P5 Fascicule

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$\div ODDSUBSET \div TheManuscriptDescriptionElement \div Overview$

This module defines a special purpose element which may be used to provide detailed descriptive information about handwritten primary sources. Although originally developed with the needs of cataloguers and scholars working with medieval manuscripts in the European tradition, the scheme presented here is general enough that it can also be extended to other traditions and materials, and is potentially useful for any kind of inscribed artefact.

The scheme described here is also intended to accomodate the needs of many different classes of encoders. On the one hand, encoders may be engaged in retrospective conversion of existing detailed descriptions and catalogues into machine tractable form; on the other, they may be engaged in cataloguing *ex nihilo*, that is, creating new detailed descriptions for materials never before catalogued. Some may be primarily concerned to represent accurately the description itself, as opposed to the ideas and interpretations the description represents; others may have entirely opposite priorities. At one extreme, a project may simply wish to capture an existing catalogue in a form that can be displayed on the web, and which can be searched for literal strings, or for such features such as titles, authors and dates; at the other, a project may wish to create in highly structured and encoded form a detailed database of information about the physical characteristics, history, interpretation, etc. of the material, able to support practitioners of quantitative codicology as well as librarians.

To cater for this diversity, here as elsewhere, these Guidelines propose a flexible approach, in which encoders must choose for themselves the degree of prescription appropriate to their needs, and are provided with a choice of encoding mechanisms to support those differing degrees.

The `<msDescription>` element will normally appear within the `<sourceDescription>` element of the header of a TEI conformant document, where the document being encoded is a digital representation of some manuscript original, whether as a transcription, as a collection of digital images, or as some combination of the two. However, in cases where the document being encoded is essentially a collection of manuscript descriptions, the `<msDescription>` element may be used in the same way as the bibliographic elements (for example, `<bibl><biblStruct>`) making up the TEI element class tei.bibl. These typically appear within the `<listBibl>` element.

The `<msDescription>` element carries some special purpose attributes, listed below, which categorise the item described in various ways.

- **`<msDescription>`** contains a description of a single identifiable manuscript or manuscript part

  type specifies the type of manuscript being described, for example as 'diploma', 'codex' etc.

  status specifies the compositional status of a manuscript or manuscript part. Values are:

    uni unitary: the manuscript is a complete entity which exists as a single unit.
    compo composite: the manuscript is a complete entity comprising multiple units of different origin.
    frag fragmentary: a leaf, a part of a leaf, or a manuscript from which the majority of leaves are missing.
    def defective: a ms from which a minority of the leaves are missing.
    unknown unknown or unstated.

The `<msDescription>` element has the following components, which provide more detailed information under a number of headings. Each of these component elements is further described in the remainder of this chapter.

- **`<msIdentifier>`** contains the information required to identify a given manuscript or manuscript part uniquely within its holding institution.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **`<head>`** contains any heading, for example, the title of a section, or the heading of a list or glossary.

  type categorizes the heading in some way meaningful to the encoder.

- **`<msContents>`** describes the intellectual content of a manuscript or manuscript part either as a series of paragraphs or as a series of structured manuscript items.

  class identifies the text types or classifications applicable to this item

  defective indicates whether the work contained is defective, i.e. incomplete.

- **<physDesc>** contains a full physical description of a manuscript, either as a sequence of paragraphs, or as a series of more specialised elements.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<history>** groups elements describing the full history of a manuscript or manuscript part.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<additional>** groups additional information relating to the modern bibliography for a manuscript, its current curatorial status, and and other associated materials.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<msPart>** contains information about an originally distinct manuscript or manuscript fragment now forming part of a composite manuscript.

  - No attributes other than those globally available (see definition for tei.global.attributes)

The first of these components, <msIdentifier>, is the only mandatory one; it is described in more detail in *1.1.3. The Manuscript Identifier* below. This is followed optionally by one or more <head> elements, each holding a brief heading (see *1.1.4. The Manuscript Heading*), and then either one or more paragraphs, marked up as a series of <p> elements, or one or more of the specialised elements <msContents> (*1.1.5. Intellectual Content*), <physDesc> (*1.1.6. Physical Description*), <history> (*1.1.7. History*), and <additional> (*1.1.8. Additional information*), each of which is optional. Finally a full manuscript description may also contain one or more optional <msPart> elements, (*1.1.9. Manuscript Parts*).

Here is a very simple example of a complete manuscript description, using no additional elements, apart from the mandatory <msIdentifier> element:

―――――――――――― Example 1.1 ――――――――――――
```
1   <msDescription status="uni">
2    <msIdentifier>
3     <settlement>Oxford</settlement>
4     <repository>Bodleian Library</repository>
5     <idno>MS. Rawlinson poet. 149</idno>
6    </msIdentifier>
7    <p>Geoffrey Chaucer, The Canterbury Tales. 1450-1475 Pembrokeshire (Wales).</p>
8   </msDescription>
```

Here is the same description, using some of the manuscript-specific phrase-level elements described below, but still fairly simple:

―――――――――――― Example 1.2 ――――――――――――
```
1   <msDescription status="uni">
2    <msIdentifier>
3     <settlement>Oxford</settlement>
4     <repository>Bodleian Library</repository>
5     <idno>MS. Rawlinson poet. 149</idno>
6    </msIdentifier>
7    <p>Geoffrey Chaucer, <title>The Canterbury Tales</title>.
8     <origDate notBefore="1450" notAfter="1475">1450-1475</origDate>
9     <origPlace>Pembrokeshire (Wales)</origPlace>
10    </p>
11   </msDescription>
```

And finally, a more ambitious description for the same manuscript, using the full range of elements described in the following sections.

―――――――――――― Example 1.3 ――――――――――――
```
1   <msDescription status="uni">
2    <msIdentifier>
3     <settlement>Oxford</settlement>
4     <repository>Bodleian Library</repository>
5     <idno>MS. Rawlinson poet. 149</idno>
6    </msIdentifier>
7    <msContents>
8     <msItem>
9      <author>Geoffrey Chaucer</author>
```

```xml
      <title>The Canterbury Tales</title>
      <rubric>The Tales of Canterbury</rubric>
      <note>Mutilated at beginning and end: contains A431-I1092
       in the Riverside edition numbering</note>
      <textLang>Middle English</textLang>
     </msItem>
    </msContents>
    <physDesc>
     <objectDesc form="codex">
      <supportDesc>
       <support>
        <p>Parchment codex</p>
       </support>
       <extent>136 folios:
        <dimensions>
         <height>28</height>
         <width>19</width>
        </dimensions>
       </extent>
       <collation>
        <p>Twenty-three quires of eight, of which only nine are not defective,
         and a final (defective) quire of six.</p>
       </collation>
      </supportDesc>
      <layoutDesc>
       <layout ruledLines="38-74">
        <p>Margined and ruled with crayon through fol. 51v , then in drypoint.
         Single columns of 38-74 lines per page.</p>
       </layout>
      </layoutDesc>
     </objectDesc>
     <handDesc hands="4">
      <p>Four hands, varying between cursive anglicana (the first hand) and mixed
       secretary (the fourth hand). The fourth hand is responsible for around
       two-thirds of the manuscript, from fol. 45 to the end; the third hand wrote
       only three lines and a few words on fol. 38r; the other two hands divide the
       remainder of the manuscript up to fol. 45 between them.</p>
     </handDesc>
     <additions>
      <p>A fifteenth-century note in the margin of fol. 114v.</p>
     </additions>
    </physDesc>
    <history>
     <origin>
      <p>
       <origDate notBefore="1450" notAfter="1475">1450-1475</origDate>
       <origPlace>Pembrokeshire (Wales)</origPlace>
      </p>
     </origin>
     <provenance>
      <p>On fol. 91r is a smudged copy of a bill or document
       with names  of people and places in Wales (Pembrokeshire, Bangor)
       and the date 1607</p>
     </provenance>
     <acquisition>
      <p>Left to the Bodleian by Richard Rawlinson in 1755.</p>
     </acquisition>
    </history>
    <additional>
     <adminInfo>
      <recordHist>
       <source>
        <p>This description is derived from that made by Daniel W. Mosser
         for the Canterbury Tales Project.</p>
```

Date:

```
74        </source>
75       </recordHist>
76      </adminInfo>
77      <surrogates>
78       <p>A rotograph copy of the manuscript was made for John Manly in the 1920s,
79        and a copy of this rotograph is available in microfilm as part of the
80        Manly/Rickert collection from the University of Chicago library. The
81        manuscript has been microfilmed more recently by the Bodleian. Digital
82        images derived from this microfilm have been published on the CDROMs
83        prepared by the Canterbury Tales Project.</p>
84      </surrogates>
85     </additional>
86    </msDescription>
```

The formal definition for the `<msDescription>` element is as follows:

Element: msDescription

```
      msDescription =
      ## contains a description of a single identifiable
      ## manuscript or manuscript part
      element msDescription  msDescription.content, msDescription.attributes
      msDescription.content =
      msIdentifier,
      head*,
      ( p+ | ( msContents?, physDesc?, history?, additional?, msPart* ) )
      msDescription.attributes =
      tei.global.attributes,
      msDescription.attributes.type,
      msDescription.attributes.status,
      [ a:defaultValue = "msDescription" ] attribute TEIform  text ?,
      empty
      msDescription.attributes.type =
      ## specifies  the  type  of  manuscript  being  described,  for  example  as
      'diploma', 'codex' etc.
      attribute type  msDescription.attributes.type.content ?
      msDescription.attributes.type.content = text
      msDescription.attributes.status =
      ## specifies the compositional status of a manuscript or manuscript part.
      attribute status  msDescription.attributes.status.content ?
      msDescription.attributes.status.content = text
      tei.sourcedesc |= msDescription
```

÷*Phrase − levelelements*

When this module is in use, a number of extra elements are added to the phrase level class, and thus become available within paragraphs and elsewhere in a document. These elements are listed below in alphabetical order:

- **<dimensions>** contains any kind of dimensional specification.

  type indicates which aspect of the object is being measured. Sample values include:

  leaves dimensions relate to one or more leaves (e.g. a single leaf, a gathering, or a separately bound part)

  ruled dimensions relate to the area of a leaf which has been ruled in preparation for writing.

  pricked dimensions relate to the area of a leaf which has been pricked out in preparation for ruling (used where this differs significantly from the ruled area, or where the ruling is not measurable).

  written dimensions relate to the area of a leaf which has been written, with the height measured from the top of the minims on the top line of writing, to the bottom of the minims on the bottom line of writing.

  miniatures dimensions relate to the miniatures within the manuscript

  binding dimensions relate to the binding in which the codex or manuscript is contained

box dimensions relate to the box or other container in which the manuscript is stored.

- **<heraldry>** contains a heraldic formula or phrase, typically found as part of a blazon, coat of arms, etc. within a manuscript .
  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<locus>** defines a location within a manuscript or manuscript part, usually as a (possibly discontinuous) sequence of folio references.

  scheme identifies the foliation scheme in terms of which the location is being specified

  from specifies the starting point of the location in a normalised form

  to specifies the end-point of the location in a normalized form

  targets supplies a link to one or more page images or transcriptions of the specified range of folios

- **<material>** contains a phrase describing the material of which any part of a manuscript or binding is composed.
  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<origDate>** contains any form of date, used to identify the date of origin for a manuscript or manuscript part.
  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<origPlace>** contains any form of place name, used to identify the place of origin for a manuscript or manuscript part.
  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<secFol>** The word or words that a cataloguer, typically medieval but possibly modern as well, might take from a fixed point in all the codices he is describing (the beginning of the second leaf, the beginning of the second column, the beginning of the penultimate leaf, the end of the penultimate leaf, and so on) in order to provide a unique identifier to the particular codex.
  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<signatures>** contains discussion of the leaf or quire signatures found within a codex.
  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<watermark>** contains a word or phrase describing a watermark or similar device.
  - No attributes other than those globally available (see definition for tei.global.attributes)

Within a manuscript description, many other standard TEI phrase level elements are available, notably those described in the Core module («CO». Additional elements of particular relevance to manuscript description such as those for names and dates may also be made available by including the relevant module in your schema. $\div Origination and material$

The `<origDate>` and `<origPlace>` elements are specialised forms of the existing `<date>` and `<name>` elements, used to indicate specifically date and place of origin respectively. The `<origDate>` element is a member of the datable class, and may thus also carry the following attributes:

- **<tei.datable>** defines the set of attributes common to all elements that contain datable events.

  notBefore specifies the earliest possible date for the event in standard form, e.g. yyyy-mm-dd.

  notAfter specifies the latest possible date for the event in standard form, e.g. yyyy-mm-dd.

  certainty specifies the general opinion as to the reliability or accuracy of the dating. Sample values include:

     high the dating is generally considered to be correct.
     medium the dating is generally considered approximately correct.
     low the dating is generally considered doubtful but possible.

  evidence indicates the nature of the evidence supporting the reliability or accuracy of the dating. Sample values include:

     internal there is internal evidence to support the dating.
     external there is external evidence to support the dating.
     conjecture no specific evidence is available to support the dating.

Date:

As a specialisation of the `<name>` element, the `<origPlace>` element has a *reg* attribute which may be used to supply a regularized form of the place name. Alternatively, the *key* attribute can be used to provide an identifying code or key for the name.

Detailed information about the history of a manuscript should be encoded within the `<history>` element discussed in section *1.1.7. History*.

The `<material>` element may be used to tag any specific term used for the material of which a manuscript (or binding, seal etc.) is composed, wherever the term occurs. $\div Dimensions$

The `<dimensions>` element is used to specify measurements, and is thus a specialised form of the existing TEI `<measure>` element.

- **<dimensions>** contains any kind of dimensional specification. Selected attributes:

  type indicates which aspect of the object is being measured.

The `<extent>` (*1.1.6.1. Object description* may be used to contain a simple description of the size of a manuscript :

```
──── Example 1.5 ────
1   <extent>
2   Most leaves are 140 x 100 mm. but the outer gatherings are about
3   5 mm. taller.</extent>
```

For portability, however, and where conventions differ, it may be preferable to specify the units used, and it may also be useful to specify exactly the dimension along which a measurement has been made. For these reasons, the following three elements are available within the `<dimensions>` element :

- **<height>** contains a measurement measured along the axis parallel to the spine.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **<width>** contains a measurement measured along the axis perpendicular to the spine.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **<depth>** contains a measurement measured across the spine.

