road and residents
- Census Records for the period
- Deeds
- City Directories – but not in this case.
- Cemetery records – [findagrave.com](http://findagrave.com)
- Historical newspapers – [fultonhistory.com](http://fultonhistory.com)
- Obituaries
- Family Folders

**Finally.....**Document your conclusions, cite the sources, and file it with a copy of the original story.

# Hattie Cooper and the Indian

Rock Road

## Hattie and the Indian

By JOYCE KOPANSKY

Hattie Cooper took the silver teapot down from the shelf. Brewing a fresh pot of tea, she remembered how it was when, as a bride, she first moved to the farmhouse on Rock Road.

After her husband died of influenza in 1886, friends urged her to move to town. But at 53 years of age, Hattie had too many memories to leave behind and she chose to stay, solitary though it was. She would survive, and if she should be lonely for company, other than the animals, the horse and wagon would do nicely for a trip to town.

It was still wild in the Vestal hills back then; the night sounds could be strange and frightening. But at night, when all was quiet, Hattie knew and was not afraid of the secret one who walked in silence.

Digging her garden one day, she had come across a shallow grave. Gently pulling the dirt away, she found the skeleton of an Indian with his knife laid beside him. Tears fell from her eyes upon this remnant of a once proud forest child. Carefully, she covered him with earth and rocks so no others would disturb him.

She told no one and chose another spot nearby for the garden.

It was thus no surprise to her the first time she sensed his presence and instinctively opened her heart. From that time there was a communication of reverent understanding between them.



Joyce Kopansky stands at the site of the discovery.

The Vestal hills were full of game; local farm boys hunted and kept their larders full, sometimes leaving a trail at Hattie's.

But not Clifford and Leonard Van Hank. Mean and low, they were too lazy to do much work on the ramshackle where they lived with their parents. Their brothers' interest lay mainly in ways to keep themselves in whiskey. Clifford, all alone, had long been on their likely source of money.

One Friday night in November, 1893, the threat of snow didn't keep the Van Hanks at home and they were out drinking, meaner than ever.

When their money was gone, they left the

Laughing, they mounted their horses and rode down the road toward the cliff hung gorge. The night was unusually quiet; the moon partly slid behind a cloud, leaving an eerie glow. As they approached the ravine, the horses stopped, refusing to go on, mind-

Leonard were found. They had been scalped.

Hattie healed, mended her house and made tea for many more years in the silver teapot that mysteriously returned to its spot on the shelf that same night.

### Investigation of "Hattie Cooper and the Indian" Story

Story Content	Research Reveals
Takes place on Rock Road	Rock Road follows the path of a small tributary that flows into the Sugar Creek. It is a short road through a small gorge.
Story takes place in 1893	By 1893, Vestal had a population of more than 2100. Rock Road is in Vestal Center which had stores, churches, and other small businesses. Rock Road is within a mile of those businesses.
Story is about Hattie Cooper, age 53	Census records and maps do not include anyone by the name of Cooper living in Vestal Center
Hattie's husband died in 1886	Death records and cemetery records do not include a male by the name of Cooper who died in 1886.
Hattie found bones and knife of Native American	Vestal had three Native American locations along the Susquehanna River, approximately 4 miles from Vestal Center.
Hattie felt protected by a presence	No way to prove or disprove.
Clifford and Leonard Van Hank road past on way home	Rock Road is a short connector road with little use. It connects a country road to the larger Powderhouse Road.
Broke in, injured Hattie and stole silver teapot	There is no evidence in deeds or maps that a family named Cooper lived on Rock Road.
The Van Hank brothers rode through gorge on way home.	<ul style="list-style-type: none"> <li>A search of census records for nearby areas in both New York and Pennsylvania did not locate anyone with the name Van Hank.</li> <li>Local newspapers did not produce an article about the incident which</li> <li>Their deaths would be in the Town of Vestal death records, and are not.</li> </ul>
	The obituary of the author's husband mentioned that he enjoyed writing stories for family and friends.

Conclusion: The story, likely written by Edward Kopansky, is fiction.

