How to go from... to
You received an assignment or have to write an essay or paper.

Now what?

Go to the Library!
Hours

Mondays - Fridays

7:30 – 17:00

Holidays 7:30-16:30
The Library offers you information…

- Access to **databases** (where scientific information is grouped together, and access is quick and easy)
  - **International databases** - Access to scientific articles and theses
  - **South African databases** – Access to books, journals and newspaper clippings
- **Books** (printed and electronic)
- **Journal articles** (printed and electronic)
Electronic library services

- WiFi in the library
- Computer stations
- Plugs for laptops
- Plugs to recharge phones
Off-campus access to databases

**Username:** Surname

**Password:** Student number or ID number

Please contact [Hester.Lombard@nwu.ac.za](mailto:Hester.Lombard@nwu.ac.za) should you experience problems with access.
Working off-campus on the web/internet you will be prompted for your *username* and *password* with this screen.
Also available in the Theology Library

Printer

Printing credit (at the counter)

40c per page
Photocopy machines

50c per page
Do your own scans
Purified water

(Empty bottle at the counter = R2.50)
Types of information sources in the Library

• **Books**
  (Complete, comprehensive)
  Handbooks
  Dictionaries
  Encyclopedias
  Commentaries
  e-books

• **Journals**
  (Short, specific and recent information)
  (printed + electronic)

• **Theses**
  ProQuest

• **Newspaper clippings**
  SAMedia

• **Web**

Use more than one source type for your research.

(ask the library – they know!)
Books

You may borrow 6 books for 2 weeks.

2 renewals if book wasn’t requested by another user.

Renewals: Online with library record
or
In the library

Remember your UNIVERSITY CARD!
Access to all NWU libraries!

• Ferdinand Postma library (campus)
• Education science library
• Music library
• Natural sciences library
• Vaal campus library
• Mafikeng campus library
<table>
<thead>
<tr>
<th>Books in the Library</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Open shelves</td>
<td>May be borrowed</td>
<td>e.g. 246.1 GOL</td>
</tr>
<tr>
<td>Reference works</td>
<td>Only for use in the Library</td>
<td>e.g. R225.1 BIB</td>
</tr>
<tr>
<td>Reserved books</td>
<td>Only for use in the Library</td>
<td>Recommended by lecturers</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ask staff at the counter</td>
</tr>
<tr>
<td>Study collection</td>
<td>Only for use in the Library</td>
<td>Prescribed books</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ask staff at the counter</td>
</tr>
<tr>
<td>Electronic books</td>
<td>Available everywhere on your</td>
<td>Username and password</td>
</tr>
<tr>
<td></td>
<td>computer</td>
<td></td>
</tr>
</tbody>
</table>

On the shelves you will first find the reference books, followed by the books on the open shelves.
How are books shelved?

• With **numbers** (this a **subject number**). Books on the same subject stand together. E.g. books on Matthew at 226.2.

• **How to find the call number of a book:**
  Look on the **catalogue**.
  (Don’t go to the shelves without this number!)
How to find the number on the shelves

Books are arranged in **numeric order**.

For the same number, books are **alphabetically** according to the letters following the number.

E.g. 221 CON
     222 SMI
     222 WEN
     222.12 VEN
     222.26 DIR

- **Ground level:**
  Reference works, books 000-230, journals T/Teol A-R

- **First floor:**
  Books 231-999, journals T/Teol S-Z, T/Sem. Tale, T/Klass. Tale
General information for assignments

- **Use Harvard style** – Click for NWU Referencing guide
  Klik vir NWU Verwysingsgids

- **NO Plagiarism!**

- **Copyright Act** – 10% or one chapter of a book may be copied or scanned

- **Keep record of sources consulted.** Bibliographic details, links for information from the internet.

- Use the **table of contents** (front) or **index** (back) to locate information.

- **Use bibliographies** to identify other sources.
My friend Google???
Google provides… vs Library provides…

- Quantity
- Not organised
- Everybody’s thoughts (even that of fools)
- Not permanent
- Not always free
- Not reliable

NO Wikipedia!

- Quality
- Organised
- Scientific
- Always available (archives, databases)
- Free (because the Library pays – a lot!)
- Valid and reliable

Suitable for research
My friend the Library!

[Website link: https://libguides.nwu.ac.za/theology-guide]
Before you use information from the internet, evaluate it!

- Author
- Purpose
- Audience
- Content
- Scope of information

- Acceptable websites: .gov, .org, .ac, .edu

- Publication
- Recency
- Writing style
- Presentation
- Links

Use only scientific information if you want to pass!

Click here for guidelines to evaluate information from the internet
LibGuide for Theology

User-friendly subject-specific tool where the library services and resources for Theology students can be found in one place.