  – No attributes other than those globally available (see definition for tei.global.attributes)

These elements are all members of the measured class, and thus all carry the following attributes:

- **<tei.measured>** defines the set of attributes common to all elements that contain measurements. Selected attributes:

  units names the units used for the measurement.

  scope specifies the applicability of this measurement, where more than one object is being measured.

These elements must be given in the order specified, but groups of them may be repeated as often as necessary, with appropriate values for their attributes to indicate the nature and scope of the measurement concerned. For example, in the following case the leaf size and ruled space of the leaves of the manuscript are specified:

```
──── Example 1.6 ────
1   <dimensions type="leaves">
2    <height scope="range">157-160</height>
3    <width>105</width>
4   </dimensions>
5   <dimensions type="ruled">
6    <height scope="most">90</height>
7    <width scope="most">48</width>
8   </dimensions>
```

This indicates that for most leaves of the manuscript being described the ruled space is 90 mm high and 48 mm wide; the leaf size throughout however is between 157 and 160 mm wide, and 105 mm high.

Dimensions of the manuscript being described should normally be specified within the `<extent>` element (part of the `<physDesc>` element discussed in *1.1.6.1. Object description*) rather than elsewhere. Dimensions of specific parts of a manuscript, such as accompanying materials, binding, etc. may however be given in other parts of the description, as appropriate. $\div References to manuscript locations$

The `<locus>` element is a specialized form of the `<ref>` element.

- **<locus>** defines a location within a manuscript or manuscript part, usually as a (possibly discontinuous) sequence of folio references. Selected attributes:

  scheme identifies the foliation scheme in terms of which the location is being specified

  from specifies the starting point of the location in a normalised form

  to specifies the end-point of the location in a normalized form

  targets supplies a link to one or more page images or transcriptions of the specified range of folios

The `<locus>` element is used to specify the location in the manuscript occupied by the element within which it appears. If, for example, it is used as the first component of a `<msItem>` element, or of any of the more specific elements appearing within one (see further section *1.1.5. Intellectual Content* below) then it is understood to specify the location of that item within the manuscript being catalogued.

A `<locus>` element may be used to identify any reference to one or more folios within a manuscript, wherever such a reference is appropriate. Locations are conventionally specified as a sequence of folio or page numbers, but may also be a discontinuous list, or a combination of the two. This specification should be given as the content of the `<locus>` element, using the conventions appropriate to the cataloguing institution, as in the following example:

```
─────────────────────── Example 1.7 ───────────────────────
1   <msItem n="1">
2    <locus>ff. 1r-24r</locus>
3    <title>Apocalypsis beati Ioannis Apostoli</title>
4   </msItem>
```

A normalised form of the location may also be supplied, using special purpose attributes on the `<locus>` element, as in the following revision of the above example:

```
─────────────────────── Example 1.8 ───────────────────────
1   <msItem n="1">
2    <locus from="1r" to="24r">ff. 1r-24r</locus>
3    <title>Apocalypsis beati Ioannis Apostoli</title>
4   </msItem>
```

The *targets* attribute may be used to associate a `<locus>` element with one or more other elements in the current document, which should contain either a transcription of the location indicated, or page images of it, as in the following example:

```
─────────────────────── Example 1.9 ───────────────────────
1   <decoDesc>
2    <p>Most of the main body of the book (up to <locus targets="#txt182">fol. 182v</locus>)
3     was painted and decorated in one
4     style, having links in style and iconography with the school of
5     Maître François, although several of the
6     miniatures in this section have been damaged and overpainted at a
7     later date (e.g. the figure of Christ on <locus targets="http://www.images.fr#F33R">
8      fol. 33r</locus>; the face of the Shepherdess on <locus targets="http://www.images.fr#F59V">fo
9   </decoDesc>
```

The identifier txt182 in this example is assumed to reference the section of the manuscript 'up to the fol.182v' which has been transcribed elsewhere in the current document; the references http://www.images.fr#F33R and http://www.images.fr#F59V link to images of the indicated pages, presumably held in an image archive.

Where more than one foliation has been applied to a manuscript, the `<locus>` element may specify the folio number/s applicable in each foliation used, as in the following example:

```
─────────────────────── Example 1.10 ──────────────────────
1   <!-- example to be supplied-->
```

÷*Names of persons, places, and organizations*

The standard TEI `<name>` element has attributes *type*, *reg* and *key*, which are used to indicate the type of name (e.g. personal name, placename etc.), to provide a regularised form of the name, and to provide an identifying code or key for it respectively.

- **<name>** contains a proper noun or noun phrase.

Date:

type indicates the type of the object which is being named by the phrase.

Here are some examples of the use of the `<name>` element:

```
 ──────────────────────────────── Example 1.11 ────────────────────────────────
1   <name type="place">Villingaholt</name>
2   <name type="person">Hoccleve</name>
3   <name type="person" key="HOC001">Hoccleve</name>
4   <name type="org" reg="Koninklijke Biblioteek">Royal Library</name>
```

Note that the `<name>` element is defined as providing information about a *name*, not a person (or place). In the last example above, the *key* attribute is used to associate the name with a more detailed description of the person named, provided elsewhere. This more detailed information about a person is provided using the standard TEI element `<person>`.

- **<person>** describes a single participant in a language interaction.

    role specifies the role of this participant in the group.

    sex specifies the sex of the participant. Legal values are:

    - **m** male
    - **f** female
    - **u** unknown or inapplicable

    age specifies the age group to which the participant belongs.

For the Hoccleve example given above to be valid, a `<person>` element must be provided elsewhere which has the value HOCCL1 for its *xml:id* attribute; the same value will be used as the *key* attribute of every reference to Hoccleve in the manuscript descriptions (however spelled), but there will only be one `<person>` element with this identifier.

All the `<person>` elements referenced by a particular document set should be collected together within a `<listPerson>` element, located in the TEI Header. This functions as a kind of prosopography for all the people referenced by the set of manuscripts being described, in much the same way as a `<listBibl>` element in the back matter may be used to hold bibliographic information for all the works referenced.

Similar mechanisms are provided for referencing the names of places and organizations. $\div Catchwords, signatures, secundo folio$

The `<secFol>` element is used to discuss any 'secundo folio' information recorded for a manuscript as in the following example:

```
 ──────────────────────────────── Example 1.12 ────────────────────────────────
1   <secFol>(ando-)ssene in una villa</secFol>
```

$\div Heraldry$

Heraldic descriptions may appear at various points in the description of Western European early modern and medieval manuscripts, usually in the context of ownership information, binding descriptions, or detailed accounts of illustrations. If a description contains a detailed account of the heraldic components of a manuscript independently considered, this should appear as a distinct paragraph within the appropriate section of the physical description. More usually, however, heraldic descriptions will be cited as short phrases within other parts of the record. The phrase level element `<heraldry>` is provided to enable the cataloguer to mark such phrases for further subsequent analysis, as in the following example:

```
 ──────────────────────────────── Example 1.13 ────────────────────────────────
1   <p>Ownership stamp
2    (xvii cent.) on i recto with the arms <heraldry>A bull passant
3     within a bordure bezanty, in chief a crescent for difference</heraldry> [Cole],
4    crest, and the legend <q>Cole Deum</q>.</p>
```

$\div Formal definitions$

The additional phrase level elements are formally defined as follows:

Element: dimensions

```
        dimensions =
        ## contains any kind of dimensional specification.
        element dimensions  dimensions.content, dimensions.attributes
```

```
dimensions.content = ( height?, width?, depth?  )+
dimensions.attributes =
tei.global.attributes,
tei.measured.attributes,
dimensions.attributes.type,
[ a:defaultValue = "dimensions" ] attribute TEIform  text ?,
empty
dimensions.attributes.type =
## indicates which aspect of the object is being measured.
attribute type  dimensions.attributes.type.content ?
dimensions.attributes.type.content = datatype.Key
tei.measured |= dimensions
tei.data |= dimensions
```

Element: height

```
height =
## contains a measurement measured along the axis parallel to the spine.
element height  height.content, height.attributes
height.content = text
height.attributes =
tei.global.attributes,
tei.measured.attributes,
[ a:defaultValue = "height" ] attribute TEIform  text ?,
empty
tei.measured |= height
```

Element: depth

```
depth =
## contains a measurement measured across the spine.
element depth  depth.content, depth.attributes
depth.content = text
depth.attributes =
tei.global.attributes,
tei.measured.attributes,
[ a:defaultValue = "depth" ] attribute TEIform  text ?,
empty
tei.measured |= depth
```

Element: width

```
width =
## contains a measurement measured along the axis perpendicular to the
spine.
element width  width.content, width.attributes
width.content = text
width.attributes =
tei.global.attributes,
tei.measured.attributes,
[ a:defaultValue = "width" ] attribute TEIform  text ?,
empty
tei.measured |= width
```

Element: locus

```
locus =
## defines a location within a manuscript or manuscript part, usually as
a (possibly discontinuous) sequence of folio references.
element locus  locus.content, locus.attributes
locus.content = text
locus.attributes =
```

```
        tei.global.attributes,
        locus.attributes.scheme,
        locus.attributes.from,
        locus.attributes.to,
        locus.attributes.targets,
        [ a:defaultValue = "locus" ] attribute TEIform  text ?,
        empty
        locus.attributes.scheme =
        ## identifies the foliation scheme in terms of which the location is being
        specified
        attribute scheme  locus.attributes.scheme.content ?
        locus.attributes.scheme.content = datatype.Key
        locus.attributes.from =
        ## specifies the starting point of the location in a normalised form
        attribute from  locus.attributes.from.content ?
        locus.attributes.from.content = datatype.Key
        locus.attributes.to =
        ## specifies the end-point of the location in a normalized form
        attribute to  locus.attributes.to.content ?
        locus.attributes.to.content = datatype.Key
        locus.attributes.targets =
        ## supplies a link to one or more page images or
        ## transcriptions of the specified range of folios
        attribute targets  locus.attributes.targets.content ?
        locus.attributes.targets.content = datatype.uriList
        tei.phrase |= locus
```

Element: origDate

```
        origDate =
        ## contains any form of date, used to identify the
        ## date of origin for a manuscript or manuscript part.
        element origDate  origDate.content, origDate.attributes
        origDate.content = text
        origDate.attributes =
        tei.global.attributes,
        tei.datable.attributes,
        [ a:defaultValue = "origDate" ] attribute TEIform  text ?,
        empty
        tei.datable |= origDate
        tei.phrase |= origDate
```

Element: origPlace

```
        origPlace =
        ## contains any form of place name, used to identify the
        ## place of origin for a manuscript or manuscript part.
        element origPlace  origPlace.content, origPlace.attributes
        origPlace.content = text
        origPlace.attributes =
        tei.global.attributes,
        [ a:defaultValue = "origPlace" ] attribute TEIform  text ?,
        empty
        tei.phrase |= origPlace
```

Element: material

```
        material =
        ## contains a phrase describing the material of which any part of a
        manuscript or binding is composed.
        element material  material.content, material.attributes
```

```
        material.content = macro.phraseSeq
        material.attributes =
        tei.global.attributes,
        [ a:defaultValue = "material" ] attribute TEIform  text ?,
        empty
        tei.phrase |= material
```

Element: heraldry
```
        heraldry =
        ## contains a heraldic formula
        ## or phrase, typically found as part of a blazon, coat of arms, etc.
        ## within a manuscript .
        element heraldry  heraldry.content, heraldry.attributes
        heraldry.content = macro.phraseSeq
        heraldry.attributes =
        tei.global.attributes,
        [ a:defaultValue = "heraldry" ] attribute TEIform  text ?,
        empty
        tei.phrase |= heraldry
```

Element: signatures
```
        signatures =
        ## contains discussion of the leaf or quire signatures found within a
        codex.
        element signatures  signatures.content, signatures.attributes
        signatures.content = macro.phraseSeq
        signatures.attributes =
        tei.global.attributes,
        [ a:defaultValue = "signatures" ] attribute TEIform  text ?,
        empty
        tei.phrase |= signatures
```

Element: secFol
```
        secFol =
        ## The word or words that a cataloguer, typically medieval but possibly
        modern as well, might take from a fixed point in all the codices he is
        describing (the beginning of the second leaf, the beginning of the second
        column, the beginning of the penultimate leaf, the end of the penultimate
        leaf, and so on) in order to provide a unique identifier to the particular
        codex.
        element secFol  secFol.content, secFol.attributes
        secFol.content = macro.phraseSeq
        secFol.attributes =
        tei.global.attributes,
        [ a:defaultValue = "secFol" ] attribute TEIform  text ?,
        empty
        tei.phrase |= secFol
```

Element: watermark
```
        watermark =
        ## contains a word or phrase describing a
        ## watermark or similar device.
        element watermark  watermark.content, watermark.attributes
        watermark.content = macro.phraseSeq
        watermark.attributes =
        tei.global.attributes,
        [ a:defaultValue = "watermark" ] attribute TEIform  text ?,
        empty
        tei.phrase |= watermark
```

Date:

The `<msIdentifier>` element is intended to provide an unambiguous means of identification for particular manuscript items within a collection.

- **<msIdentifier>** contains the information required to identify a given manuscript or manuscript part uniquely within its holding institution.

  - No attributes other than those globally available (see definition for tei.global.attributes)

A manuscript identifier typically has two parts, the first being its catalogued location, and the second the name used for it within that location. The location may be specified as a collection, located within a repository, forming part of an institution whose primary geographic location is within a city, itself located within a region or country, or both. A manuscript may have alternative identifiers additional to the one currently used, including informal names or old shelfmarks which are retained even after they have been officially superceded. All this information needs to be included.

The 'catalogued location' of a manuscript is the place of ownership. A manuscript's exact physical location may occasionally be different: for example, at Cambridge University, manuscripts owned by different colleges may be physically located within the Cambridge University Library. In such cases, the college location should be specified in the manuscript identifier. Similarly, a holding institution may wish to specify additional and more precise physical location information within the `<adminInfo>` element discussed in section *1.1.8.1. Administrative Information* below.

