2. COPYRIGHT MATERIAL

Whenever possible, we make material available in the public section of our services, but to give our users everything they need we also have to work with copyright material.

By "copyright material" we mean resources that we have to treat according to copyright law. Under copyright law, an individual user may copy up to 10% of a book for personal study and use. We apply this 10% rule to make material available to users. Instead of visiting our library and copying material, they request material on a specific topic and we copy up to 10% of one or more books to process their request. They receive their material by email or an individual "mail box" on the website. None of this material can be made public; it can only be sent to an individual user.

A lot of the best material is still only published in book format. With our copyright material service we can still make this kind of valuable material available to users who do not have access or the financial means to this material.

Currently we are working with more than 6 100 pastors in more than 65 developing countries in these request services. Pastors from Trinidad and Tobago, Kuwait, Libya, Zimbabwe, Singapore, Nepal, Ghana, Bangladesh, Pakistan, Costa Rica, etc. are all receiving material according to their educational level. The past year 1 300 new pastors were added to this group, while we removed about 45 pastors who did not respond to any of our correspondence. In these request services we only work with pastors in the Majority World. As far as we know, we are unique worldwide in providing this kind of service.

2.1 General Online Library

www.christianstudylibrary.org/pl

2.1.1 The role of the Preaching Library in reaching our goal

When the Reformational Study Centre started in 2008, the Preaching Library was our main focus. We wanted to help pastors, and their main task is preaching. God Himself also made preaching central to the life of the congregation and to the spreading of the gospel. It was natural for us to start by focusing on helping with sermon preparation.

The Preaching Library is a weekly service. The user simply puts in a request for material on the text on which he is going to preach. Within 24 hours he receives his material from us. We also send out an email every now and then to inform users of new material we have available, to quote a paragraph or two to encourage and guide them in their ministries, and to remind them of the as-

sistance we want to give.

Pastors make use of this service in different ways. Some send a request every week. Some request one Bible chapter at a time (the maximum we allow in order to comply with the copyright requirements) and preach for three or four weeks using this material before returning to us. Some only request assistance with difficult texts. We receive hundreds of requests every week from pastors in need of quality material!

> *Thanx for previous materils, we always praying for u at our church for the hard work u are doing. Really the peoples life has changed with what u have done for us, may God reachly bless u and your families. Thnx!!!*
>
> J Moletsane (Reformed)

There are many requests for topical material (for topical preaching, i.e. grace, love for God and good works, fighting against sin, etc.). We do supply the user with material on the requested topic, but we always try to focus on rooting the topic in Scripture. In other words, we always try to give them expositional material on a Scripture passage that deals with the topic.

We have discussed the matter before, but just to mention it again: it is not possible to send complete sermons to the pastors, because it is not acceptable in their cultural context to read complete sermons.

Obviously, we cannot have intensive contact with all the pastors we help. We do try and establish the educational level upon which they function, so that we can help them accordingly. We also ask questions about the material that we sent to them previously, in order to offer assistance on the level they function on. This means that the Preaching Library must find quality material on all the books of the Bible on at least three different levels of difficulty.

Because all of the Preaching Library material in the database is classified according to difficulty level and topic, requests can be handled very

quickly. The theologian only has to double-check the choice of documents (for the pastors) that was made by those processing the requests, while the rest can be done by higher level admin personnel.

2.1.2 The past year and present status of the Preaching Library service

Currently we have more than 16 000 documents available in the Preaching Library. We started off in 2008 by helping only a few pastors. Every time we received a request for part of a Bible chapter, we tested and processed material for the whole chapter. The next time we had a request for that Bible chapter we had material ready to hand out. The users and requests grew exponentially, but we had more and more material ready to use as well. It was quite a big job for us to build our database to the point where we could handle a request on any Scripture passage. In the first few years of the RSC we had to put a lot of our manpower into this part of the service.