(Not necessary to go to several places on the web!)

http://libguides.nwu.ac.za/theology-potch

Bookmark this page!
<table>
<thead>
<tr>
<th>Faculty</th>
<th>Guides</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economic and Management Sciences</td>
<td>6</td>
</tr>
<tr>
<td>Education</td>
<td>2</td>
</tr>
<tr>
<td>Engineering</td>
<td>7</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>13</td>
</tr>
<tr>
<td>Humanities</td>
<td>13</td>
</tr>
<tr>
<td>Law</td>
<td>1</td>
</tr>
<tr>
<td>Music</td>
<td>1</td>
</tr>
<tr>
<td>Natural and Agricultural Sciences</td>
<td>11</td>
</tr>
<tr>
<td>Theology</td>
<td>2</td>
</tr>
</tbody>
</table>
OR

Go directly to the LibGuide for Theology

libguides.nwu.ac.za/theology-potch

OR

Google nwu libguide theology
Bookmark this page

OR

Make it a favourite on your computer.
Welcome to the Library guide for Theology. Here you will find a OneStop service to assist you in your studies or research at the Faculty of Theology of the North-West University.

Welcome first years!

Library hours
The Theology Library is open:
Mondays - Fridays 7:30-17:00

Recommended browser:
Chrome or Firefox.

Library Services
- Binding services
- Bookings
- Course reserves
- eFund
- Exam papers
- Important dates
- Loan Services
- My Library account

User guides
- NWU Harvard referencing guide
  Guidelines for bibliographies and bibliographic references. Faculty of Theology uses NWU Harvard style (first part of book). Printed book @ R70 at Theology Library.
- NWU Harvard verwysingsgids
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- NWU Guıda de referencias (Harvard style - Portuguese)
- Référentiel guide de la NWU (Harvard style - French)
- Information retrieval guide for Theology
- Guide for writing assignments
- Gids vir die skryf van referate
- NWU Manual for Master's and doctoral Studies
- NWU Handleiding vir Meestersgraad- en Doktorale Studie
- Abbreviations of Biblical books and Apocrypha

Library guides
- Postgraduate Support
- M & D programmes
- Christian ministry and leadership
- Church Polity
- School of Ancient Languages and Text Studies
- Postgraduate Support
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• Get you reading history.
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**Mahikeng: Faculty Librarian**

**Boitumelo Masilo**

**Email Me**

**Contact:**
- **Tel.:** +27 (0)18 389 2105
- **Fax:** +27 (0)18 389 2114

North-West University
Mahikeng Library
Building A-7

**Potchefstroom: Faculty Librarian**

**Hester Lombard**

**Email Me**

**Contact:**
- **Tel.:** +27 (0)18 299 2836
- **Fax:** +27 (0)18 299 2807

North-West University
Potchefstroom
Theological Library
Building K11

**Vanderbijlpark: Faculty Librarian**

**Malose Langa**

**Contact:**
- **Tel.:** +27 (0)16 910 3042
- **Fax:** +27 (0)16 910 3171

North-West University
Vanderbijlpark
Building 13

Latitude: S 26° 43' 35.5044"
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More about books

- Which books may be borrowed? What is reserved books?
- Which Dewey number for my subject?
- Renew your books here

Search e-books

- Search e-books (on the catalogue)
- Go to the web page for e-books
- eBook Central
  
  Academic Complete, a growing eBook collection that spans all areas.

- Directory of Open Access Books
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**How to find a book**

Search in the Library Catalogue and Beyond

- **Catalogue**

Search the catalogue for books, eBooks, theses, DVD's, and more.

- **Keyword**
- **All NWU libraries**
- **Search**

**More about books**

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- Renew your books here

New acquisitions for all NWU

Interlibrary loans

Request books/articles not available in our Library from other academic libraries. Service available to postgraduates. **Search on OCLC** for the required book or journal title.

Contact the Library for assistance with interlibrary loans.

Search e-books

An e-book (electronic book) is a book published in electronic/digital format, so you can read it on your computer or any handheld device (e.g. cell phone).

- Search e-books (on the catalogue)
- Go to the web page for e-books
- eBook Central
  - Academic Complete, a growing eBook collection that spans all areas.
- Directory of Open Access Books
Do an **advanced search** for more specific results.
Electronic books are currently included in the catalogue.
Welcome to the Library guide for Theology. Here you will find a OneStop service to assist you in your studies or research at the Faculty of Theology of the North-West University.

### Articles/Journals

#### Find a specific article

1. Search in the [AtoZ list of electronic journals](#) to determine whether it is available electronically.
2. Search in the [catalogue](#) to determine whether it is available in printed format.
3. Do an interlibrary loan. Contact the Library for assistance.
   (Available for staff and postgraduates.)

