

## Summary of Changes to Encoding Manual

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This document accompanies the new “stable” version of the LEAP Encoding Manual and provides an outline for easy reference of the changes made to the manual because of lessons learned during the transcription test phase.

### *General*

\*As before, the manual contains a lot of information about completing the header, etc. (Section 3). However, note that from now on, we will supply a new template for each separate diary, so you will not as a rule have to update the header other than make a few changes (that will be clearly marked as needed).

\*I have reordered sections and made more subsections in the manual so that the overall organization is now more user-friendly and has more logic to it.

\*We are using " for quotation marks, so from now on no special formatting is needed.

### *Section-specific*

2.2.6 Use only initials for comments, not dates. <!-- This is my note. AW -->

7. Use <lb/> to mark new lines WITHOUT NUMBERING THEM (hurray!).

<lb/>First line

<lb/>Second line, etc.

8. Clarifies how to mark paragraphs that are and are not indented.

9. New note on coding dates in the Unyanyembe Journal.

11.2 New note on encoding Livingstone's page numbers with <fw> (currently applies only to spectrally enhanced 1870 Field Diary and Missionary Travels manuscript).

11.3 Added lots of new values for rend, as in <hi rend="blue">, including many more colors.

11.6 "Dividing Line across the Page". New section.

11.8 "Text with No Clear Relationship to the Surrounding Text". New section.

11.10 Note on coding dates in the Unyanyembe Journal.

12.1 "Authorial Punctuation and Capitalization". New section.

15 "Place Names and Geographical Elements". A variety of additions/changes here. Please review.

15.1 "Geographical Measurements". New section. Please review for how we are henceforth using <measure>. We are no longer using <geo>/

16. "References to Weather". New section.

17.1 Animals (Including Fish), Insects, Plants. Expanded section.

17.5 Small change for encoding practitioners of faiths.

17.7 We are marking fewer medical things.

18. "Organizations and Other Groups". Significantly updated section. Please review.

19. "Bibliographical Elements". New section.