# Research Example Three – Roadside Marker

## Dewey's Mill

### Background Information:

- ❖ Current Owners Question
- ❖ Local Grist Mill Known as Dewey's Mill
- ❖ Previous Marker – 1973 Eagle Scout Project
- ❖ Newspaper Article by Dewey's Granddaughter
- ❖ Primary Source Showing Mill
- ❖ Millstone?

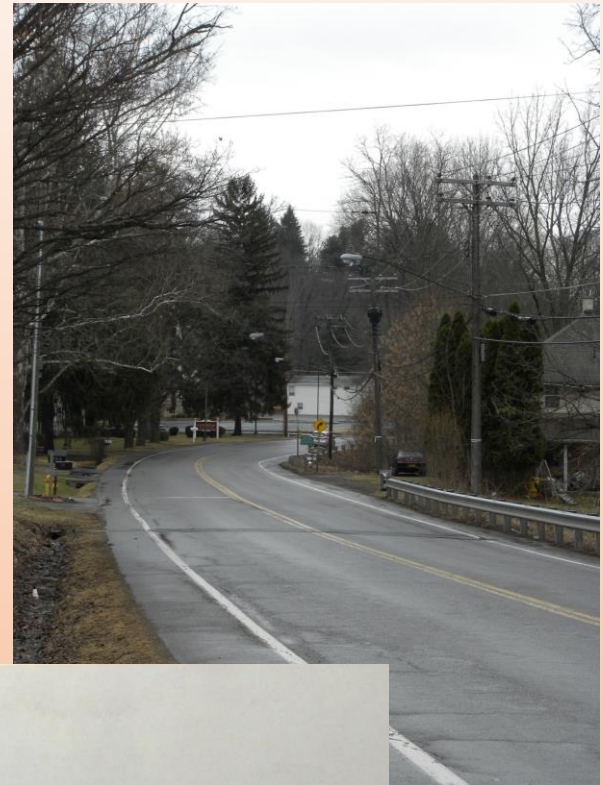
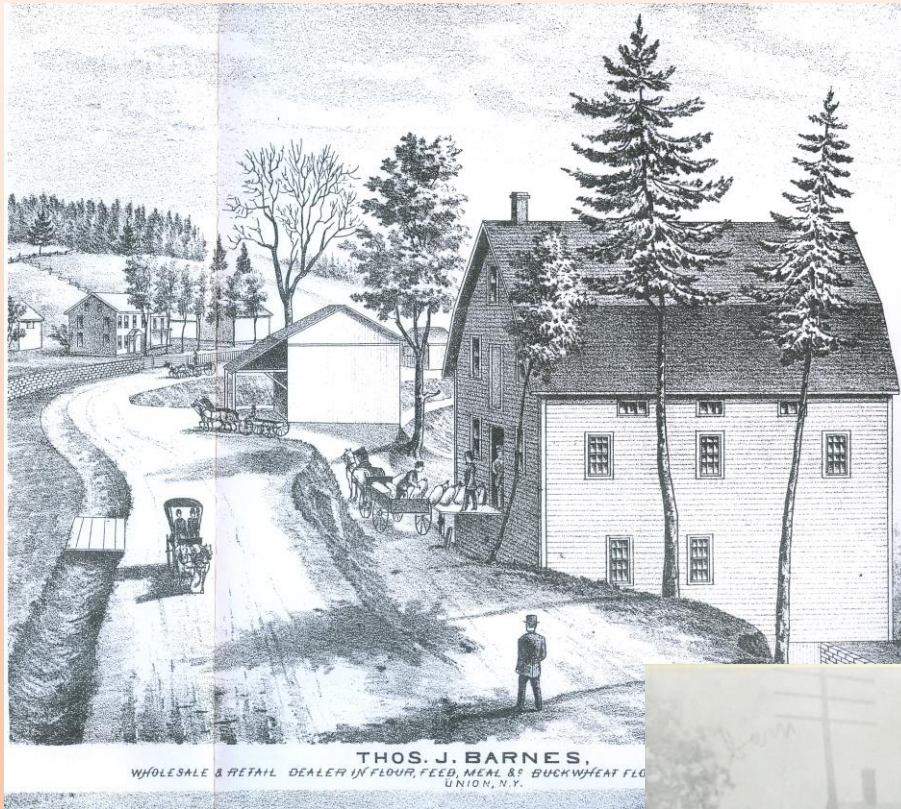