> *The previous literature was the best for me yet. It opened in depth analysis that i could not have found anywhere else. Thank you so much.*
>
> R Mwangwabi (Kilifi Methodist Church – Kenya)

As mentioned previously, we are currently working with more than 6 100 pastors from more than 65 developing countries. The pastors come from all kinds of denominational backgrounds (Reformed, Presbyterian, Anglican, Roman Catholic, Pentecostal, Independent, Adventists, Mennonites, etc.) and they all receive the same material, which has been tested according to Scripture and the Reformed confessions, to help them study and understand the Word of God!

It is always a good sign when the users come back for more material.. Many of the users have to put in a bit of effort to get material from us. They first need to obtain transport or even walk to an Inter-

net café. They must pay the Internet café in order to download our resources, and then travel home again. Coming back to us with more requests shows that it was worth the effort.

We receive all kinds of different reactions from the users. From some of them we do not receive any feedback, but they keep on coming back for more. From others we hear the thankfulness and great joy they find in using the material. From some we hear of their struggle with that which they have come to understand as the way of the Lord, but which clashes with everything the church and denomination believes. Others become angry with us, send us nasty emails, and deregister. It is our task to keep sowing, and the Lord and His Spirit will determine the harvest. We do our work in the joy of knowing that His Word always works out what He desires.

This past year we have again processed thousands of requests. We can now cover all of Scripture with quality material on different difficulty levels. We are currently working on improving the material that we have available. The past year we added about 300 new documents.

This service will also be very important for the growth of the Living Word project. We have already provided Preaching Library material to some contributors working on Living Word sermon outlines, and the Preaching Library is more than ready to fully function in this capacity in the future.

Follow these easy steps to see an example of the kind of material we make available:

Click on the two documents under "Available documents". (These are two of the longer documents, for the pastor on a medium to high educational level).

2.1.3 Planning and help needed in the Preaching Library service

Most of the work is completed for this service. We are ready to help thousands of pastors for many years to come! As the requests increase, we will need more high-level admin help. This admin person can also help introduce the service to more pastors in the Majority World.

We will continue to keep our eyes open for new material that we can use for the Preaching Library in order to improve our database of documents.

Although we hope that a rapid growth of Living Word will eventually make this service unnecessary, the effort we put into the Preaching Library now will be of value to Living Word in the long term. Requests from users of the Preaching Library will be processed with Living Word notes and sermon outlines whenever possible. In addition, new books bought will be used to create notes for Living Word as well as to expand the resources of the Preaching Library. We will keep working on both services till the day comes that Living Word can take over completely from the Preaching Library.

Thank you to all these people for their wonderful contributions to this part of the work (in order of process): Jennie van der Linden and Noma Mpala.

2.2 Timothy Project

2.2.1 The role of the Timothy Project in reaching our goal

Many of the more extensive studies on all different topics are still only found in books. Books remain of vital importance to the real study of issues, also for the pastors in the Majority World. We are very excited to see how many of them are asking for more extensive material on

certain topics, because they want to dig deeper and have a better understanding of the riches of Scripture and the life with God. Most of these pastors in the Majority World cannot afford to buy this study material, but we are glad that through this project we can still provide them with this kind of material. The Timothy Project operates within the restrictions of the 10% copyright rule

to make some of this material available to users.

The Timothy Project was started in 2012 after we had most of the Preaching Library requests covered by our database. The Timothy Project is an extension of the Preaching Library, and focuses on all other topics needed in the ministry and for the Christian to live with God in faith and obedience. In other words, the Timothy Project has the same aim as the General Library ("a biblical view on every topic under the sun" - see C 1.1), but provides access to copyright material.

The Timothy Project operates on a request basis. The pastor sends us the topic he wants material on, and we see what material we have available in our library. Before we can make it available, we need to check the content of this material. We are also building a database to be able to process the requests faster.

As in the case of the General Library, we want to make use of experts in this service to help us decide which books and chapters are valuable for study.

The Timothy Project will also focus on the different cultural questions we find all over the world and how the gospel applies to them. We will also make use of the help of missionaries and experts in this regard.

In order to make 10% of a book available, we must own the original book ourselves (copyright law). As you will understand, building our book collection is therefore very important to us!