The following elements are available within `<msIdentifier>` to identify the physical location of a manuscript:

- **<country>** in an address, gives the name of the nation, country, colony, or commonwealth; in a place name given as a hierarchy of geo-political units, the country is larger or administratively superior to the region and smaller than the bloc.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<region>** in an address, contains the state, province, county or region name; in a place name given as a hierarchy of geo-political units, the region is larger or administratively superior to the settlement and smaller or administratively less important than the country.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<settlement>** contains the name of the smallest component of a place name expressed as a hierarchy of geo-political or administrative units as in Rochester, New York; Glasgow, Scotland.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<institution>** contains the name of an organization, such as a University or Library, within which a manuscript repository is located.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<repository>** contains the name of a repository (usually a distinct physical building) within which manuscripts are stored, forming part of an institution.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<collection>** contains the name of a collection of manuscripts, not necessarily located within a single repository.

  - No attributes other than those globally available (see definition for tei.global.attributes)

These elements are all structurally equivalent to the standard TEI `<name>` element with an appropriate value for its *type* attribute; however the use of this 'syntactic sugar' enables the model for `<msIdentifier>` to be constrained rather more tightly than would otherwise be possible. Specifically, only one of each of the elements listed above may appear within the `<msIdentifier>` and if present, they must appear in the order given.

These elements are all also members of the standard TEI attribute class `names`, which means that they can all bear attributes such as *reg* to supply a regularized form of a name, or *key* to specify a database or similar unique key for it, as further documented in the description of this class.

The distinction between `<institution>` and `<repository>` may not always exist, nor is it possible here to propose use of one element over the other; presumably local decisions will apply as to which element seems more appropriate.

The following elements are used within `<msIdentifier>` to provide different ways of identifying the manuscript:

- **<idno>** supplies any standard or non-standard number used to identify a bibliographic item.

  type categorizes the number, for example as an ISBN or other standard series.

- **<altIdentifier>** contains an alternative or former structured identifier used for a manuscript, such as a former catalogue number.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<altName>** contains any form of unstructured alternative name used for a manuscript, such as an ocellus nominum, or nickname.

  type further characterizes the alternative name, for example as former shelfmark, nickname, etc.

Major manuscript repositories will usually have a preferred form of citation for manuscript shelfmarks, including strict rules about punctuation, spacing, abbreviation, etc., which should be adhered to. Where such a format also contains information which might additionally be supplied as a distinct subcomponent of the `<msIdentifier>`, for example a collection or repository name, the cataloguer must decide whether or not to include this information in both locations. For example,

```
──────── Example 1.26 ────────
1   <collection>fr.</collection>
2   <idno>2810</idno>
```

may be considered as gratuitous, extraneous markup by cataloguers at the Bibliothèque nationale de France, where the concept of

```
──────── Example 1.27 ────────
1   <idno>fr. 2810</idno>
```

as a unit may be felt to better determine the identity of the manuscript in question. Other examples are the Rawlinson collection in the Bodleian Library, or the Ellesmere collection in the Huntington Library, where separate tagging of "Rawlinson" and "Ellesmere" as collections would lead users to incorrect forms of citation; in the latter case correct markup would be:

```
──────── Example 1.28 ────────
1   <msIdentifier>
2    <country>USA</country>
3    <region>California</region>
4    <settlement>San Marino</settlement>
5    <repository>Huntington Library</repository>
6    <idno>MS.El.26.C.9</idno>
7    <altName>The Ellesmere Chaucer</altName>
8   </msIdentifier>
```

Here the name of the collection is not explicitly tagged, since it is implicit in the standard form of the manuscript shelf mark. In many cases, however, such as the following example, a collection name is useful:

```
──────── Example 1.29 ────────
1   <msIdentifier>
2    <country>USA</country>
3    <region>New Jersey</region>
4    <settlement>Princeton</settlement>
5    <institution>Princeton University</institution>
6    <repository>Princeton University Library</repository>
7    <collection>Scheide Library</collection>
8    <idno>MS 71</idno>
9    <altName>Blickling Homiliary</altName>
10  </msIdentifier>
```

In the previous two examples, `<altName>` was used to provide a common name, other than the shelfmark, by which a manuscript is known. Any number of these elements may also be used to supply alternative names used for the manuscript, as in the following example, where the repository in question only has one manuscript (or only one of any significance), which has no call number as such but is known under multiple names:

```
─────────── Example 1.30 ───────────
1   <msIdentifier>
2     <settlement>Rossano</settlement>
3     <repository lang="it">Biblioteca arcivescovile</repository>
4     <idno/>
5     <altName lang="la" type="nick">Codex Rossanensis</altName>
6     <altName lang="la" type="nick">Codex aureus</altName>
7     <altName lang="la" type="nick">Codex purpureus</altName>
8     <altName lang="en" type="gloss">The Rossano Gospels</altName>
9   </msIdentifier>
```

Note the use of the globally available *xml:lang* attribute above to specify the language in which the content of an element is supplied. This is a standard TEI facility, which the cataloguer may find useful in certain environments (for example, when compiling a single catalogue from a variety of originally different sources), and which may safely be ignored in others.

Where manuscripts have moved from one institution to another, or within the same institution, it may often be useful to supply a former identifier, with a detailed structure similar to that of the `<msIdentifier>` itself. For example, the following example shows a manuscript which had shelfmark `II-M-5` in the collection of the Duque de Osuna, but which now has the shelfmark `MS 10237` in the National Library in Madrid:

```
─────────── Example 1.31 ───────────
1    <msIdentifier>
2      <settlement>Madrid</settlement>
3      <repository>Biblioteca Nacional</repository>
4      <idno>MS 10237</idno>
5      <altIdentifier>
6       <region>Andalucia</region>
7       <settlement>Osuna</settlement>
8       <repository>Duque de Osuna</repository>
9       <idno>II-M-5</idno>
10     </altIdentifier>
11   </msIdentifier>
```

`<altIdentifier>` can also be used to supply information on former shelfmarks, holding institutions etc. Such information would, however, normally be dealt with under `<history>`, except in cases where a manuscript is likely still to be referred to or known by its former identifier. An institution may, for example, have changed its call number system but wishes to retain a record of the earlier call number, especially where the manuscript has been cited in print with its previous number:

```
─────────── Example 1.32 ───────────
1    <msIdentifier>
2      <settlement>Berkeley</settlement>
3      <institution>University of California</institution>
4      <repository>Bancroft Library</repository>
5      <idno>UCB 16</idno>
6      <altIdentifier>
7       <idno>2MS BS1145 I8</idno>
8      </altIdentifier>
9    </msIdentifier>
```

Where (as in this example) no repository is specified for the `<altIdentifier>`, it is assumed to be the same as that of the parent `<msIdentifier>`. Where the holding institution has only one preferred form of citation but wishes to retain the other for internal administrative purposes, the secondary could be given within `<altIdentifier>` with an appropriate value on the *type* attribute:

```
─────────── Example 1.33 ───────────
1    <msIdentifier>
2      <settlement>Oxford</settlement>
3      <repository>Bodleian Library</repository>
4      <idno>MS. Bodley 406</idno>
5      <altIdentifier type="internal">
6       <idno>S.C. 2297</idno>
7      </altIdentifier>
8    </msIdentifier>
```

It might, however, be preferable to include such information within the `<adminInfo>` element discussed in section *1.1.8.1. Administrative Information* below.

The `<msIdentifier>` element and its constituents are formally defined as follows:

Element: msIdentifier

```
msIdentifier =
## contains the information required to identify
## a given manuscript or manuscript part uniquely within its holding
institution.
element msIdentifier  msIdentifier.content, msIdentifier.attributes
msIdentifier.content =
country?,
region?,
settlement,
institution?,
repository,
collection?,
idno,
( altIdentifier | altName )*
msIdentifier.attributes =
tei.global.attributes,
[ a:defaultValue = "msIdentifier" ] attribute TEIform  text ?,
empty
tei.biblPart |= msIdentifier
```

Element: institution

```
institution =
## contains the name of an
## organization, such as a University or Library, within which a
## manuscript repository is located.
element institution  institution.content, institution.attributes
institution.content = text
institution.attributes =
tei.global.attributes,
tei.names.attributes,
[ a:defaultValue = "institution" ] attribute TEIform  text ?,
empty
tei.names |= institution
```

Element: repository

```
repository =
## contains the name of a repository (usually
## a distinct physical building) within which manuscripts are stored,
forming part
## of an institution.
element repository  repository.content, repository.attributes
repository.content = text
repository.attributes =
tei.global.attributes,
tei.names.attributes,
[ a:defaultValue = "repository" ] attribute TEIform  text ?,
empty
tei.names |= repository
```

Element: collection

```
collection =
## contains the name of a collection of
## manuscripts, not necessarily located within a single repository.
```

Date:

```
element collection  collection.content, collection.attributes
collection.content = text
collection.attributes =
tei.global.attributes,
tei.names.attributes,
[ a:defaultValue = "collection" ] attribute TEIform  text ?,
empty
tei.names |= collection
```

Element: altIdentifier

```
altIdentifier =
## contains an alternative or former structured identifier used for
## a manuscript, such as a former catalogue number.
element altIdentifier  altIdentifier.content, altIdentifier.attributes
altIdentifier.content =
country?, region?, settlement?, institution?, repository?, collection?,
idno
altIdentifier.attributes =
tei.global.attributes,
tei.typed.attributes,
[ a:defaultValue = "altIdentifier" ] attribute TEIform  text ?,
empty
tei.typed |= altIdentifier
```

Element: altName

```
altName =
## contains any form of unstructured alternative
## name used for
## a manuscript, such as an ocellus
## nominum, or nickname.
element altName  altName.content, altName.attributes
altName.content = text
altName.attributes =
tei.global.attributes,
altName.attributes.type,
[ a:defaultValue = "altName" ] attribute TEIform  text ?,
empty
altName.attributes.type =
## further characterizes the alternative name, for example as
## former shelfmark, nickname, etc.
attribute type  altName.attributes.type.content ?
altName.attributes.type.content = datatype.Key
```

$\div The Manuscript Heading$

Historically, the briefest possible meaningful description of a manuscript consists of no more than a title, e.g.
'Polychronicon'. This will often have been enough to identify a manuscript in a small collection because the
identity of the author is implicit. Where a title does not imply the author, and thus is insufficient to identify the main
text of a manuscript, the author has to be stated explicitly (e.g. 'Augustinus, Sermones', 'Cicero, Letters'). Many
inventories of manuscripts consist of no more than the author and title, with some form of copy-specific identifier,
such as a shelfmark or secundo folio reference (e.g. 'Arch. B. 3. 2: Evangelium Matthei cum glossa', '126.
Isidori Originum libri octo', 'Biblia Hieronimi, 2o fo. opus est'). Information on date and place of writing will
sometimes also be included. The standard TEI element <head> element can be used to supply a brief description
of this kind, supplying in one place a minimum of essential information, such as might be displayed or printed as
the heading of a full catalogue description, such as the following:

————— Example 1.40 —————
ı   <head>Marsilius de Inghen, Abbreviata phisicorum Aristotelis; Italy, 1463.</head>

Any phrase-level elements, such as `<name>`, `<title>` and `<date>`, can also be used within a `<head>` element, but for more structured markup the specialised elements described here, `<msContents>`, `<history>` etc., should be used instead.

It is permissible to include multiple `<head>` elements in the case of a composite manuscript, as in the following example:

```
─────────────────────── Example 1.41 ───────────────────────
1   <msDescription>
2    <msIdentifier>
3     <settlement>Sankt Gallen</settlement>
4     <repository>Stiftsbibliothek</repository>
5     <idno>Codex 658</idno>
6    </msIdentifier>
7    <head n="1">Robertus Monachus: Geschichte des 1.
8    Kreuzzugs (bebildert)</head>
9    <head n="2">Ottokar von Steiermark:
10    Österreichische Reimchronik: Fall Akkons.</head>
11  <!-- ... -->

13   </msDescription>
```

÷ *IntellectualContent*

The `<msContents>` element is used to describe the intellectual content of a manuscript or manuscript part. It comprises either a series of informal prose paragraphs or a series of more structured `<msItem>` elements, each of which provides a more detailed description of a single item contained within the manuscript.

- **<msContents>** describes the intellectual content of a manuscript or manuscript part either as a series of paragraphs or as a series of structured manuscript items.

  class identifies the text types or classifications applicable to this item

  defective indicates whether the work contained is defective, i.e. incomplete.

- **<msItem>** describes an individual work or item within the intellectual content of a manuscript or manuscript part.

  class identifies the text types or classifications applicable to this item

  defective indicates whether the item being described is defective, i.e. incomplete.

In the simplest case, only a brief description may be provided, as in the following example:

```
─────────────────────── Example 1.42 ───────────────────────
1   <msContents>
2    <p>A collection of Lollard sermons</p>
3   </msContents>
```

This description may of course be expanded to include any of the TEI elements generally available within a `<p>` element, such as `<bibl>` to mark bibliographic descriptions, or `<list>` for a list. More usually however, each individual work within a manuscript will be given its own description, using the `<msItem>` element described in the next section, as in the following example:

```
─────────────────────── Example 1.43 ───────────────────────
1   <msContents>
2    <msItem n="1">
3     <locus>fols. 5r -7v</locus>
4     <title>An ABC</title>
5     <bibl>
6      <title>IMEV</title>
7      <biblScope>239</biblScope>
8     </bibl>
9    </msItem>
10    <msItem n="2">
11     <locus>fols. 7v -8v</locus>
12     <title lang="fr">Lenvoy de Chaucer a Scogan</title>
13     <bibl>
14      <title>IMEV</title>
```

Date:

```
15       <biblScope>3747</biblScope>
16      </bibl>
17     </msItem>
18     <msItem n="3">
19      <locus>fol. 8v</locus>
20      <title>Truth</title>
21      <bibl>
22       <title>IMEV</title>
23       <biblScope>809</biblScope>
24      </bibl>
25     </msItem>
26     <msItem n="4">
27      <locus>fols. 8v-10v</locus>
28      <title>Birds Praise of Love</title>
29      <bibl>
30       <title>IMEV</title>
31       <biblScope>1506</biblScope>
32      </bibl>
33     </msItem>
34     <msItem n="5">
35      <locus>fols. 10v -11v</locus>
36      <title lang="la">De amico ad amicam</title>
37      <title lang="la">Responcio</title>
38      <bibl>
39       <title>IMEV</title>
40       <biblScope>16 & 19</biblScope>
41      </bibl>
42     </msItem>
43     <msItem n="6">
44      <locus>fols. 14r-126v</locus>
45      <title>Troilus and Criseyde</title>
46      <note>Bk. 1:71-Bk. 5:1701, with additional losses due to
47       mutilation throughout</note>
48     </msItem>
49    </msContents>
```

÷ *The* `<msItem>` *element*

Any combination of the elements described in this section may be used to record information about individual items within the intellectual content of a manuscript or manuscript part. Each discrete item should be encoded within a distinct `<msItem>` element, and may be classified using the *class* attribute.