# Sources Used

- ❖ Newspaper articles about mill
- ❖ Ads for mill
- ❖ Deeds
- ❖ 1876 Historical Atlas and Gazetteer
- ❖ Published histories
- ❖ Ancestry and Family Search
- ❖ Family files and genealogies
- ❖ Online information about millstones
- ❖ Photos from collection.



# Samples

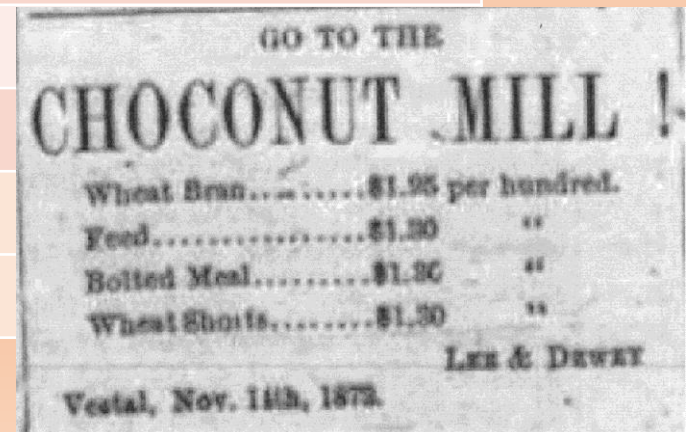


**1876 Gazetteer**



# Compiling and Selecting Facts

Use	Facts Compiled
	Sawmill built in c. 1819 by John Eldridge
X	Name: Dewey's or Choconut Mill
X	Grist mill built 1865 by Hezekiah Lee
X	Burned in 1874
	Owned by Anson Dewey and Thomas J. Smith
X	Closed about 1910
	Dewey takes own life
	Dam and Raceway
	Millstone?
	Robbery
	Dam and Raceway