#### Find information on a specific subject - EbscoHost

- **EBSCOhost**
  - Search information on international databases. Select the following databases for EbscoHost:
    - Academic Search Premier
    - Africa-Wide Information
    - ATLA Religion Database
    - eBook Collection
    - E-Journals
    - Literary Reference Center
    - MasterFILE Premier
    - New Testament abstracts
    - Old Testament abstracts
    - OpenDissertations

#### Database access

- **Username**: Surname
- **Password**: University number OR identity number (ID) OR pass...

More information about passwords

Contact hester.lombard@nwu.ac.za if you experience problems with your account. Always include your university number in communication.

#### Google Scholar Search

Use the [advanced search](#) option to search for more specific results in Google Scholar. When you access GoogleScholar from the Library, you may get more results in full text than going to the webpage directly since results not available in full text on the Library's databases.

![Google Scholar](#)
How to find a specific article

1. Search in the AtoZ list of electronic journals to determine whether it is available electronically.
2. Search in the catalogue to determine whether it is available in printed format.
3. Do an interlibrary loan. Contact the Library for assistance.
   (Available for staff and postgraduates.)
Ebsco is a large collection of journal articles. Ebsco is a large database, host for many (multidisciplinary) databases.

A journal article is a short scientific paper on a specific research subject.

How to search on EbscoHost
EbscoHost

Tick these databases for Theology

• Academic Search Premier
• Africa-Wide Information
• ATLA Religion database
• eBook collection
• E-journals
• Literary Reference Center
• Masterfile
• New Testament abstracts
• Old Testament abstracts
• Philosopher’s Index
• SocIndex

Add these databases for specific subjects

Counseling

• Health Source – Consumer edition
• Health Source – Nursing/Academic
• PsycArticles
• PsycInfo

Languages

MLA international bibliography
If you don’t go through the LibGuide to GoogleScholar, you will find less articles in full text.
How to search on African journals

1. Search in the AtoZ list of electronic journals to determine whether it is available electronically.
2. Search in the catalogue to determine whether it is available in printed format.
3. Do an interlibrary loan. Contact the Library for assistance.
   (Available for staff and postgraduates.)
## Commentaries (free internet resources)

- Old Testament commentaries and sources
- New Testament commentaries and sources
- Bible commentaries online
- BibleGateway.com
- Bible Hub commentaries
- Biblestudytools
- Blue Letter Bible commentaries
- Calvin's commentaries
- Christianity.com Commentaries
- Classic Bible commentaries
- Commentary critical and explanatory on the whole Bible / Jamieson, Fausset & Brown
- International critical commentaries
- Matthew Henry's concise commentary on the Bible
- Studylight commentaries

## Lexicons

- German-English dictionary of theological and philosophical German
- Collins dictionary, German-English / English-German, also definitions
- *Vine's dictionary of Hebrew words*
- Strong's Hebrew dictionary
- Greek and English lexicon
- New Testament Greek lexicon
- Groek dictionary
- Strong's Greek-English glossary
- Lewis and Short Latin dictionary
- Latin dictionaries for first years
- Concordances
- Concordance Strong Francaise
- Dictionary of modern written Arabic
- Kassis, H.E. 1983. A concordance of the Qur'an

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Bible commentaries available on the internet
Lexicons / dictionaries for Hebrew, Greek, Latin, French

- German-English dictionary of philosophical German
- Collins dictionary, German-English / English-German, also definitions
- Vine's dictionary of Hebrew words
- Strong's Hebrew dictionary
- Greek and English lexicon
- New Testament Greek lexicon
- Crookes dictionary
- Strong's Greek-English glossary
- Lewis and Short Latin dictionary
- Latin dictionaries for first years
- Concordances
- Concordance Strong Francaise
- Dictionary of modern written Arabic
- Kassis, H.E. 1983. A concordance of the Qur'an
Scroll down for more encyclopedias and dictionaries.

Afrikaans/English and English/Afrikaans dictionary
Websites and resources

Welcome to the Library guide for Theology. Here you will find a OneStop service to assist you.

Faculty of Theology of the North-West University.

Websites with free information
- Annotated bibliography on Biblical theology
- NTS library
- Operation World
- Guide to early church documents
- Internet Medieval Sourcebook
- kerkrecht.nl
- Scholars' Gateway
- Post-Reformation Digital Library
- alloflifereredeemed: resources for a Christian worldview
- Tyndale Seminary Online reading rooms (including commentaries)
- Princeton Theological Seminary
- Frame-Poythress.org
- Ressources chrétiennes (articles in French)
- Foi et vie Réformées (articles and audio clips in French)
- Christian Reformed Ink Archives

Evaluation of internet resources

Make sure that information from the internet is scholarly information and suitable for research.

Use these guidelines to evaluate internet resources.