The `<msItem>` element may not contain any untagged running text. Instead, it contains the following elements, which must be supplied in the following order:

- **<author>** in a bibliographic reference, contains the name of the author(s), personal or corporate, of a work; the primary statement of responsibility for any bibliographic item.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **<respStmt>** supplies a statement of responsibility for someone responsible for the intellectual content of a text, edition, recording, or series, where the specialized elements for authors, editors, etc. do not suffice or do not apply.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **<title>** contains the title of a work, whether article, book, journal, or series, including any alternative titles or subtitles.

  level indicates whether this is the title of an article, book, journal, series, or unpublished material. Legal values are:

  a analytic title (article, poem, or other item published as part of a larger item)

  m monographic title (book, collection, or other item published as a distinct item, including single volumes of multi-volume works)

  j journal title

  s series title

> **u** title of unpublished material (including theses and dissertations unless published by a commercial press)

type classifies the title according to some convenient typology. Sample values include:

> **main** main title
>
> **subordinate** subtitle, title of part
>
> **parallel** alternate title, often in another language, by which the work is also known
>
> **abbreviated** abbreviated form of title

- **<rubric>** contains the text of any rubric or heading attached to a particular manuscript item, that is, a string of words whereby a manuscript signals a text division (e.g. beginning, book, chapter, end) which is in some way set off from the text itself, usually in red ink,or by use of different size or type of script, lining, or other such visual device. . Selected attributes:

  type specifies the type of rubric, e.g. whether it is at the start or end of the item.

- **<incipit>** contains the text of any incipit attached to a particular manuscript item, that is the opening words of a text, frequently used as a form of identifier for it; it may be preceded by one or more rubrics, and may be defective.

  Selected attributes:

  defective indicates whether the incipit as given is defective, i.e. incomplete.

  type specifies the type of incipit, e.g. whether it introduces a work, is biblical, legal, etc.

- **<explicit>** contains the text of any explicit attached to a particular manuscript item, that is, the closing words of a text or a section of a text, sometimes used as a kind of title, possibly followed by one or more rubrics or colophons.

  Selected attributes:

  defective indicates whether the explicit as given is defective, i.e. incomplete.

  type specifies the type of explicit, e.g. whether it is a formal closing for the work.

- **<colophon>** contains the text of any colophon attached to a particular manuscript item: that is, an inscription, usually found at a break point such as the end of a text or codex, usually containing information about the production of the manuscript, such as the name of the scribe, the date and place of the copying, the person who commissioned the copying, etc.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<decoNote>** contains a note describing either a decorative component of a manuscript, or a fairly homogenous class of such components.

  type specifies the kind of decorative feature being described

  subtype supplies a further sub-categorization of the value specified by the *type* attribute.

- **<listBibl>** contains a list of bibliographic citations of any kind.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<q>** contains a quotation or apparent quotation — a representation of speech or thought marked as being quoted from someone else (whether in fact quoted or not); in narrative, the words are usually those of of a character or speaker; in dictionaries, q may be used to mark real or contrived examples of usage.

  type may be used to indicate whether the quoted matter is spoken or thought, or to characterize it more finely. Sample values include:

  > **spoken** representation of direct speech, usually marked by quotation marks.
  >
  > **thought** representation of thought, e.g. internal monologue.

  direct may be used to indicate whether the quoted matter is regarded as direct or indirect speech. Legal values are:

  > **y** speech or thought is represented directly.
  >
  > **n** speech or thought is represented indirectly, e.g. by use of a marked verbal aspect.
  >
  > **unknown** no claim is made.

  who identifies the speaker of a piece of direct speech.

- **<bibl>** contains a loosely-structured bibliographic citation of which the sub-components may or may not be explicitly tagged.

- No attributes other than those globally available (see definition for tei.global.attributes)

- **<filiation>** contains information concerning the manuscript's filiation, i.e. its relationship to other surviving manuscripts of the same text, its protographs, antigraphs and apographs.

    - No attributes other than those globally available (see definition for tei.global.attributes)

- **<note>** contains a note or annotation.

    type describes the type of note.

    resp indicates who is responsible for the annotation: author, editor, translator, etc. Sample values include:

      auth note originated with the author of the text.

      ed note added by the editor of the text.

      comp note added by the compiler of a collection.

      tr note added by the translator of a text.

      transcr note added by the transcriber of a text into electronic form.

    place indicates where the note appears in the source text. Sample values include:

      foot note appears at foot of page.

      end note appears at end of chapter or volume.

      inline note appears as a marked paragraph in the body of the text.

      left note appears in left margin.

      right note appears in right margin.

      interlinear note appears between lines of the text.

      app note appears in the apparatus at the foot of the page.

    anchored indicates whether the copy text shows the exact place of reference for the note. Legal values are:

      true copy text indicates the place of attachment for the note.

      false copy text indicates no place of attachment for the note.

    target indicates the point of attachment of a note, or the beginning of the span to which the note is attached.

    targetEnd points to the end of the span to which the note is attached, if the note is not embedded in the text at that point.

- **<textLang>** describes the languages and writing systems used by a manuscript (as opposed to its description, which is described in the langUsage element)

    langKey supplies a code which identifies the chief language used in the manuscript.

    otherLangs one or more codes identifying any other languages used in the manuscript.

- **<msItem>** describes an individual work or item within the intellectual content of a manuscript or manuscript part.

    class identifies the text types or classifications applicable to this item

    defective indicates whether the item being described is defective, i.e. incomplete.

All the above elements may be repeated as often as appropriate within a single `<msItem>`, with the exception of `<rubric>`, `<incipit>`, and `<explicit>`, each of which can appear only once.

The `<title>` element should be used to supply a regularized form of the item's title, quite distinct from any rubric or incipit quoted from the manuscript. If the item concerned has a standardized or 'uniform' title, then this should always be the form preferred as content of the `<title>` element. If no uniform title exists, or none has been yet identified, then the *type* attribute on the `<title>` should be given the value `supplied`. Abbreviated 'titles' such as 'IMEV 3747' may be tagged using the standard TEI `<ref>` element, optionally including a pointer to a fuller bibliographic description in a bibliography elsewhere, as further discussed in section *1.1.8.1.1. Record History*.

If supplied, the `<author>` element should generally contain the normalised form of an author's name, irrespective of how (or whether) this form of the name is cited in the manuscript. If it is desired to retain the form of the author's name as given in the manuscript, this may be tagged as a distinct `<name>` element, nested within the `<author>` element with the normalized form of the name on its *reg* attribute. Alternatively, the normalized form of the name may be supplied as the value of a *reg* attribute on the `<author>` element. If value is supplied for either *reg* or *key* attributes, then the content of the `<author>` element is assumed to be a standardized form of name.

Note that the *key* attribute should be used, as on names in general, to specify the identifier of a `<person>` element carrying full details of the person concerned (see further *1.1.2.4. Names of persons, places, and organizations*).

Each element within `<msItem>` has the same substructure, containing any mixture of phrase-level elements and plain text. If a `<locus>` element is included, in order to specify the location of the component, then it should be given at the start of that element, as in the following example:

Example 1.44

```
1   <msContents>
2    <msItem>
3     <locus>f. 1-223</locus>
4     <author>Radulphus Flaviacensis</author>
5     <title>Expositio super Leviticum </title>
6     <incipit>
7      <locus>f. 1</locus>
8      Forte Hervei monachi</incipit>
9     <explicit>
10      <locus>f. 223v</locus>
11      Benedictio salis et aquae</explicit>
12     <note>cf. <bibl>Stegmüller, RB 7093</bibl>
13     </note>
14    </msItem>
15   </msContents>
```

In the following example, standard TEI editorial elements have been used to mark the transcription of abbreviations etc. present in the original:

Example 1.45

```
1   <msItem defective="true">
2    <locus>ff. 1r-24v</locus>
3    <title type="uniform">ágrip af Noregs konunga s&oogon;gum</title>
4    <incipit defective="true">regi oc h<expan>ann</expan> seti ho<gap reason="illegible" extent="7",
5     <lb/>sc heim se<expan>m</expan> þio</incipit>
6    <explicit defective="true">h<expan>on</expan> hev<expan>er</expan>
7     <expan>oc</expan> þa buit hesta .ij. <lb/>annan viþ fé en
8     h<expan>on</expan>o<expan>m</expan> annan til reiþ<expan>ar</expan>
9    </explicit>
10    <listBibl>
11     <bibl>
12      <ref target="#Agr1834">Brudstykke af en gammel norsk Kongesaga, 1834</ref>
13     </bibl>
14     <bibl>
15      <ref target="#FMS10">Fornmanna Sögur X</ref>, pp. 377-421</bibl>
16     <bibl>
17      <ref target="#STUAGNL2">Ágrip 1880</ref>
18     </bibl>
19     <bibl>
20      <ref target="#ASB18">Ágrip 1929</ref>
21     </bibl>
22     <bibl>
23      <ref target="#IF29">Ágrip, ÍF XXIX</ref>
24     </bibl>
25     <bibl>
26      <ref target="#Agr1995">Ágrip 1995</ref>
27     </bibl>
28    </listBibl>
29   </msItem>
```

As indicated above, a manuscript item may itself contain further nested items, for example where a title or description is supplied for a group of works each of which also has its own rubric, as in the following example:

Example 1.46

```
1   <msItem>
2    <locus>ff. 17v, 21v, 34</locus>
3    <title>Charms numbered 1-3, consisting of
4     variously formed crosses with inscribed circles</title>
5    <msItem>
6     <locus>f. 17v</locus>
7     <rubric>Contra inimicos, 1</rubric>
8     <q>Si quis hoc signum super se portat nequid capi ab
9      inimico;</q>
10    </msItem>
```

Date:

```
11    <msItem>
12     <locus>f. 21v</locus>
13     <rubric>Contra mortem subitam, 2</rubric>
14     <q>Qui hoc signum super se portat sine confessione non
15      morietur;</q>
16    </msItem>
17    <msItem>
18     <locus>f. 34</locus>
19     <rubric>Pro victoria, 3</rubric>
20     <q>Hoc signum misit deus Regi Tedeon; qui cum isto pugnat
21      victoriam habebit;</q>
22    </msItem>
23   </msItem>
```

One or more text classification or text-type codes may be specified, either for the whole of a `<msContents>` element, or for one or more of its constituent `<msItem>` elements, using the *class* attribute as specified above:

— Example 1.47 —

```
1   <msContents>
2    <msItem n="1" defective="false" class="#law">
3     <locus from="1v" to="71v">1v-71v</locus>
4     <title type="uniform">Jónsbók</title>
5     <incipit>Magnus m<expan>ed</expan> guds miskun Noregs k<expan>onungu</expan>r</incipit>
6     <explicit>en<expan>n</expan> u<expan>ir</expan>da
7      þo t<expan>il</expan> fullra aura</explicit>
8    </msItem>
9   </msContents>
```

The value of the *class* attribute should specify the identifier used for the appropriate classification within a `<taxonomy>` element, defined in the `<classDecl>` element of the TEI Header («HD55»), as shown here:

— Example 1.48 —

```
1   <classDecl>
2    <taxonomy>
3  <!-- -->
4  <category id="law">
5      <catDesc>Law</catDesc>
6     </category>
7  <!-- -->

9    </taxonomy>
10   </classDecl>
```

÷*Languagesandscripts*

The `<textLang>` element should be used to provide information about the languages used within a manuscript item. It may take the form of a simple note, as in the following example:

— Example 1.49 —

```
1   <textLang>Old Church Slavonic, written in Cyrillic script.</textLang>
```

Where, for validation and indexing purposes, it is thought convenient to add keywords identifying the particular languages used, the *langKey* attribute may be used, as in the following example:

— Example 1.50 —

```
1   <textLang langKey="#OCS">Old Church Slavonic, written in Cyrillic script.</textLang>
```

For this example to be valid, the identifier OCS must also be predefined as the value of the *xml:id* attribute on a `<language>` element in the TEI header associated with this description.