For the most part, pastors in the Majority World do not have access to any kind of theological library. We belief that through this project we can help them study extensively on all the important theological topics!

2.2.2 The past year and present status of the Timothy Project

The Timothy Project initially grew very slowly, mainly due to a lack of manpower. We received many requests for this type of material from pastors in the Majority World, but we were not in a position to really address the wide variety of requests we received. Since the middle of 2014, Rev. Eugene Viljoen has been working on this project full-time (a special thanks to CanRC Lincoln and Reformed Faith & Life Canada). We are very glad for the change of pace he has brought to this service, and we are very grateful for the results so far.

This was the best year for the Timothy Project thus far! We selected and checked 2 047 documents. Quite a bit of reading was done in the process! We are excited about some new authors that we found, some more extensive journals that could be processed, and some wonderful material that became available to the pastors through this service!

For us it is also important to let the pastors know about other topics they would not necessarily think of themselves. The past year we again found material on a wide variety of topics. We are letting the pastors know about this material, and we trust that the Lord is broadening the horizons of the pastors through this. This project is so important, in order to teach the pastors how wide and long and high and deep the love of Christ is!

This project has an obvious link to the Seminary Library (see below). This past year we also found ways for these two projects to cross-pollinate one another.

Thank you to all these people for their wonderful contributions to this part of the work (in order of process): Eugene Viljoen, Jennie van der Linden and Hermance Nsenga.

How to lift a curse from a church?

How should we understand the prophecy of Daniel?

The importance of fasting.

How do we stop people from being so obsessed about miracles and to become obsessed about the Word?

What does it mean to profess your faith?

Hindrances of spiritual growth.

Humility.

What is the purpose of salvation?

How can a Christian influence society?
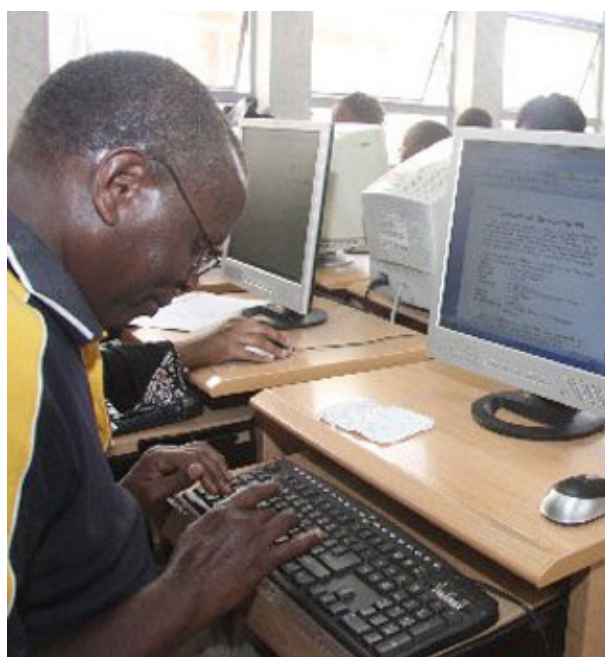
Adoption as children of God.

What is powerful preaching?

The guidance of elders in the congregation.

2.2.3 Planning and help needed in the Timothy Project

In the past we received many requests which we could not accommodate at that stage. This is, unfortunately, still the case. There is a huge range of topics for which we must still find good material. We still have a big challenge for the next year!

We also need to do more work on the contextual issues. We have searched extensively, and it is not easy to find material that gives responsible guidance in this regard. We hope that there will also be ministers in the established church that will be willing to tackle a topic or two and give us a few notes on these issues.

2.3 Seminary Library

2.3.1 The role of the Seminary Library in reaching our goal

The Seminary Library is a project that assists informal and semi-formal seminaries with all the information resources they need to fulfil their ministry. The seminary library focuses on the library, curriculum, teaching, and studying needs of the seminary as it pertains to information resources.

Most libraries have a reserved section. This is where all the material is kept that students require for their class preparations, exams, assignments, etc. There is a significant need for this type of material at each seminary. The Seminary Library also aims to build this reserved section as an online library in order to help seminaries function optimally.