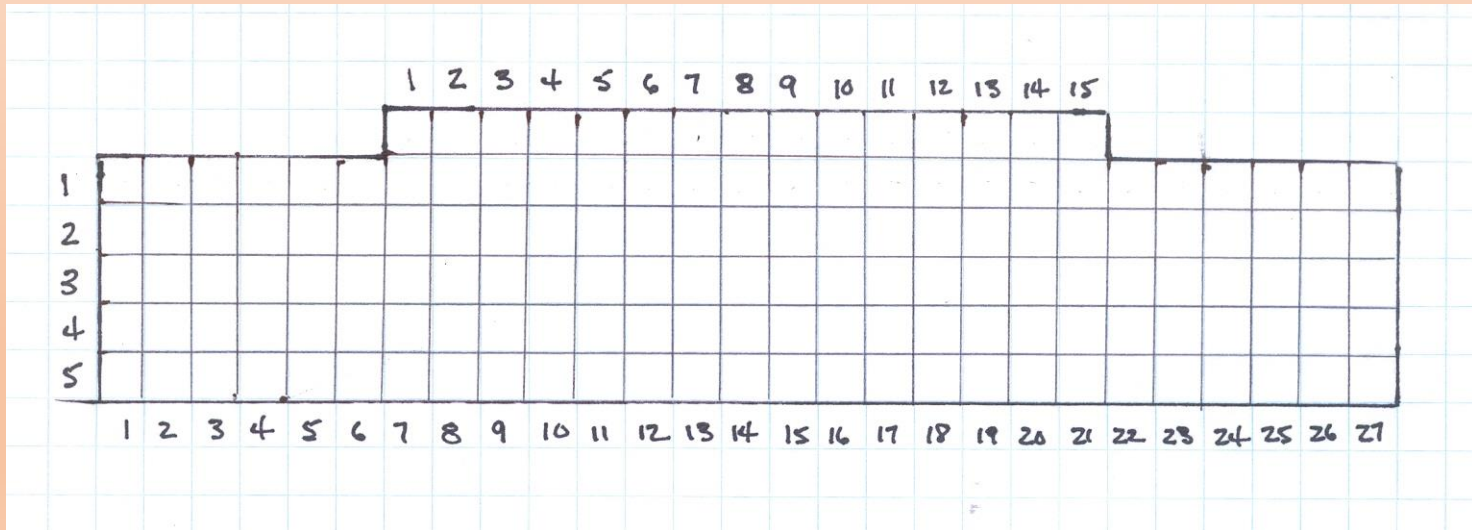




# Composing the Text

- Title = 15 Characters
- 5 Five text lines, 27 characters each
- Blanks between words and punctuation are counted.

## Historical Marker Work Sheet



# Replacement Marker

1973 Marker



2017 Marker



# Research Example Four – Display or Exhibit

## Civil War Display

### Answer these questions:

- What Civil War topic will the exhibit cover?
- Who is the audience?
- Where will it be displayed?
- How much space do I have?
- What type of lighting does the area have?
- Is the display in a cabinet or **in the open?**
- How long will it be displayed?
- Do I have materials or do I need to buy them?



## Continue with...

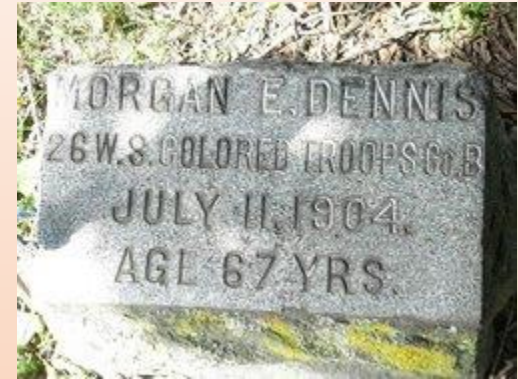
- What color scheme works best?
- How much is my budget?
- Do I have elements from other projects I can use?
- Can the display be used in another application?
- Can the display be placed in another location?
- Where will I store the display afterward?



# Content Research

Focus on Vestal enlistments...

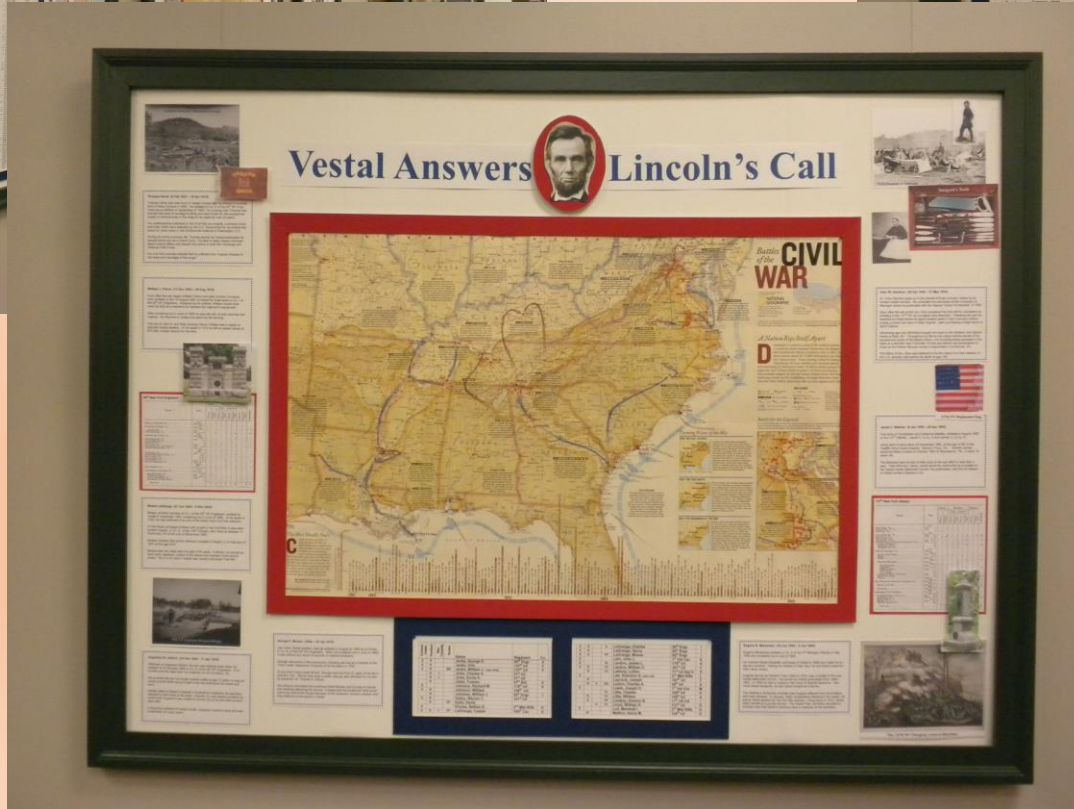
- Who were Vestal's veterans?
- What companies did they join?
- Did they return, or die during war?
- Where are they buried?
- What do we know about their lives?
- What images can be incorporated?