— Example 1.51 —

```
1   <langUsage>
2    <language ident="OCS">Old Church Slavonic, written in Cyrillic script.</language>
3  <!-- other languages used or referenced in the manuscript description -->

5   </langUsage>
```

A manuscript item will often contain material in more than one language. The *langKey* attribute should be used only for the chief language. Other languages used may be specified using the *otherLangs* attribute as in the following example:

```
                           ─── Example 1.52 ───
1   <textLang langKey="#OCS" otherLangs="#RUS #HEL">
2    Mostly Old Church Slavonic, with some Russian and Greek material</textLang>
```

Since Old Church Slavonic may be written in either Cyrillic or Glagolitic scripts, and even occasionally in both within the same manuscript, it might be preferable to define identifiers which make the distinction explicit. In such a case, the following <textLang> element might be preferred:

```
                           ─── Example 1.53 ───
1   <textLang otherLangs="#OCS-CYR #OCS-GLA">Old Church Slavonic, written in
2    Cyrillic and Glagolitic scripts.</textLang>
```

and the following declarations might then be supplied in the <langUsage> element of the associated TEI Header:

```
                           ─── Example 1.54 ───
1   <langUsage>
2    <language ident="OCS-CYR">
3     Old Church Slavonic, written in Cyrillic script.</language>
4    <language ident="OCS-GLA">
5     Old Church Slavonic, written in Glagolitic script.</language>
6   <!-- other languages used or referenced in the manuscript description -->

8    </langUsage>
```

Note that the <language> element defines a particular combination of human language and writing system. Only one <language> element may be supplied for each such combination. Standard TEI practice also allows this element to be referenced by any element using the global *xml:lang* attribute in order to specify the language applicable to the content of that element. For example, assuming that <language> elements have been defined with the identifiers FRA (for French), LAT (for Latin), and DEU (for German), a manuscript description written in French which specifies that a particular manuscript contains predominantly German but also some Latin material, might have a <textLang> element like the following:

```
                           ─── Example 1.55 ───
1   <textLang lang="fr" langKey="#de" otherLangs="#la">
2    allemand et latin</textLang>
```

÷*Formaldefinition*

The <msContents> element and its constituents are formally defined as follows:

Element: colophon

```
        colophon =
        ## contains the text of any colophon
        ## attached to a particular manuscript item:  that is, an inscription,
        ## usually found at a break point such as the end of a text or codex,
        ## usually containing information about the production of the manuscript,
        ## such as the name of the scribe, the date and place of the copying, the
        ## person who commissioned the copying, etc.
        element colophon  colophon.content, colophon.attributes
        colophon.content = macro.phraseSeq
        colophon.attributes =
        tei.global.attributes,
        [ a:defaultValue = "colophon" ] attribute TEIform  text ?,
        empty
```

Element: explicit

```
        explicit =
        ## contains the text of any explicit attached
        ## to a particular manuscript item, that is, the closing words of a text
        or a section of
```

```
## a text, sometimes used as a kind of title, possibly followed by one or
more rubrics or colophons.
##
element explicit  explicit.content, explicit.attributes
explicit.content = macro.phraseSeq
explicit.attributes =
tei.global.attributes,
explicit.attributes.defective,
explicit.attributes.type,
[ a:defaultValue = "explicit" ] attribute TEIform  text ?,
empty
explicit.attributes.defective =
## indicates whether the explicit as given is defective, i.e.  incomplete.
attribute defective  explicit.attributes.defective.content ?
explicit.attributes.defective.content = datatype.UBoolean
explicit.attributes.type =
## specifies the type of explicit, e.g.  whether it is a formal closing
for the
## work.
attribute type  explicit.attributes.type.content ?
explicit.attributes.type.content = datatype.Key
```

Element: incipit

```
incipit =
## contains the text of any incipit
## attached to a particular manuscript item, that is the opening words of
## a text, frequently used as a form of identifier for it; it may be
## preceded by one or more rubrics, and may be defective.
element incipit  incipit.content, incipit.attributes
incipit.content = macro.phraseSeq
incipit.attributes =
tei.global.attributes,
incipit.attributes.defective,
incipit.attributes.type,
[ a:defaultValue = "incipit" ] attribute TEIform  text ?,
empty
incipit.attributes.defective =
## indicates whether the incipit as given is defective, i.e.  incomplete.
attribute defective  incipit.attributes.defective.content ?
incipit.attributes.defective.content = datatype.UBoolean
incipit.attributes.type =
## specifies the type of incipit, e.g.  whether it introduces a work,
## is biblical, legal, etc.
attribute type  incipit.attributes.type.content ?
incipit.attributes.type.content = datatype.Key
```

Element: msContents

```
msContents =
## describes the intellectual content of a
## manuscript or manuscript part either as a series of paragraphs or as a
## series of structured manuscript items.
element msContents  msContents.content, msContents.attributes
msContents.content = tei.paragraph+ | ( summary?, msItem+ )
msContents.attributes =
tei.global.attributes,
msContents.attributes.class,
msContents.attributes.defective,
```

```
                [ a:defaultValue = "msContents" ] attribute TEIform  text ?,
                empty
                msContents.attributes.class =
                ## identifies the text types or classifications applicable to this
                ## item
                attribute class  msContents.attributes.class.content ?
                msContents.attributes.class.content = datatype.uriList
                msContents.attributes.defective =
                ## indicates whether the work contained is defective, i.e.  incomplete.
                attribute defective  msContents.attributes.defective.content ?
                msContents.attributes.defective.content = datatype.UBoolean
```

Element: msItem

```
                msItem =
                ## describes an individual work or item within the intellectual
                ## content of a manuscript or manuscript part.
                element msItem  msItem.content, msItem.attributes
                msItem.content =
                locus?,
                (
                tei.paragraph+
                | (
                author*,
                respStmt*,
                title*,
                rubric?,
                incipit?,
                explicit?,
                colophon*,
                decoNote*,
                langUsage*,
                listBibl*,
                q*,
                bibl*,
                filiation*,
                note*,
                textLang?,
                msItem*
                )
                )
                msItem.attributes =
                tei.global.attributes,
                msItem.attributes.class,
                msItem.attributes.defective,
                [ a:defaultValue = "msItem" ] attribute TEIform  text ?,
                empty
                msItem.attributes.class =
                ## identifies the text types or classifications applicable to this
                ## item
                attribute class  msItem.attributes.class.content ?
                msItem.attributes.class.content = datatype.uriList
                msItem.attributes.defective =
                ## indicates whether the item being described
                ## is defective, i.e.  incomplete.
                attribute defective  msItem.attributes.defective.content ?
                msItem.attributes.defective.content = datatype.UBoolean
```

Element: rubric

```
rubric =
## contains the text of any rubric or heading attached to a particular
manuscript item, that is, a string of words whereby a
## manuscript signals a text division (e.g.  beginning, book, chapter,
end)
## which is in some way set off from the text itself, usually in red ink,or
by use of different size or type of script, lining, or other such visual
device.
## .
element rubric  rubric.content, rubric.attributes
rubric.content = macro.phraseSeq
rubric.attributes =
tei.global.attributes,
rubric.attributes.type,
[ a:defaultValue = "rubric" ] attribute TEIform  text ?,
empty
rubric.attributes.type =
## specifies the type of rubric, e.g.  whether it is at the start or end
of
## the item.
attribute type  rubric.attributes.type.content ?
rubric.attributes.type.content = datatype.Key
```

Element: summary

```
summary =
## contains a brief summary of the
## intellectual content of an item, provided by the cataloguer
element summary  summary.content, summary.attributes
summary.content = macro.phraseSeq
summary.attributes =
tei.global.attributes,
[ a:defaultValue = "summary" ] attribute TEIform  text ?,
empty
```

Element: filiation

```
filiation =
##  contains  information  concerning  the  manuscript's  filiation,  i.e.
its relationship to other surviving manuscripts of the same text, its
protographs, antigraphs and apographs.
element filiation  filiation.content, filiation.attributes
filiation.content = macro.specialPara
filiation.attributes =
tei.global.attributes,
tei.typed.attributes,
[ a:defaultValue = "filiation" ] attribute TEIform  text ?,
empty
tei.typed |= filiation
```

Element: textLang

```
textLang =
## describes the languages and writing systems used by a
## manuscript (as opposed to its description, which is described in the
langUsage element)
element textLang  textLang.content, textLang.attributes
textLang.content = macro.phraseSeq
textLang.attributes =
tei.global.attributes,
```

```
textLang.attributes.langKey,
textLang.attributes.otherLangs,
[ a:defaultValue = "textLang" ] attribute TEIform  text ?,
empty
textLang.attributes.langKey =
## supplies a code which identifies the chief language used in the
manuscript.
attribute langKey  textLang.attributes.langKey.content ?
textLang.attributes.langKey.content = datatype.uri
textLang.attributes.otherLangs =
## one or more codes identifying any other languages used in the
manuscript.
attribute otherLangs  textLang.attributes.otherLangs.content ?
textLang.attributes.otherLangs.content = datatype.uriList
```

÷*PhysicalDescription*

Under the general heading of 'physical description' we subsume a large number of different aspects generally regarded as useful in the description of a given manuscript. These include aspects of the form, support, extent, and quire structure of the manuscript object (*1.1.6.1. Object description*); aspects of the writing, such as the way it is laid out on the page, the styles of writing and any musical notation employed (*1.1.6.2. Writing, Decoration and other Notations*); discussion of decorative features of the manuscript, of any paratextual features such as pagination, and of any annotations (*1.1.6.2.2. Decoration*); discussion of its binding and state of repair (*1.1.6.2.4. Additions and marginalia*).

Most manuscript descriptions touch on several of these categories of information though few include them all, and not all distinguish them as clearly as we propose here. In particular, it is often the case that an existing description will include information for which we propose distinct elements within a single paragraph, or even sentence. The encoder must then decide whether to rewrite the description using the structure proposed here, or to retain the existing prose, marked up simply as a series of <p> elements, directly within the <physDesc> element.

The <physDesc> element may thus be used in either of two distinct ways: it may contain a series of paragraphs addressing topics listed above and similar ones; or it may act as a container for any choice of the more specialised elements described in the remainder of this section, each of which itself contains a series of paragraphs, and may also have more specific attributes. Note that the two ways should, indeed may, *not* be combined within the same description. ÷*Objectdescription*

The <objectDesc> element is used to group together those parts of the physical description which relate specifically to the inscribed material (typically, pages of a manuscript), their format, constitution, layout, etc. Its *form* attribute is used to indicate the specific type of object being described, for example, as a codex, fragment, roll, etc. It has two parts: a description of the support, i.e. the physical carrier on which the writing of the manuscript is inscribed; and a description of one or more layouts, i.e. the way that the writing is organized on the physical carrier.

Taking these in turn, the description of the support is tagged using the following elements, each of which is discussed in more detail below:

- **<supportDesc>** groups elements describing the physical support for the written part of a manuscript.

  material a short project-defined name for the material composing the majority of the support Values are:
    paper Paper
    parch Parchment
    mixed mixed

- **<support>** contains a description of the materials etc. which make up the physical support for the written part of a manuscript.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **<extent>** describes the approximate size of the electronic text as stored on some carrier medium, specified in any convenient units.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **<collation>** contains a description of how the leaves or bifolia are physically arranged.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **<foliation>** describes the numbering system or systems used to count the leaves or pages in a codex.

Date:

- No attributes other than those globally available (see definition for tei.global.attributes)

- **<condition>** contains a description of the physical condition of the manuscript.

  - No attributes other than those globally available (see definition for tei.global.attributes)

Each of these elements contains paragraphs relating to the topic concerned. Within the paragraphs, phrase-level elements (in particular those discussed above at *1.1.2. Phrase-level elements*), may be used to tag specific terms of interest if so desired.

```
                        Example 1.67
1   <objectDesc form="codex">
2    <supportDesc>
3     <p>Mostly <material>paper</material>, with watermarks
4      <watermark>unicorn</watermark> (<ref>Briquet 9993</ref>) and
5      <watermark>ox</watermark> (close to <ref>Briquet 2785</ref>).
6      The first and last leaf of each quire, with the
7      exception of quires xvi and xviii, are constituted by
8      bifolia of parchment, and all seven miniatures have been
9      painted on inserted  singletons of parchment</p>
10    </supportDesc>
11   </objectDesc>
```

This example combines information which might alternatively be more precisely tagged using the more specific elements described in the following subsections. $\div Support$

The <support> element groups together information about the physical carrier. Typically, for manuscripts, this will entail discussion of the materials (paper, parchment...) written on. For paper, a discussion of any watermarks present may also be useful. If this makes reference to standard catalogues of such items, these may be tagged using the standard <ref> element as in the following example:

```
                        Example 1.68
1   <support>
2    <p>
3     <material>Paper</material> with watermark: <watermark>anchor in a
4      circle with star on top</watermark>,
5     <watermark>countermark B-B with trefoil</watermark>
6     similar to <ref>Moschin, Anchor N 1680</ref>
7     <date>1570-1585</date>.</p>
8   </support>
```

$\div Extent$

The <extent> element, defined in the TEI header, may also be used in a manuscript description, for example to specify the number of leaves or bifolia a manuscript contains. Such measurements may be specifically marked using the phrase level <dimensions> element, as in the following example, or left as plain prose.

```
                        Example 1.69
1   <extent>2 leaves, taken from the binding of a printed book</extent>
2   <extent>ii + 321 leaves
3       <dimensions units="cm">
4     <height>5</height>
5     <width>3</width>
6    </dimensions>
7   </extent>
```

Since the <dimensions> element is available for use anywhere in a description, the cataloguer may choose to discuss (for example) dimensions of miniatures at the same time as describing the miniatures, rather than specify that information within the <extent> element. $\div Collation$

The <collation> element should be used to specify exactly how the leaves or bifolia of a manuscript are combined into quires etc. This may be described using informal prose, or any appropriate notational convention. No specific notation is defined here as yet, but provision is made for the tagging of such formulae with the standard TEI <formula> element as in the following example:

```
                        Example 1.70
1   <collation>
2    <p>
3     <formula>1-5.8 6.6 (catchword, f. 46, does not match following text)
```

```
4     7-8.8 9.10, 11.2 (through f. 82) 12-14.8 15.8(-7)</formula>
5     Catchwords are written horizontally in center
6     or towards the right lower margin in various manners:
7     in red ink for quires 1-6 (which are also signed in red
8     ink with letters of the alphabet and arabic numerals);
9     quires 7-9 in ink of text within yellow decorated frames;
10    quire 10 in red decorated frame; quire 12 in ink of text;
11    quire 13 with red decorative slashes; quire 14 added in
12    cursive hand.</p>
13  </collation>
```

÷*Foliation*

The <foliation> element describes one or more pagination schemes applied to the manuscript. It should be used to indicate the scheme of page numbers, folio numbers or column numbers provided in the manuscript, as in the following examples:

—————— Example 1.71 ——————
```
1   <foliation>
2    <p>Folio numbers were added by Árni Magnússon
3    ca. <date>1720-1730</date> with brown ink in the upper right corner
4    of all recto-pages.</p>
5   </foliation>
6   <foliation>
7    <p>Page numbers have been written with pen in the late
8    19th century on top of every ten recto-pages, to the right: 11,
9    21, 31, etc. Later, folio numbers have been written between
10   columns on top of every recto-page, in pencil.</p>
11  </foliation>
```

It may also include discussion of such features as original signatures or catchwords, where relevant, as in the following example:

—————— Example 1.72 ——————
```
1   <foliation>
2    <p>Quire and leaf signatures in letters, [b]-v, and roman
3    numerals; those in quires 10 (1) and 17 (s) in red ink and different
4    from others; every third quire also signed with red crayon in arabic
5    numerals in the center lower margin of the first leaf recto: "2" for
6    quire 4 (f. 19), "3" for quire 7 (f. 43); "4," barely visible, for
7    quire 10 (f. 65), "5," in a later hand, for quire 13 (f. 89), "6," in
8    a later hand, for quire 16 (f. 113).</p>
9   </foliation>
```

÷*Condition*

The <condition> element may be used to summarize the overall physical state of a manuscript, in particular where such information is not recorded elsewhere in the description. It should not however be used to describe changes or repairs to a manuscript; these are more appropriately described as a part of its custodial history.