For an informal or semi-formal seminary, teaching a full curriculum will always be a great challenge. The Seminary Library seeks to make it possible for the seminary to reach wider and dig deeper on all the necessary subjects and to work toward a better forming of the theological students, while remaining sensitive to their educational level and being relevant to their context.

A seminary only has a few years to form students.

The Seminary Library wants to help both the lecturer and the student to function optimally by ensuring that teaching and studying function optimally at the seminary.

The Seminary Library wants to help those seminaries who want to study the Word of God and enhance their ministry to the students and the churches, but who do not have the resources and manpower to do so.

The importance of the Seminary Library

There is a lot that can be said about the problems of theological training in the Majority World. Before we only mention a few of the challenges, it is important to remember that a lot of these seminaries survive because of determination, great sacrifice and a deep understanding and sense of calling for this work. When we comment below on the situation of many seminaries in the Majority World, we do it with the greatest appreciation and desire to become part of that work.

Many of these informal and semi-formal seminaries are being run by one or two lecturers, with very small budgets. This means that the staff can only focus on the very essentials of the place and task of a seminary.

- Since the lecturer has very little time to prepare for classes, he can often only teach on the subjects he is comfortable with, and only as deeply as his own insight allows. Important topics are being left out, or not treated well.

- There is no time to think through the objectives of each lesson or give students extra preparation material for these lessons. This is even true of extra material for the exam.

- These seminaries often do not have a functional library. The libraries frequently do not have appropriate material for the students to work with, or enough copies of the books the students require. Many of these seminaries work with the mindset of having part-time students, and students often do not have the resources at home to continue their study once they have left the campus.

- Because the lecturers have to essentially do everything at the seminary, there is no time to guide the students in the library, for research on assignments, for their preaching, etc.

How does it work?

We are convinced that the Seminary Library can make a huge difference in the challenges mentioned in the previous section.

The Seminary Library wants to work out courses on the subjects that should be part of any good seminary's curriculum. The objectives for each course will be outlined, as well as the subdivisions of the main subject which need to be covered. Curricula of Reformed seminaries will be used to guide this process.

The Seminary Library would provide material for the lectures of this course. This material is provided by gathering existing resources on the different subdivisions. This course can either be an already existing course, for which we get permission to make it available to the seminaries, or it can come from speeches held at conferences or churches, or a gathering of material from different authors. We plan to try find video or audio material on these topics. The lecturer can decide to play (part of) this material in the class room, and add his own comments with the material. In this way he receives significant help with the lecture, but can still put his own stamp on it. We also want to find relevant literature which will help the lecturer prepare when he decides to give the class himself. We believe that this will help the one or two lecturers of the seminary to be able to teach a full curriculum in a responsible way. If a seminary decides to stick to its own course plan, this kind of material can still help to enrich the current course.

Along with the lecture or the preparation material for the lecture, we also want to provide preparatory material for the students. With each lecture (each topic) of the course we will provide an article the students need to read as preparation for the class. This is an important aspect of studying, and something for which the lecturers do not have the time to search and organize.

The topic for the assignments can be decided by lecturers themselves. We will find relevant material for these assignments and make it available to the students. We also want to provide the self-study material needed for the exam. Often students cannot afford textbooks, and so the seminaries do very little in this regard. We will provide a list of material that can be used by the lecturer as material for this self-study part of the course.

Heidelberg Theological Seminary

Heidelberg Library

Systematic Theology 101

General required reading

- Jason van Vliet - Scripture and Revelation
- Michael Horton - The Authority of Scripture

Message from the lecturer:
The material is for the exam.
You do not need to study the diagram on p 134.

Lecture 1 - Revelation of God

> Required reading:
  - John Frame - How does God reveal Himself?

> Additional material:
  - Sinclair Ferguson - The Revelation of God
  - Derek Thomas - Special Revelation
  - JI Packer - Knowing God

> Audio or video material:
  - Conrad Mbewe - Can we know God?

