
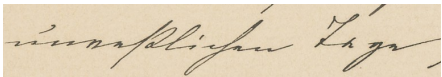


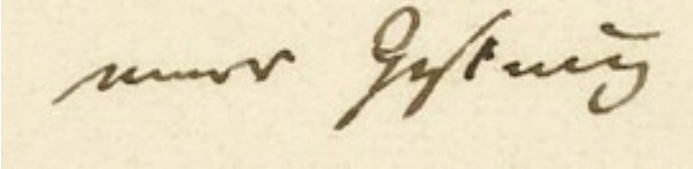
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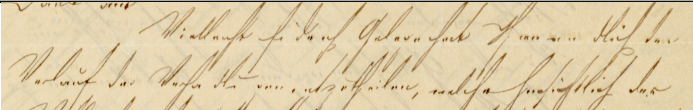
## Encoding compendium

Manuscript / example	Open Office WRITER	NOTE
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### Abbreviations

	Malerei haben Sie hoffentlich s. Z. erhalten?	Common abbreviation; the transcription in its short form is possible
	unweßlichen Tage	No graphic sign present: transcribers won't add any letter

	meiner Gesinnung (text-style: abbr-glyph)	Words with clear meaning, but with unidentifiable letters (letters contraction due to an individual shorthand writing) The transcription represents the extension.
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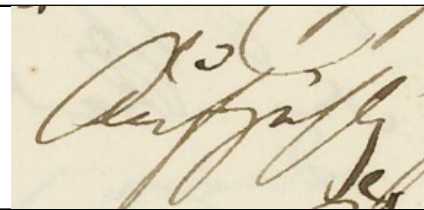
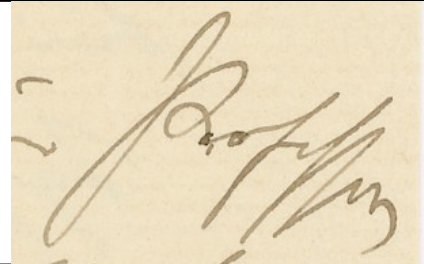


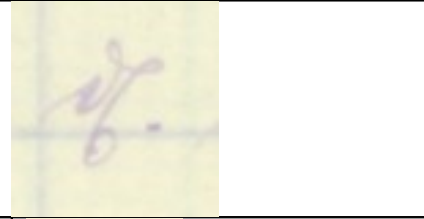
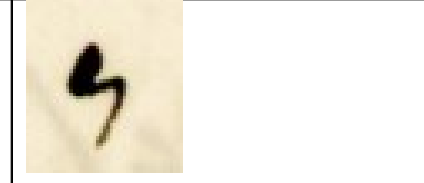
	Vielleicht finde ich Gelegenheit Ihnen mündlich den Verlauf der Verhandlungen mitzutheilen, welche hinsichtlich der (text-style: gap)	Gaps (missing vocals and/or consonants): The sign is added in the appropriate place in order to signal gaps or missing letters
---	--	--



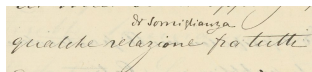
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*Abbreviation Brevigraph*

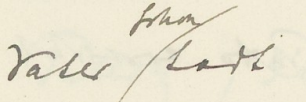
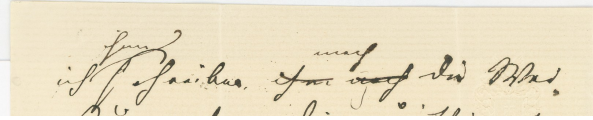
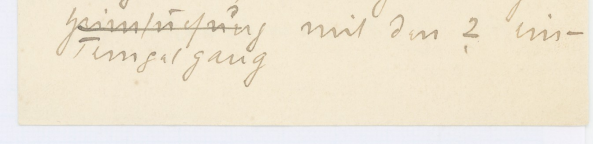
Brevigraphs is a type of shorthand that represent definite letter combinations.

	Aufzählung (text-style: abbr-glyph)	
	Professoren (text-style: abbr-glyph)	
	Heiligen (text-style: abbr-glyph)	
	Den (text-style: abbr-glyph)	
	den (text-style: abbr-glyph)	N.B. Also in case of an abbreviation with dot, because it all belongs to the same abbreviation: wilhelm-schäfer-1886-04-16
	und (text-style: abbr-glyph)	

*Additions*

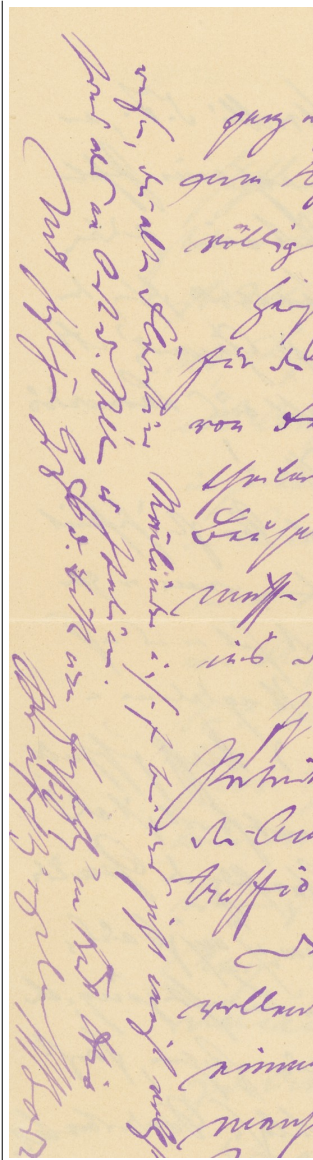
	qualche relazione di <a href="#">somiglianza</a> fra tutte (text-style: addPlace)	Addition without position: text-style: AddPlace  Place can be: top / bottom / inter - text-styles are: addTop, addBottom, addInter
---	---	--