—————— Example 1.73 ——————
```
1   <condition>
2    <p>The text begins and ends defective, and there are two lacunae toward
3    the end. What was originally the first leaf of the first quire,
4    numbered 1a, has been cut away, leaving a strip approximately 15 mm
5    wide; one to two letters, in some places on the verso up to four,
6    remain of each line. The manuscript contains a large number of
7    erasures, possibly by the scribe, possibly by a later hand, but in any
8    case for the most part unfilled in; for example on f. 3ra, lines 15-6
9    there are two erasures, the first of perhaps 16 the second of six
10   characters, and four lines of text have been erased on f. 5vb
11   following l. 21. In addition, there are several spaces that appear
12   never to have been filled in, e.g. f. 13vb, l. 24, where enough space
13   for about eight letters has been left blank by the scribe.
14   </p>
15  </condition>
```

Date:

÷*LayoutDescription*

The second part of the `<objectDesc>` element is a `<layoutDesc>` element, which is used to describe and document the way in which text and illustration are displayed on the written surface, specifying for example the number of written, ruled, or pricked lines and columns per page, presence or absence of margins, distinct blocks such as glossaria etc. This may be given as a simple series of paragraphs. Alternatively, one or more different layouts may be identified within a single manuscript, each described by its own `<layout>` element.

- **<layoutDesc>** collects the set of layout descriptions applicable to a manuscript.

    – No attributes other than those globally available (see definition for tei.global.attributes)

- **<layout>** describes how text is laid out on the page, including information about any ruling, pricking, or other evidence of page-preparation techniques.

    columns specifies the number of columns per page

    ruledLines specifies the number of ruled lines per column

    writtenLines specifies the number of written lines per colum

Where the `<layout>` element is used, the layout will often be sufficiently regular for the attributes on this element to convey all that is necessary; more usually however a more detailed treatment will be required. The attributes are provided as a convenient short hand for commonly occurring cases, and should not be used except where the layout is regular. The value `NA` (not-applicable) should be used for cases where the layout is either very irregular, or where it cannot be characterised simply in terms of lines and columns, for example, where blocks of commentary and text are arranged in a regular but complex pattern on each page

The following examples indicate the range of possibilities:

─────────── Example 1.74 ───────────
```
1   <layout ruledLines="25-32">
2    <p>Most pages have between 25 and 32 long lines ruled in lead.</p>
3   </layout>
```

Where multiple `<layout>` elements are supplied, the scope for each specification should be indicated by means of `<locus>` elements within the content of the element, as in the following example:

─────────── Example 1.75 ───────────
```
1   <layoutDesc>
2    <layout ruledLines="25-32">
3     <p>
4      <locus from="1r-202v"/>
5      <locus from="210r-212v"/>
6      Between 25 and 32 ruled lines.</p>
7    </layout>
8    <layout ruledLines="34-50">
9     <p>
10     <locus from="203r-209v"/>Between 34 and 50 ruled lines.</p>
11    </layout>
12  </layoutDesc>
```

÷*Writing, DecorationandotherNotations*

The second group of elements within a structured physical description concerns aspects of the writing or other notation (notably, music) found within a manuscript, including additions made in later hands.

- **<handDesc>** contains a description of all the different kinds of writing used in a manuscript.

    hands specifies the number of distinct hands identified within the manuscript

- **<handNote>** describes a particular style or hand distinguished within a manuscript.

    scribe gives a standard name or other identifier for the scribe believed to be responsible for this hand.

    script characterizes the particular script or writing style used by this hand, for example 'secretary', 'copperplate', 'Chancery', 'Italian', etc..

    medium describes the tint or type of ink, e.g. 'brown', or other writing medium, e.g. 'pencil',

    scope specifies how widely this hand is used in the manuscript. Legal values are:

        sole only this hand is used throughout the manuscript

> **major** this hand is used through most of the manuscript
>
> **minor** this hand is used occasionally in the manuscript

- **\<decoDesc>** contains a description of the decoration of a manuscript, either as a sequence of paragraphs, or as a sequence of topically organised decoNote elements.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **\<decoNote>** contains a note describing either a decorative component of a manuscript, or a fairly homogenous class of such components.

  type specifies the kind of decorative feature being described

  subtype supplies a further sub-categorization of the value specified by the *type* attribute.

- **\<musicNotation>** contains description of type of musical notation.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **\<additions>** contains a description of any significant additions found within a manuscript, such as marginalia or other annotations.

  - No attributes other than those globally available (see definition for tei.global.attributes)

$\div Writing$

The `<handDesc>` element may contain a short description of the general characteristics of the writing observed in a manuscript as in the following example:

――――――――― Example 1.76 ―――――――――
```
1  <handDesc>
2   <p>Written in a <term>late caroline minuscule</term>; versals in a
3    form of <term>rustic capitals</term>; although the marginal and
4    interlinear gloss is written in varying shades of ink that are
5    not those of the main text, text and gloss appear to have been
6    copied during approximately the same time span.</p>
7  </handDesc>
```

Note the use of the `<term>` element to mark specific technical terms within the context of the `<handDesc>` element. Where several distinct hands have been identified, the cataloguer may simply specify the fact using the *hands* attribute, as in the following example:

――――――――― Example 1.77 ―――――――――
```
1  <handDesc hands="2">
2   <p>The manuscript is written in two contemporary hands, otherwise
3    unknown, but clearly those of practised scribes. Hand I writes
4    ff. 1r-22v and hand II ff. 23 and 24. Some scholars, notably
5    Verner Dahlerup and Hreinn Benediktsson, have argued for a third hand
6    on f. 24, but the evidence for this is insubstantial.</p>
7  </handDesc>
```

Alternatively, or in addition, where more specific information about one or more of the hands identified is to be recorded, the `<handNote>` element should be used. Such hand descriptions may contain prose and may also bear particular attributes to facilitate retrieval as in the following example:

――――――――― Example 1.78 ―――――――――
```
1  EXAMPLE NEEDED

3  <!-- to be supplied -->
```

The `<locus>` element discussed in section *1.1.2.3. References to manuscript locations* may be used to specify exactly which parts of a manuscript are written by a given hand where this information is included within the hand description.

When a full or partial transcription of a manuscript is available as well as the manuscript description, the `<handShift>` element described in «PHDH» may be used to link the relevant parts of the transcription to the appropriate `<handDesc>` element in the description.

Date:

———————— Example 1.79 ————————

```
1    EXAMPLE NEEDED

3    <!-- to be supplied -->
```

÷*Decoration*

In describing a manuscript, it is often difficult or impossible to draw a clear distinction between aspects which are purely physical and aspects which contribute to the intellectual content. This is particularly true of 'decorative' aspects such as illustrations and decorations within the manuscript or binding. We propose the following elements for the purpose of delimiting discussion of these aspects within a manuscript description, amd for convenience locate them all within the physical description, despite the fact that illustrative features in many cases may be better thought of as part of the intellectual content, and thus better described under the <msContents> element discussed in section *1.1.5. Intellectual Content*.

The <decoDesc> element may contain simply one or more paragraphs summarizing the overall nature of the descriptive features of the manuscript, as in the following example:

———————— Example 1.80 ————————

```
1    <decoDesc>
2     <p>The decoration comprises two
3      full page miniatures, perhaps added by the original
4      owner, or slightly later; the original major decoration
5      consists of twenty-three large miniatures, illustrating
6      the divisions of the Passion narrative and the start of
7      the major texts, and the major divisions of the Hours;
8      seventeen smaller miniatures, illustrating the suffrages
9      to saints; and seven historiated initials, illustrating
10     the pericopes and major prayers.</p>
11   </decoDesc>
```

Alternatively, it may contain a series of more specific typed <decoNote> elements, each summarizing a particular aspect of the decoration present, for example the use of miniatures, initials (historiated or otherwise), borders, diagrams, etc., as in the following example:

———————— Example 1.81 ————————

```
1    <decoDesc>
2     <decoNote type="miniature">
3      <p>One full-page miniature, facing the beginning of the first Penitential Psalm.</p>
4     </decoNote>
5     <decoNote type="initial">
6      <p>One seven-line historiated initial, commencing the first Penitential Psalm.</p>
7     </decoNote>
8     <decoNote type="initial">
9      <p>Six four-line decorated initials, commencing the second through the
10       seventh Penitential Psalm.</p>
11    </decoNote>
12    <decoNote type="initial">
13     <p>Some three hundred two-line versal initials with pen-flourishes,
14      commencing the psalm verses.</p>
15    </decoNote>
16    <decoNote type="border">
17     <p>Four-sided border decoration surrounding the miniatures and
18      three-sided border decoration accompanying the historiated and
19      decorated initals.</p>
20    </decoNote>
21   </decoDesc>
```

Where more exact indexing of the decorative content of a manuscript is required, the standard TEI elements <term> or <index> may be used within the prose description to supply or delimit appropriate iconographic terms, as in the following example:

———————— Example 1.82 ————————

```
1    <decoDesc>
2     <decoNote type="miniatures">
```

```
3    <p>Fourteen large miniatures with arched
4     tops, above five lines of text:
5     <list>
6      <item>
7       <locus>fol. 14r</locus>Pericopes. <term>St. John writing on
8        Patmos</term>, with the Eagle holding his ink-pot and pen-case;
9        some flaking of pigment, especially in the sky</item>
10      <item>
11       <locus>fol. 26r</locus>Hours of the Virgin, Matins.
12       <term>Annunciation</term>; Gabriel and the Dove to the
13       right</item>
14      <item>
15       <locus>fol. 60r</locus>Prime. <term>Nativity</term>; the
16       <term>Virgin and Joseph adoring the Child</term>
17      </item>
18      <item>
19       <locus>fol. 66r</locus>Terce. <term>Annunciation to the
20        Shepherds</term>, one with <term>bagpipes</term>
21      </item>
22 <!-- ... -->

24     </list>
25     </p>
26    </decoNote>
27   </decoDesc>
```

÷ Musical notation

Where a manuscript contains music or similar non-verbal notation, the `<musicNotation>` element may be used to describe the notation employed, as in the following example:

Example 1.83

```
1    <musicNotation>
2     <p>Square notation of 4-line red staves.</p>
3    </musicNotation>
4    <musicNotation>
5     <p>Neumes in campo aperto of the St. Gall type.</p>
6    </musicNotation>
```

÷ Additions and marginalia

The `<additions>` element is used to record and discuss any written or drawn additional text found in a manuscript, such as marginalia, scribblings, etc. which the cataloguer considers of interest or importance. Such topics may also be discussed or referenced elsewhere in a description, for example in the `<history>` element where the marginalia provide evidence of ownership, but the `<additions>` element is particularly useful for this purpose.

Here are some examples of the use of this element

Example 1.84

```
1    <additions>
2     <p>In most parts of the codex the text has been quite
3      extensively corrected in a contemporary hand from the manuscript GKS
4      3270 4to.</p>
5    </additions>
6    <additions>
7     <p>The text of this manuscript is not interpolated with
8      sentences from Royal decrees promulgated in 1294, 1305 and 1314. In
9      the margins, however, another somewhat later scribe has added the
10      relevant paragraphs of these decrees, see pp. 8, 24, 44, 47
11      etc.</p>
12     <p>As a humorous gesture the scribe in one opening of the
13      manuscript, pp. 36 and 37, has prolonged the lower stems of one letter
14      f and five letters þ and has them drizzle down the
15      margin.</p>
16    </additions>
```

Date:

The third major component of the physical description relates to supporting but distinct physical components, such as bindings, seals and accompanying material. These may be described using the following specialist elements:

- **<bindingDesc>** describes the present and former bindings of a manuscript, either as a series of paragraphs or as a series of distinct binding elements, one for each binding of the manuscript.

    – No attributes other than those globally available (see definition for tei.global.attributes)

- **<binding>** contains a description of one binding, i.e. type of covering, boards, etc. applied to a manuscript

    contemporary specifies whether or not the binding is contemporary with the majority of its contents Values are:

    yes the binding is contemporaneous with its contents
    no the binding is not contemporaneous with its contents
    unknown the date of either binding or manuscript is unknown

- **<sealDesc>** describes the seals or other external items attached to a manuscript, either as a series of paragraphs or as a series of distinct seal elements, possibly with additional decoNotes.

    – No attributes other than those globally available (see definition for tei.global.attributes)

- **<seal>** contains a description of one seal or similar attachment applied to a manuscript

    contemporary specifies whether or not the seal is contemporary with the item to which it is affixed

- **<accMat>** contains details of any significant additional material which may be closely associated with the manuscript being described, such as non-contemporaneous documents or fragments bound in with the manuscript at some earlier historical period.

    type further characterizes the accompanying material, for example as letter, note, paste-in, etc.