Message from the lecturer:
Please know the definition of the words
before the lecture!

The above mentioned material will be provided to the seminary through the Christian Library website. Each theological seminary will get its own "room" (section) in the Christian Library. Lecturers and students are registered for this specific section, so that when they log in they will automatically see their own reserved section. In the reserved area we make "shelves" (categories) for each theological discipline with the subject codes connected to them by the seminary, e.g. OT112. Here the students can find the material they need for class preparation, assignments, articles prescribed for exams, etc. We will make sure that there are admin people available that have constant contact with the lecturers to ensure that everything is going according to plan.

It is very important that the resources be at the right educational level. We are working with two levels in this regard, corresponding with the two levels of informal and semi-formal seminaries generally found in the Majority World.

To summarise, we believe that the Seminary Library will have many advantages for the seminary, and for the spreading of the gospel.

Advantages for the Seminary:

- It provides the material that the seminary needs most. The reserved section of the library is the section that is used most and has the most important material of the library. The lecturers can choose from some of the best material available today, and thereby ensure that they have a great reserved section for their students.

- It makes the material easily accessible. Students can easily access the material through the Internet, even off campus. Most students have phones on which they can access this material.

- It expands the library of the seminary. For some seminaries it is difficult enough to focus on all the teaching that must be done; they do not have the time or manpower to focus on the library section of the work. Students can place requests for material to the Christian Library. Even if the seminary has almost no physical library available, through the Christian Library they in fact have a huge library at their disposal!

- It saves money. There is a lot of material that the students do not have to buy, since they can receive the information for free from the Seminary Library. It also saves the seminary from buying a lot of material.

- It saves time. Once the material is in the right section (e.g. OT112), the lecturer only has to refer his students to the material in the following years. There is no extra work involved for the lecturer.

- The lecturer gets a good overview of the current material available in the theological world on the subject he is teaching.

- It optimizes study.

- It makes it possible for a small seminary with very limited manpower to give a full curriculum in a responsible way. It even gives the foundation and framework for new seminaries to start from scratch.

Advantages for the spreading of the gospel:

- Reformed material is being studied at seminaries which are not necessarily Reformed in name or in character. A huge opportunity to help form the character of seminaries, lecturers and students!

- We have heard from many Reformed lecturers that they wished there was a safe place for their students to study and read. Because these students often know very little, they do not have a lot of discernment. A safe haven like we are trying to create will help them to grow in the Reformed riches in their formative years.

- Through the optimization of study and the type of material that will be studied, the church of Christ will receive more qualified pastors.

- Normally a seminary will only be able to form a student for three or four years. But because we have made a bond with the student at the seminary when he regularly used our website for material, we can continue our guidance and service to him for many more years after his studies. We can then work with him and contact him as we do with the other pastors we help.

- In our contact with seminaries we can also ask for contextual material that they are working with at the moment. This will help us to gather material for different contexts – material with which we can help other seminaries. Through the requests of the seminaries we also get an understanding of what questions the church of Christ in other parts of the world are struggling, and for which kind of topics we need to find material to help them.

- The material collected for the Seminary Library will also be usable for the more than 6 100 pastors in the Majority World that we are currently helping. The reach of the Seminary Library will be much wider than just the seminaries!

2.3.2 The past year and present status of the Seminary Library

We have been busy with the planning and with some of the work of the Seminary Library for many years already. This is not just an idea we had; this project has grown from the requests and needs of lecturers and seminaries. We started this work because we have received many requests to come and help with resources. We help many lecturers on an ad hoc basis with material at the moment, with an open door to become even more involved.

If we look back through the years, we believe that the Lord has also prepared us for this kind of project:

- We have already done the same concept as the Seminary Library with a teachers' college in the past. We have also set up some modules for a few theological seminaries.

- We are grateful for the experience we have gained by working with pastors in Africa. We know something of their educational levels and study habits.

- We are thankful for the African theologians that we have and their ability to help with questions related to the African context. Within our staff we also have a lot of experience in teaching African theological students.

