



[Welcome](#) > [Editorial Policies](#) > [Tagging Guidelines](#) > Additions and Deletions

Additions and Deletions

`<add>` is used to tag material inserted into the original material by anyone aside from the current editor.

- **place** is used to indicate where the added text was added. The most commonly used values will be **supralinear**, **infralinear**, **inline**, **interlinear**, **marginleft**, **marginright**, **margintop**, **marginbottom**.
- **resp** is used to indicate which editor was responsible for the expansion of the text.
- **cert** if the editor is uncertain of the accuracy of their expansion, they should indicate so using the cert attribute. Valid values are: **low**, **medium** and **high**.
- **hand** is used to indicate who was responsible for making the addition. This can be omitted if the individual responsible for the change was the original author. However, if the change was made by someone else, like an amanuensis or even a later librarian, this should be indicated here using their initials (if the individual is known). If the individual is unknown, "U" should be entered instead. When examining a large corpus of an author, it is possible that the editor may be able to recognise the hands of a number of undefined authors. In this case, it is recommended that editors define them as "U-1", "U-2", etc. If a hand attribute is included, (whether as initials of a known individual or as a U value), it is vital that it is defined within the id attribute in the `<author>` element in the header.

`` is used to tag material deleted in the original material.

- **type** this attribute contains a description of the type of deletion within the text. Valid values are: **strikethrough** for text that is struck through with a single line and **cancelled** for text that is more heavily deleted.
- **resp** should contain the initials of the editor responsible for the expansion of the text (i.e. CO, SM or MH). For example, the text "this is deleted" should be coded `<del type="strikethrough" resp="CO">this is deleted`. It is vital that the `<name>` element encoding the editor's name in the header contains an id attribute with these initials.

- **hand** is used to indicate who was responsible for making the deletion. This can be omitted if the individual responsible for the change was the original author. However, if the change was made by someone else, like an amanuensis or even a later librarian, this should be indicated here using their initials (if the individual is known). If the individual is unknown, "U" should be entered instead. When examining a large corpus of an author, it is possible that the editor may be able to recognise the hands of a number of undefined authors. In this case, it is recommended that editors define them as "U-1", "U-2", etc. If a hand attribute is included, (whether as initials of a known individual or as a U value), it is vital that it is defined within the id attribute in the `<author>` element in the header.

Find out about encoding [Headers, Footers & Page Numbers](#)

© Livingstone Online