÷ *Binding Descriptions*

The <bindingDesc> element contains a description of the state of the present and former bindings of a manuscript, including information about its material, any distinctive marks, and provenance information. This may be given as a series of paragraphs, if only one binding is being described, or as a series of distinct <binding> elements, each describing a distinct binding, where these are separately described. For example:

———— Example 1.85 ————
```
1   <bindingDesc>
2    <p>Sewing not visible; tightly rebound over
3     19th-cent. pasteboards, reusing panels of 16th-cent. brown leather with
4     gilt tooling à la fanfare, Paris c. 1580-90, the centre of each
5     cover inlaid with a 17th-cent. oval medallion of red morocco tooled in
6     gilt (perhaps replacing the identifying mark of a previous owner); the
7     spine similarly tooled, without raised bands or title-piece; coloured
8     endbands; the edges of the leaves and boards gilt.Boxed.</p>
9   </bindingDesc>
```

Within a binding description, the element <decoNote> is available, as an alternative to <p>, for paragraphs dealing exclusively with information about decorative features of a binding, as in the following example:

———— Example 1.86 ————
```
1   <binding>
2    <p>Bound, s. XVIII (?), in
3     <material>diced russia leather</material>
4     retaining most of the original 15th century
5     metal ornaments (but with some replacements)
6     as well as the heavy wooden boards; </p>
7    <decoNote>
8     <p>on each cover: alternating circular stamps of the
9      Holy Monogram, a sunburst, and a flower;</p>
10   </decoNote>
11   <decoNote>
12    <p>on the cornerpieces, one of which is missing,
13     a rectangular stamp of the Agnus Dei;</p>
14   </decoNote>
15   <p>rebacked during the 19th (?) century.</p>
16   </binding>
```

The `<sealDesc>` element supplies information about the seal(s) attached to documents to guarantee their integrity, or to show authentication of the issuer or consent of the participants. It may contain one or more paragraph summarizing the the overall nature of the seals, or may contain one or more `<seal>` elements.

```
───────────── Example 1.87 ─────────────
1   <sealDesc>
2    <seal n="1" type="pendant" subtype="cauda duplex">
3     <p>Round seal of <name>Anders Olufsen</name> in black wax:
4      <bibl>
5       <ref>DAS 930</ref>
6      </bibl>.  Parchment tag, on which is written: <q>pertinere nos predictorum placiti nostri iust
7    </seal>
8    <seal n="2" type="pendant" subtype="cauda duplex">
9     <p>The seal of <name>Jens Olufsen</name> in black wax. <bibl>
10      <ref>DAS 1061</ref>
11     </bibl>. Legend: <q>S IOHANNES OLAVI</q>.
12     Parchment tag on which is written: <q>Woldorp Iohanne G</q>.</p>
13    </seal>
14   </sealDesc>
```

The circumstance commonly arises where a manuscript has additional material, not originally part of the manuscript, which is bound with it or otherwise accompanying the manuscript. In cases where this is clearly a distinct manuscript, the whole manuscript should be treated as a composite manuscript and the additional matter described in a separate `<msPart>` (see *1.1.9. Manuscript Parts* below). However, there are cases where the additional matter is not self-evidently a distinct manuscript: it might be an important set of notes by a later scholar or owner, or it might be a file of correspondence relating to the manuscript. The `<accMat>` element is provided as a holder for this kind of information:

- **<accMat>** contains details of any significant additional material which may be closely associated with the manuscript being described, such as non-contemporaneous documents or fragments bound in with the manuscript at some earlier historical period. Selected attributes:

  type further characterizes the accompanying material, for example as letter, note, paste-in, etc.

Here is an example of the use of this element, describing a note by the Icelandic manuscript collector Árni Magnússon which has been bound with the manuscript:

```
───────────── Example 1.88 ─────────────
1   <accMat>
2    <p>A slip in Árni Magnússon's hand has been stuck to the
3     pastedown on the inside front cover; the text reads:
4     <q lang="is">Þidreks Søgu þessa hefi eg
5      feiged af Sekreterer Wielandt Anno 1715
6      i Kaupmanna høfn. Hun er, sem eg sie, Copia af Austfirda
7      bókinni (Eidagás) en<expan>n</expan> ecki progenies
8      Brædratungu bokarinnar. Og er þar fyrer eigi i
9      allan<expan>n</expan> máta samhlioda
10     þ<expan>eir</expan>re er Sr Jon Erlendz son hefer ritad fyrer
11     Mag. Bryniolf. Þesse Þidreks Saga mun vera komin fra Sr
12     Vigfuse á Helgafelle.</q>
13    </p>
14   </accMat>
```

The formal definition for the `<physDesc>` element and its constituents is as follows:

Element: physDesc

```
        physDesc =
        ## contains a full physical description of a
        ## manuscript, either as a sequence of paragraphs, or as a series of more
        ## specialised elements.
```

```
element physDesc  physDesc.content, physDesc.attributes
physDesc.content =
tei.paragraph+
| (
objectDesc?,
handDesc?,
musicNotation?,
decoDesc?,
additions?,
bindingDesc?,
sealDesc?,
accMat?
)
physDesc.attributes =
tei.global.attributes,
[ a:defaultValue = "physDesc" ] attribute TEIform  text ?,
empty
```

Element: objectDesc

```
objectDesc =
## contains a description of the physical
## components making up the object which is being described.
element objectDesc  objectDesc.content, objectDesc.attributes
objectDesc.content = tei.paragraph+ | ( supportDesc?, layoutDesc?  )
objectDesc.attributes =
tei.global.attributes,
objectDesc.attributes.form,
[ a:defaultValue = "objectDesc" ] attribute TEIform  text ?,
empty
objectDesc.attributes.form =
## a short project-specific name identifying the physical form of
## the carrier, for example as a codex, roll, fragment, partial leaf,
## cutting etc.
attribute form  objectDesc.attributes.form.content ?
objectDesc.attributes.form.content = datatype.Key
```

Element: supportDesc

```
supportDesc =
## groups elements describing the physical support for the written part of
a manuscript.
element supportDesc  supportDesc.content, supportDesc.attributes
supportDesc.content =
tei.paragraph+ | ( support?, extent?, foliation?, collation?, condition?
)
supportDesc.attributes =
tei.global.attributes,
supportDesc.attributes.material,
[ a:defaultValue = "supportDesc" ] attribute TEIform  text ?,
empty
supportDesc.attributes.material =
## a short project-defined name for the material composing
## the majority of the support
attribute material  supportDesc.attributes.material.content ?
supportDesc.attributes.material.content = datatype.Key
```

Element: support

```
support =
## contains a description of the materials
## etc.  which make up the physical support for the written part of a
manuscript.
element support  support.content, support.attributes
support.content = tei.paragraph+
support.attributes =
tei.global.attributes,
[ a:defaultValue = "support" ] attribute TEIform  text ?,
empty
```

Element: collation

```
collation =
## contains a description of how the leaves or bifolia are physically
## arranged.
element collation  collation.content, collation.attributes
collation.content = tei.paragraph+
collation.attributes =
tei.global.attributes,
[ a:defaultValue = "collation" ] attribute TEIform  text ?,
empty
```

Element: foliation

```
foliation =
## describes the numbering system or systems used to
## count the leaves or pages in a codex.
element foliation  foliation.content, foliation.attributes
foliation.content = tei.paragraph+
foliation.attributes =
tei.global.attributes,
[ a:defaultValue = "foliation" ] attribute TEIform  text ?,
empty
```

Element: condition

```
condition =
## contains a description of the physical
## condition of the manuscript.
element condition  condition.content, condition.attributes
condition.content = tei.paragraph+
condition.attributes =
tei.global.attributes,
[ a:defaultValue = "condition" ] attribute TEIform  text ?,
empty
```

Element: layoutDesc

```
layoutDesc =
## collects the set of layout descriptions applicable to a manuscript.
element layoutDesc  layoutDesc.content, layoutDesc.attributes
layoutDesc.content = tei.paragraph+ | layout+
layoutDesc.attributes =
tei.global.attributes,
[ a:defaultValue = "layoutDesc" ] attribute TEIform  text ?,
empty
```

Element: layout

```
layout =
## describes how text is laid out on the page,
## including information about any ruling, pricking, or other evidence of
```

```
      ## page-preparation techniques.
      element layout  layout.content, layout.attributes
      layout.content = tei.paragraph+
      layout.attributes =
      tei.global.attributes,
      layout.attributes.columns,
      layout.attributes.ruledLines,
      layout.attributes.writtenLines,
      [ a:defaultValue = "layout" ] attribute TEIform  text ?,
      empty
      layout.attributes.columns =
      ## specifies the number of columns per page
      attribute columns  layout.attributes.columns.content ?
      layout.attributes.columns.content = datatype.Key
      layout.attributes.ruledLines =
      ## specifies the number of ruled lines per column
      attribute ruledLines  layout.attributes.ruledLines.content ?
      layout.attributes.ruledLines.content = datatype.Key
      layout.attributes.writtenLines =
      ## specifies the number of written lines per colum
      attribute writtenLines  layout.attributes.writtenLines.content ?
      layout.attributes.writtenLines.content = datatype.Key
```

Element: handDesc

```
      handDesc =
      ## contains a description of all the different kinds of writing used in a
      manuscript.
      element handDesc  handDesc.content, handDesc.attributes
      handDesc.content = ( handNote | tei.paragraph )+
      handDesc.attributes =
      tei.global.attributes,
      handDesc.attributes.hands,
      [ a:defaultValue = "handDesc" ] attribute TEIform  text ?,
      empty
      handDesc.attributes.hands =
      ## specifies the number of distinct hands identified within the manuscript
      attribute hands  handDesc.attributes.hands.content ?
      handDesc.attributes.hands.content = datatype.Key
```

Element: handNote

```
      handNote =
      ## describes a particular style
      ## or hand distinguished within a manuscript.
      element handNote  handNote.content, handNote.attributes
      handNote.content = tei.paragraph+
      handNote.attributes =
      tei.global.attributes,
      handNote.attributes.scribe,
      handNote.attributes.script,
      handNote.attributes.medium,
      handNote.attributes.scope,
      [ a:defaultValue = "handNote" ] attribute TEIform  text ?,
      empty
      handNote.attributes.scribe =
      ## gives a standard name or other identifier for the scribe
      ## believed to be responsible for this hand.
      attribute scribe  handNote.attributes.scribe.content ?
```

```
      handNote.attributes.scribe.content = datatype.Key
      handNote.attributes.script =
      ## characterizes the particular script or writing style used by
      ## this hand, for example secretary, copperplate, Chancery, Italian, etc..
      attribute script  handNote.attributes.script.content ?
      handNote.attributes.script.content = datatype.Key
      handNote.attributes.medium =
      ## describes the tint or type of ink, e.g.  brown, or other
      ## writing medium, e.g.  pencil,
      attribute medium  handNote.attributes.medium.content ?
      handNote.attributes.medium.content = datatype.Key
      handNote.attributes.scope =
      ## specifies how widely this hand is used in the manuscript.
      attribute scope  handNote.attributes.scope.content ?
      handNote.attributes.scope.content = datatype.Key
```

Element: musicNotation

```
      musicNotation =
      ## contains description of type of musical notation.
      element musicNotation  musicNotation.content, musicNotation.attributes
      musicNotation.content = tei.paragraph+
      musicNotation.attributes =
      tei.global.attributes,
      [ a:defaultValue = "musicNotation" ] attribute TEIform  text ?,
      empty
```

Element: decoDesc

```
      decoDesc =
      ## contains a description of the decoration of a manuscript, either as a
      sequence of paragraphs, or as a sequence of topically organised decoNote
      elements.
      element decoDesc  decoDesc.content, decoDesc.attributes
      decoDesc.content = tei.paragraph+ | decoNote+
      decoDesc.attributes =
      tei.global.attributes,
      [ a:defaultValue = "decoDesc" ] attribute TEIform  text ?,
      empty
```

Element: decoNote

```
      decoNote =
      ## contains a note describing either a
      ## decorative component of a manuscript, or a fairly homogenous class of
      ## such components.
      element decoNote  decoNote.content, decoNote.attributes
      decoNote.content = tei.paragraph+
      decoNote.attributes =
      tei.global.attributes,
      decoNote.attributes.type,
      decoNote.attributes.subtype,
      [ a:defaultValue = "decoNote" ] attribute TEIform  text ?,
      empty
      decoNote.attributes.type =
      ## specifies the kind of decorative feature being described
      attribute type  decoNote.attributes.type.content ?
      decoNote.attributes.type.content = datatype.Key
      decoNote.attributes.subtype =
      ## supplies a further sub-categorization of the value specified by the
      ## type
```

```
## attribute.
attribute subtype  decoNote.attributes.subtype.content ?
decoNote.attributes.subtype.content = datatype.Key
```

Element: bindingDesc

```
bindingDesc =
## describes the present and former bindings of a manuscript, either
## as a series of paragraphs or as a series of distinct binding elements,
## one for each binding of the manuscript.
element bindingDesc  bindingDesc.content, bindingDesc.attributes
bindingDesc.content = ( p | decoNote )+ | binding+
bindingDesc.attributes =
tei.global.attributes,
[ a:defaultValue = "bindingDesc" ] attribute TEIform  text ?,
empty
```

Element: binding

```
binding =
## contains a description of one binding, i.e.  type of covering, boards,
etc.  applied to a manuscript
element binding  binding.content, binding.attributes
binding.content = ( tei.paragraph | decoNote )+
binding.attributes =
tei.global.attributes,
tei.datable.attributes,
binding.attributes.contemporary,
[ a:defaultValue = "binding" ] attribute TEIform  text ?,
empty
binding.attributes.contemporary =
## specifies whether or not the binding is contemporary with the majority
of its contents
attribute contemporary  binding.attributes.contemporary.content ?
binding.attributes.contemporary.content = datatype.UBoolean
tei.datable |= binding
```

Element: sealDesc

```
sealDesc =
## describes the seals or other external items attached to a manuscript,
either
## as a series of paragraphs or as a series of distinct seal elements,
## possibly with additional decoNotes.
element sealDesc  sealDesc.content, sealDesc.attributes
sealDesc.content = p+ | ( decoNote | seal )+
sealDesc.attributes =
tei.global.attributes,
[ a:defaultValue = "sealDesc" ] attribute TEIform  text ?,
empty
```

Element: seal

```
seal =
## contains a description of one seal or similar
## attachment applied to a manuscript
element seal  seal.content, seal.attributes
seal.content = ( tei.paragraph | decoNote )+
seal.attributes =
tei.global.attributes,
tei.typed.attributes,
tei.datable.attributes,
```

```
        seal.attributes.contemporary,
        [ a:defaultValue = "seal" ] attribute TEIform  text ?,
        empty
        seal.attributes.contemporary =
        ## specifies whether or not the seal is contemporary with the
        ## item to which it is affixed
        attribute contemporary  seal.attributes.contemporary.content ?
        seal.attributes.contemporary.content = datatype.UBoolean
        tei.typed |= seal
        tei.datable |= seal
```

Element: additions

```
        additions =
        ## contains a description of any significant additions found
        ## within a manuscript, such as marginalia or other annotations.
        element additions  additions.content, additions.attributes
        additions.content = tei.paragraph+
        additions.attributes =
        tei.global.attributes,
        [ a:defaultValue = "additions" ] attribute TEIform  text ?,
        empty
```

Element: accMat

```
        accMat =
        ## contains details of any significant additional
        ## material which may be closely associated with the manuscript being
        ## described, such as non-contemporaneous documents or fragments bound in
        ## with the manuscript at some earlier historical period.
        element accMat  accMat.content, accMat.attributes
        accMat.content = tei.paragraph+
        accMat.attributes =
        tei.global.attributes,
        accMat.attributes.type,
        [ a:defaultValue = "accMat" ] attribute TEIform  text ?,
        empty
        accMat.attributes.type =
        ## further characterizes the accompanying material, for example as letter,
        note, paste-in, etc.
        attribute type  accMat.attributes.type.content ?
        accMat.attributes.type.content = datatype.Key
```

$\div History$

The following elements are used to record information about the history of a manuscript:

- **<history>** groups elements describing the full history of a manuscript or manuscript part.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **<origin>** contains any descriptive or other information concerning the origin of a manuscript or manuscript part.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **<provenance>** contains any descriptive or other information concerning a single identifiable episode during the history of a manuscript or manuscript part, after its creation but before its acquisition.