# Design – Develop – Announce

- List the display elements
- Sketch elements on paper
- Layout physical items
- Try difference size labels
- Photograph preliminary layout
- Finalize all elements
- Assemble display
- Photograph finished display
- Announce it!

# Samples



# Research Example Five – PowerPoint

## “Effective Research Tips & Techniques”

### Answer these questions:

- Who is the audience?
- What should be covered?
- What is the due date?
- How much time is allotted?
- Where will it be given and when?
- What equipment do I take?
- What is the estimate of attendees?
- What graphics or props will be used?
- Will there be handouts?



# Development

- Create the Initial Proposal
- Refine the Outline
- Develop Slides from Outline
- Refine and Rearrange Slide Content
- Select Color Palette
- Add Images
- Incorporate Animation
- Link to video or website, if applicable
- Review, Tweak, Review
- Create handouts, if applicable.



# Getting the Most from Your Research

## **Research for “Welcome to Vestal” will be:**

- Used in all formats.

## **The Hattie Cooper Store:**

- Will be in the Legends and Myths Chapter of “Welcome to Vestal”.

## **Historical Marker**

- Used in Welcome to Vestal
- Used in PowerPoint on Landmarks

## **Information from the Civil War Display was:**

- Used for cemetery walk and recognition
- Displayed at Museum
- Used by students
- Used by family researchers
- Included in “Welcome to Vestal” book.

## **The “Effective Research Tips & Techniques” PowerPoint:**

- Will be part of the Manual on the APHNYS website.

# Recap of Key Points

- **BEFORE YOU BEGIN** ask the key question:  
Who is the Audience?
- Select the Appropriate Format
- Organize Your Research Materials
- Create an Outline
- Populate the Outline
- Reorganize Content into a Logical Order
- Complete Final Preparation
- **ALWAYS** Read Your Final Material **OUT LOUD**
- Keep Your Source Material.

# Final Research Tips

- Research to the Fullest
- Keep Notes in a Spiral Bound Notebook
- Keep Copies of Research Materials
- Document Where You Did and Didn't Find Something
- Create Abridged Versions of Presentations
- Create Chronologies of Research Topics.

## Vestal Newspaper Chronology

Year	Fact or Event
1936	<b>Vestal Booster</b> – Ted Morse was publisher. Lasted only a short time.
1947	<b>The Vestal News</b> – First issue= 20 November 1947 Last Issue=10 May 1984