- On an IT level, we have developed a platform for these seminaries and the teachers' college that is similar to what we want to use for the Seminary Library.

- We have experience of handling more than 700 students at a time on this kind of project. That includes: providing study material, login and login problems, student requests, etc. Our admin personnel have experience in how these processes will work.

- We have the cooperation of people and staff members who have extensive experience working with education and education programs in Africa. We also have very close contact with a theologian with a degree in curriculum development.

- We already have a lot of material available that can be used to create courses or to add as study material with existing courses.

Over the past year or two, we have made a very small start with this project. We are very excited that, Lord willing, Rev. Heiberg will be joining us in 2018 to specifically focus on this part of our work!

Thank you to all these people for their wonderful contributions to this part of the work (in order of process): Eugene Viljoen and Christo Heiberg

2.3.3 Planning and help needed in the Seminary Library

This project and what it requires is not new to us. The opportunities and cries for help from lecturers are also not new to us. Previously we did not have the resources we need, but over the past few months the Lord has provided in all those needs. It is now time to really get things going!

3. LIBRARY SERVICES

Library.refstudycentre.com

3.1 The role of the Library Services in reaching our goal

The library is the foundation of many of the services of the Reformational Study Centre. On the one hand, there are the request type services (like Preaching Library and Timothy Project) that make extensive use of the library, but the library is of course also of vital importance to the studies we do for Living Word (sermon outlines), contextual questions, material for translation, etc. To build a solid and extensive library is of the utmost importance to our goals in general!

The first focus of our library is not how many people we can get to the physical building, but how much of the library we can get out to the people. Although that will remain our main focus, the Study Centre has received more and more visitors over the past few years who wish to come and study at the premises.

Our library catalogue is available online: library.refstudycentre.com

We use the Dewey Decimal System for our library (as is common in South Africa) and we use Koha Library Software as a library system.

We do want to build a library for research, but our focus is on more semi-technical and even popular material, since that is the type of material that the pastors in the Majority World use in their ministry.

3.2 The past year and present status of the Library Services

It has been a huge year for us with regard to the Library! We received an incredible number of books.

In the Netherlands, Br. Van Donkelaar's house was filled with boxes almost right through the year! Br. Van Donkelaar, together with Rev. Boiten, visited many places to collect books for the Study Centre. Through the year we received book donations from the Alberts, Monsma, Van Keulen, Boiten,

Mateboer, Hoevelaken, and Dronkers families, as well as many others. Some important books were also purchased with a special fund, given as a gift to the Study Centre. Br. Van Donkelaar even repaired some books and bound some magazines for us (see photo). We also really want to thank the Antonides family for their great help with the books from the Netherlands!

We are also very thankful for the books received from the Oosterhof and Lodder families in Canada, and for the hard work of Rev. Dively with the books in the United States.

In South Africa we made agreements with different parties for the use of three libraries – the libraries of Prof. E Brown (deceased), Prof. R.M. Britz, and the Stigting vir Gereformeerde Literatuur (The Foundation for Reformed Literature). There were also some smaller book donations received in South Africa.

All in all, it was a huge year for us building the library, and we are very thankful for some wonderful acquisitions!

We have started processing these books, but as you can imagine, this is quite a big job. There is still work to be done in this regard! At the moment we have 24 303 catalogued books (including e-books). This past year we catalogued about 3 800 books.

Thank you to all these people for their wonderful contributions to this part of the work: At van Donkelaar, Harm Jan Boiten, Jennie van der Linden, Jane Korevaar, Hermance Nsenga, Heila Potgieter, Erica Bijker, Marijna Bijker, Dave Dively and Soleil Kazige.

3.3 Planning and help needed with the Library Services

There are still a lot of books to process, and we are hopeful that there are some book lovers in our area that will help us with cataloging. For us it is important to make the books we received and bought accessible as soon as possible, especially also because some of these books were bought or selected for a specific purpose or service. The coming year will be a busy year for the library!

In the meantime, we hope that the Lord will keep on providing us with wonderful material as He did in the past year!