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	<p>Vater <u>schon</u> todt</p>	<p>Other places (below/ margine / other [=also on the line, since no other alternative mark is given]) can be specified with text-style AddPlace and adding a comment with te position value Addition with position and <math>\sqrt</math> sign</p>
		<p>In case of additions on new pages text-style: <a href="#">addTop</a></p>
		<p>or at the very end of the same page the appropriate tag won't be «add place: inter», but «add place: bottom» - text-style : <a href="#">addBottom</a></p>



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u. ich hatte deshalb ...  
ergebener Bode

paragraph style: marginLeft

#### Catchwords

In XML encoding Catchwords are conventionally the second and not the first ones.


	<u>zu</u>	rend='right'
	zu ersuchen	'zu' is repeated on the




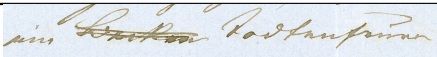
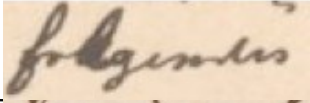
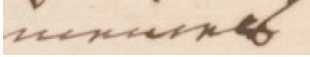
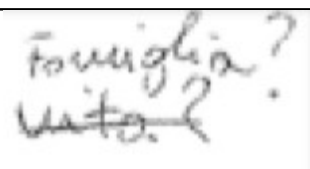
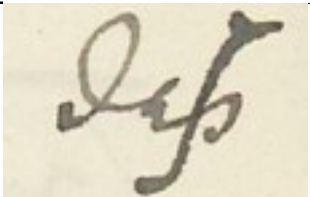
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			following page
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Compound spellings

	Dr. von Tschudi,	except in uncertain cases, accidentally linked words must be transcribed as separated; no TEI
---	------------------	---

Corrections

	daß dieselbe Idee zugleich von- <del>ver-</del> schidenen Seiten use the toolbar button to assign the correct style	type can be: - strikethrough - blackened - overwritten - other
	ein <del>Becken</del> Todtenfeuer	
	<del>fo</del> %gendes text-style: correction	previous letter illegible
	<del>meinet</del> text-style: correction	s corrected from a previous r
	vita? text-style: substitution	interlinear substitution of a delation
	da s text-style: addPlace	long   clearly added afterwards



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	lange, als <u>de</u> meiner Reise u text-style: addInter	Interlinear deletion (i.e. words added and deleted)
--	---	---

*Exclamation mark/Question mark*

	Hochgeehrter Herr! text-style: abbr-glyph	Rule valid for both exclamation and question marks	cf. Letter from the Leipzig Institute: full stops were difficult to write with the pen (ink stain), so they were avoided
--	--	--	--

*HandShift*

	Die Adresse v. Marc Rosenberg: Karlsruhe, MoltkeStrasse, <u>23</u> .
--	--

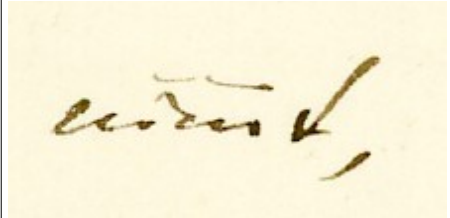
*Hyphenation*

	<u>Ant-ke</u> text-style: Hyphenation	
Hyphenation without hyphen	<u>Ant ke</u> text-style: Hyphenation	No hyphen must be added


*Shorthand*



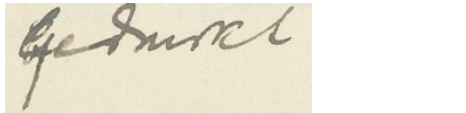

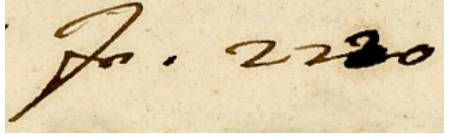
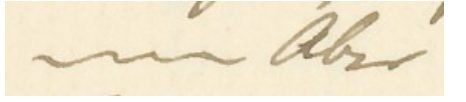
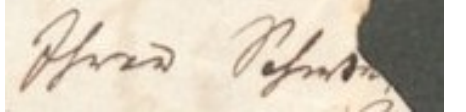
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	<p><u>nimt</u> text-style: regularization</p>	<p>The line over the consonant indicates the germination.</p>
---	---	---

Signs indicating «continues on the next page»

	<p>./.</p>	<p>no comment needed the various graphic signs are standardized: ./.</p>
--	------------	--

Uncertain readings

	<p><u>Bedruckt</u> text-style: correction more notes in another comment</p>	
	<p>Bologna</p>	<p>the word ending is truncated because of the margin: transcribers add the missing part if it is clear</p>
	<p>Fr. 22[ ]0 (gapunit)</p>	<p>[-] missing letter or number: the amount of missing letters is indicated through a number (gapquantity), while a missing word is indicated with unit</p>
	<p>Aber</p>	<p>Uncertain reading</p>
	<p>Schwester</p>	<p>Manuscript paper damaged</p>



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