Bible - different translations
- Life Application Study Bible - Android download
- Life Application Study Bible - Apple download
- Unbound Bible
- YouVersion - Bible on phone, tablet, computer
- Die Bybel 1933- en 1983-vertalings
- King James Bible
- NIV Bible
- Greek Bible online
- Hebrew audio Bible
- Interlinear Bible: Greek, Hebrew, Strong's
- Latin Vulgate Bible
- Bíblia Portuguesa

Free full text resources
- Creeds and Confessions
- Acts of Synods of RCSA / Hansynodes van die GKSA 1997- 2020
- Handeling van Sinode/Acts of Synod (1862-1997)
- Postma, D. 1980. Prediking en Preaching
- Systematic theology by Berkheyl
- Luther 95 stellings 1517 in Afrikaans
- Luther 95 theses 1517 in English
- Warneck, G. 2015 Evangelisch Katholiek
- The protestant doctrine of Scripture
Welcome to the Library guide for Theology. Here you will find a OneStop service to assist you in your studies or research at the Faculty of Theology of the North-West University.

Websites and resources

- Annotated bibliography on Biblical theology
- NTS library
- Operation World
- Guide to early church documents
- Internet Medieval Sourcebook
- kerkrecht.nl
- Scholars' Gateway
- Post-Reformation Digital Library
- allofiferedeemt: resources for a Christian worldview
- Tyndale Seminary Online reading rooms (including commentaries)
- Princeton Theological Seminary
- Frame-Poythress.org
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- Life Application Study Bible - Android download
- Life Application Study Bible - Apple download
- Unbound Bible
- YouVersion - Bible on phone, tablet, computer
- Die Bybel 1933- en 1983-verdelings
- King James Bible
- NIV Bible
- Greek Bible online
- Hebrew audio Bible
- Interlinear Bible: Greek, Hebrew, Strong's
- Latin Vulgate Bible
- Bíblia Portuguesa
- Creeds and Confessions
- Acts of Synods of RCSA / Han Sinodes van die GKSA 1997-2
- Handelingen van Sinode/Acts of (1862-1997)
- Postma, D. 1980. Prediking en
- Systematic theology by Berkhu
- Luther 95 stellings 1517 in Afri
- Luther 95 theses 1517 in Engl
- The protestant doctrine of Scri
Make sure you only use scientific information!
How to find...

- Recorded sessions for distance learning students
  Use username and password provided by the Faculty. Contact 018 299 2809 for assistance.

- How to find a book on the catalogue

- How to do an advanced search on the catalogue

- How to find e-books

- How to find a specific journal article

- How to search on “Oxford reference online” for definitions

- How to use “NWU referencing guide”, general guidelines for bibliographies

Tips

- Tips for doing your research
- How to save a PDF file
Ancient languages

---

**General information**
- School of Ancient Language and Text Studies
- Greek fonts
- Biblical Hebrew Tiro keyboard
- Abbreviations of journals used in *L'Annee Philologique*
- Abbreviations found in "Oxford classical dictionary", 4th ed.
- TOCS-IN - Tables of content of Classics, Near Eastern studies, and Religion journals
- Humanities Digital Library - open access books

**Reference works**
- *Thesaurus Linguae Graecae*
- *Thesaurus Linguae Latinae*
- Strong's concordance with Hebrew and Greek lexicon
- Smith, W. Dictionary of Greek & Roman antiquities.
- *Ancient Greek Music*
- *Chicago Demotic Dictionary*
- *Database and Dictionary of Greek Loanwords in Coptic (DDGLC)*
- *Dictionnaire des Antiquités Grecques et*
Portuguese users

Manuais para pós-graduação / Manuals for postgraduates

- **NWU Guia de Referencias**
  Students must use the **NWU Harvard style** for bibliographies and references.
- **Guia de acesso à informação**
  How to search and find information
- **Manual para Estudos de Mostrado e Doutorado**
- **Proposta de pesquisa e formulário de ética / Research proposal and ethics application**

Repositórios - Acesso livre / Repositories - Open access

- **Repositórios Português**
- **Pantheon: Teses e Dissertações**
- **Banco de Teses e Dissertações**
- **Biblioteca Digital de Teses e Dissertações da USP**
- **Biblioteca Digital de Teses e Dissertações - SiBi/UFPR**
- **Biblioteca Digital de Teses e Dissertações (BDTD)**

Fontes de internet / Internet sources

- **Panorama Antigo Testamento**
- **Resumo Da Hermeneutica Reformada Das Escrituras artigos e trabalhos de pesquisa**
- **Glivos - Faça o download de e-books/Download e-books**

Apologética / Apologetics

- Agostinho de Hipona. 2007. Coração de Agostinho.
- Schaeffer, F. Morte da Razão.

Dogmática / Dogmatics

Calvino, J. 2006. As institutas ou tratados de doutrina cristã (4 volumes).
Volume 1 Volume 2 Volume 3
The Library is your only true friend in the information business!