# Chronology Sample

	<p>Notes:</p> <ol style="list-style-type: none"> <li>1. First issue was delivered by the publishers to 250 paid subscribers.</li> <li>2. Published on Thursdays from 1947 thru Sept 1956,</li> <li>3. Original location, back of the shoe shine parlor next to the Post Office on Front Street.</li> <li>4. Paper moved in 1951 to 515 Front Street.</li> <li>5. 1954 = Hambalek and Eckert sold paper to James and Robert Trevitt.</li> <li>6. June 1957 = George and Adabelle Hill purchased interests.</li> <li>7. Three owners of Our Press Inc., one of which was Southern Tier Publications, Inc. moved from Star Instrument Bldg. in Chenango Bridge to new plant at 44 Kattleville Rd. Chenango Bridge 22 April 1976.</li> <li>8. Gordon Allen, who joined the VN in 1970 as editor was editor and general manager 11 January of 1980 when he left to prepare for a career in law.</li> <li>9. Armin E. Wimmer became publisher in January 1981 as well as being president and sole owner of Southern Tier Publications, Inc.</li> </ol> <p>Note: The Vestal News and Tempo of the Towns were published concurrently.</p>
1971	<p><b>Tempo of the Towns</b> – Ran concurrently with the Vestal News (same staff) First issue = Wednesday 17 February 1971. Editor = Gordon Allen Publisher = George R. Hill Located at 515 Front Street, Vestal (The Vestal News building)</p>
1984	<p><b>The Vestal News</b> and <b>Tempo of the Towns</b> – were combined to produce the Valley News.</p>
1984	<p><b>Valley News</b> – First issue of Valley News was 17 May 1984. Last issue was 8 September 1989. Southern Tier Publications, Inc., 201 Main Street, Vestal Publisher = Armin E. Wimmer General Manager = Dick Roche Editor was Curt Vincent <b>Valley News</b> was replaced by the Vestal Town Crier.</p> <p>Notes:</p> <ol style="list-style-type: none"> <li>1. Valley News published on Thursdays</li> <li>2. Closed 8 Sep 1989</li> <li>3. Operated under various names for about 37 years.</li> </ol>
1989	<p><b>Vestal Town Crier</b> – first issue dated 5 October 1989. Published by Masthead Publications, Inc. Publisher = Donald Einstein</p>
2010	<p>VTC became official town newspaper for Vestal legal notices.</p>

# Part Four

## Rules and Guidelines

# Copyright - [copyright.gov/](http://copyright.gov/)

## Sec. 107. Limitations on exclusive rights: Fair use

*Fair use Factors include:*

- 1. the purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes;*
- 2. the nature of the copyrighted work;*
- 3. the amount and substantiality of the portion used in relation to the copyrighted work as a whole; and*
- 4. the effect of the use upon the potential market for or value of the copyrighted work. The fact that a work is unpublished shall not itself bar a finding of fair use if such finding is made upon consideration of all the above factors.*

## **“When is my work protected?”**

Your work is under copyright protection the moment it is created and fixed in a tangible form that it is perceptible either directly or with the aid of a machine or device.”

A photograph is automatically copyrighted by the photographer, not the holder of the photo. Copyright can be legally transferred to another.



# Attribution

**Attribution** in **copyright** law, is acknowledgement as credit to the **copyright** holder or author of a work. This is the distinguishing factor between plagiarism, which is not a crime, and **copyright** infringement, which may be a cause of legal action from the author.

Attribution is about crediting a copyright holder according to the terms of a copyright license, usually crediting artistic works like music, fiction, video, and photography.

# Citation

Citation is a scholarly practice for tracking the ideological underpinnings of a work, usually referencing sources like published books, articles, government documents, primary sources.

# Internet Sources

- [Fultonhistory.com](http://Fultonhistory.com) – Free searchable newspapers from 1800 forward.
- Copyright Rules and Guidelines – [copyright.gov](http://copyright.gov)
- [Familysearch.org](http://Familysearch.org) – Free membership
- [Findagrave.com](http://Findagrave.com) – Cemetery gravestone photos and information
- [Ancestry.com](http://Ancestry.com) – Requires subscription – Free at many libraries
- Help with Citing Sources – [libguides.mit.edu/citing](http://libguides.mit.edu/citing)
- NYS Library Research - [nysl.nysed.gov/research.htm](http://nysl.nysed.gov/research.htm)
- NYS Archives – [archives.nysed.gov](http://archives.nysed.gov)
- Plus....
  - Historical societies
  - Online books
  - ....other historians!



**Q's & A's**

*Thanks for Attending!*

**Effective Research Tips  
& Techniques**

**All Sources are Available at the Historian's Office**