  – No attributes other than those globally available (see definition for tei.global.attributes)

- **<acquisition>** contains any descriptive or other information concerning the process by which a manuscript or manuscript part entered the holding institution.

  – No attributes other than those globally available (see definition for tei.global.attributes)

The three components of the `<history>` element all have the same substructure, consisting of one or more paragraphs marked as `<p>` elements. Each of these three elements is also a member of the datable attribute class, and thus also carries the following optional attributes:

- **<tei.datable>** defines the set of attributes common to all elements that contain datable events. Selected attributes:

  notBefore specifies the earliest possible date for the event in standard form, e.g. yyyy-mm-dd.

  notAfter specifies the latest possible date for the event in standard form, e.g. yyyy-mm-dd.

  evidence indicates the nature of the evidence supporting the reliability or accuracy of the dating.

The history of a manuscript should normally be presented in the order implied by the above description. Information about the origins of the element (including any discussion of its sources) should be given as one or more paragraphs contained by a single `<origin>` element; any available information or discussion of distinct stages in the history of the manuscript before its arrival in its current location should be included as paragraphs within one or more `<provenance>` elements following this. Finally, any information specific to the means by which the manuscript was acquired by its present owners should be given as paragraphs within the `<acquisition>` element.

Here is a simple example of the use of this element:

```
                  Example 1.115
1   <history>
2    <origin>
3     <p>Written in Durham during the mid twelfth
4       century.</p>
5    </origin>
6    <provenance>
7     <p>Recorded in two medieval
8       catalogues of the books belonging to Durham Priory, made in 1391 and
9       1405.</p>
10     <p>Given to W. Olleyf by William Ebchester, Prior (1446-56)
11       and later belonged to Henry Dalton, Prior of Holy Island (Lindisfarne)
12       according to inscriptions on ff. 4v and 5.</p>
13    </provenance>
14    <acquisition>
15     <p>Presented to Trinity College in 1738 by
16       Thomas Gale and his son Roger.</p>
17    </acquisition>
18   </history>
```

Here is a more realistic example:

```
                  Example 1.116
1   <history>
2    <origin notBefore="1225" notAfter="1275" evidence="attributed">
3     <p>Written in Spain or Portugal in the middle of the 13th
4       century (that date 1042 given in a marginal note on f. 97v cannot be correct.)</p>
5    </origin>
6    <provenance>
7     <p>The Spanish scholar <name type="person">Benito Arias
8       Montano</name> (1527-1598) has written his name on f. 97r, and may be
9       presumed to have owned the manuscript. It came somehow into the
10       possession of <foreign lang="da">etatsråd</foreign>
11     <name type="person">Holger
12       Parsberg</name> (1636-1692), who has written his name twice, once on
13       the front pastedown and once on f. 1r, the former dated
14     <date>1680</date> and the latter <date>1682</date>. Following
15       Parsberg's death the manuscript was bought by <foreign>etatsråd</foreign>
16     <name type="person">Jens Rosenkrantz</name> (1640-1695) when Parsberg's
17       library was auctioned off (23.10.1693).</p>
18    </provenance>
19    <acquisition>
20     <p>The manuscript was acquired by Árni
21       Magnússon from the estate of Jens Rosenkrantz, presumably at
22       auction (the auction lot number 468 is written in red chalk on the
```

```
23       flyleaf), either in 1696 or 97.</p>
24     </acquisition>
25   </history>
```

The <history> element and its immediate component elements are formally defined as follows:

Element: history

```
history =
## groups elements
## describing the full history of a manuscript or manuscript part.
element history  history.content, history.attributes
history.content = tei.paragraph+ | ( origin?, provenance*, acquisition?  )
history.attributes =
tei.global.attributes,
[ a:defaultValue = "history" ] attribute TEIform  text ?,
empty
```

Element: origin

```
origin =
## contains any descriptive or other information
## concerning the origin of a manuscript or manuscript part.
element origin  origin.content, origin.attributes
origin.content = tei.paragraph+
origin.attributes =
tei.global.attributes,
tei.datable.attributes,
[ a:defaultValue = "origin" ] attribute TEIform  text ?,
empty
tei.datable |= origin
```

Element: provenance

```
provenance =
## contains any descriptive or other information
## concerning a single identifiable episode during the history of a
manuscript
## or manuscript part, after its creation but before its acquisition.
element provenance  provenance.content, provenance.attributes
provenance.content = tei.paragraph+
provenance.attributes =
tei.global.attributes,
tei.datable.attributes,
[ a:defaultValue = "provenance" ] attribute TEIform  text ?,
empty
tei.datable |= provenance
```

Element: acquisition

```
acquisition =
## contains any descriptive or other information
## concerning the process by which a manuscript or manuscript part entered
the holding
## institution.
element acquisition  acquisition.content, acquisition.attributes
acquisition.content = tei.paragraph+
acquisition.attributes =
tei.global.attributes,
tei.datable.attributes,
[ a:defaultValue = "acquisition" ] attribute TEIform  text ?,
empty
tei.datable |= acquisition
```

Date:

÷ *Additional information*

Four categories of additional information are provided for by the scheme described here, grouped together within the `<additional>` element described in this section.

- **<additional>** groups additional information relating to the modern bibliography for a manuscript, its current curatorial status, and and other associated materials.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<adminInfo>** contains information about the present custody and availability of the manuscript, and also about the record description itself.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<surrogates>** contains information about any digital or photographic representations of the manuscript being described which may exist in the holding institution or elsewhere.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<listBibl>** contains a list of bibliographic citations of any kind.

  - No attributes other than those globally available (see definition for tei.global.attributes)

None of the constituent elements of `<additional>` is required. If any is supplied, it may appear once only; furthermore, the order in which elements are supplied should be as specified above.

The `<additional>` element is formally defined as follows:

Element: additional

```
additional =
## groups additional information relating to the
## modern bibliography for a manuscript, its current curatorial status,
and
## and other associated materials.
element additional  additional.content, additional.attributes
additional.content = adminInfo?, surrogates?, listBibl?
additional.attributes =
tei.global.attributes,
[ a:defaultValue = "additional" ] attribute TEIform  text ?,
empty
```

÷ *Administrative Information*

A variety of information relating to the curation and management of a manuscript may be recorded as simple prose narrative tagged using the standard `<p>` element. Alternatively, different aspects of this information may be presented grouped within one or more of the following specialized elements:

- **<recordHist>** provides information about the source and revision status of the parent manuscript description itself.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<custodialHist>** contains a description of a manuscript's custodial history, either as running prose or as a series of dated custodial events.

  - No attributes other than those globally available (see definition for tei.global.attributes)

- **<availability>** supplies information about the availability of a text, for example any restrictions on its use or distribution, its copyright status, etc.

  status supplies a code identifying the current availability of the text. Legal values are:

    free the text is freely available.

    unknown the status of the text is unknown.

    restricted the text is not freely available.

- **<remarks>** contains any commentary or discussion about the usage of an element, attribute, class, or entity not otherwise documented within the containing element.

– No attributes other than those globally available (see definition for tei.global.attributes)

÷ *RecordHistory*

The `<recordHist>` element, if supplied, must contain a `<source>` element, followed by an optional series of `<change>` elements.

- **<source>** describes the original source for the information contained with a manuscript description.

    – No attributes other than those globally available (see definition for tei.global.attributes)

- **<change>** summarizes a particular change or correction made to a particular version of an electronic text which is shared between several researchers.

    – No attributes other than those globally available (see definition for tei.global.attributes)

The `<source>` element is used to document the primary source of information for the catalogue record containing it, in a similar way to the standard TEI `<sourceDesc>` element within a TEI Header. If the record is a new one, catalogued without reference to anything other than the manuscript itself, then it may simply contain a `<p>` element as in the following example:

—————— Example 1.122 ——————
```
1  <source>
2   <p>Directly catalogued from the original manuscript.</p>
3  </source>
```

More usually however the record will be derived from some previously existing catalogue, which may be specified using the standard TEI `<bibl>` element, as in the following example:

—————— Example 1.123 ——————
```
1   <recordHist>
2    <source>
3     <p>Information transcribed from
4      <bibl>
5       <title>IMEV</title>
6       <biblScope>1234</biblScope>
7      </bibl>
8     </p>
9    </source>
10  </recordHist>
```

If, as is likely, a full bibliographic description of the source from which cataloguing information was taken is included within the `<listBibl>` element contained by the current `<additional>` element, or elsewhere in the current document, then it need not be repeated here. Instead, it should be referenced using the standard TEI `<ref>` element, as in the following example:

—————— Example 1.124 ——————
```
1   <additional>
2    <adminInfo>
3     <recordHist>
4      <source>
5       <p>Information transcribed from
6        <ref target="#IMEV123">IMEV 123</ref>
7       </p>
8      </source>
9     </recordHist>
10    </adminInfo>
11    <listBibl>
12     <bibl id="IMEV123">
13      <title>Index of Medieval Verse</title>
14  <!-- other bibliographic details for IMEV here -->
15  <biblScope>123</biblScope>
16     </bibl>
17  <!-- other bibliographic records relating to this manuscript here -->
18
19     </listBibl>
20    </additional>
```

The `<change>` element is a standard TEI element, which may also appear within the `<revisionDesc>` element of the standard TEI Header; its use here is intended to signal the similarity of function between the two container elements. Where the TEI Header should be used to document the revision history of the whole electronic file to which it is prefixed, the `<recordHist>` element may be used to document changes at a lower level, relating to the individual description, as in the following example:

```
───────────────────── Example 1.125 ─────────────────────
1   EXAMPLE NEEDED
2  <!-- to be supplied -->
```

÷*Availability and custodial history*

The `<availability>` element is a standard TEI element, which should be used here to supply any information concerning access to the current manuscript, such as its physical location where this is not implicit in its identifier, any restrictions on access, information about copyright, etc.

```
───────────────────── Example 1.126 ─────────────────────
1   <availability>
2    <p>The manuscript is in poor condition, due to many of
3     the leaves being brittle and fragile and the poor quality of a number
4     of earlier repairs; it should therefore not be used or lent out until
5     it has been conserved.</p>
6   </availability>
```

The `<custodialHist>` record is used to describe the custodial history of a manuscript, recording any significant events noted during the period that it has been located within the cataloguing institution. It may contain either a series of paragraphs tagged with the standard TEI `<p>` element, or a series of `<custEvent>` elements, each describing a distinct incident or event, further specified by a *type* attribute, and carrying dating information by virtue of its membership in the **datable** class, as noted above.

- **<custEvent>** describes a single event during the custodial history of a manuscript. Selected attributes:

  type specifies the type of event, for example conservation, photography, exhibition, etc.

Here is an example of the use of this element:

```
───────────────────── Example 1.127 ─────────────────────
1   <custodialHist>
2    <custEvent type="conservation" notBefore="1961-03" notAfter="1963-02">
3     <p>Conserved between March 1961 and February 1963 at Birgitte Dalls
4      Konserveringsværksted.</p>
5    </custEvent>
6    <custEvent type="photography" notBefore="1988-05-01" notAfter="1988-05-30">
7     <p>Photographed in May 1988 by AMI/FA.</p>
8    </custEvent>
9    <custEvent type="transfer/dispatch" notBefore="1989-11-13" notAfter="1989-11-13">
10     <p>Dispatched to Iceland 13 November 1989.</p>
11    </custEvent>
12   </custodialHist>
```

÷*Formal definitions*

The `<adminInfo>` element and its immediate component elements are formally defined as follows:

Element: adminInfo

```
        adminInfo =
        ## contains information about the present
        ## custody and availability of the manuscript, and also about the record
        ## description itself.
        element adminInfo  adminInfo.content, adminInfo.attributes
        adminInfo.content =
        tei.paragraph+ | ( recordHist?, availability?, custodialHist?, note?  )
        adminInfo.attributes =
        tei.global.attributes,
        [ a:defaultValue = "adminInfo" ] attribute TEIform  text ?,
        empty
```

Element: recordHist

```
recordHist =
## provides information about the source and
## revision status of the parent manuscript description itself.
element recordHist  recordHist.content, recordHist.attributes
recordHist.content = tei.paragraph+ | ( source, change* )
recordHist.attributes =
tei.global.attributes,
[ a:defaultValue = "recordHist" ] attribute TEIform  text ?,
empty
```

Element: source

```
source =
## describes  the  original  source  for  the  information  contained  with  a
manuscript description.
element source  source.content, source.attributes
source.content = tei.paragraph+
source.attributes =
tei.global.attributes,
[ a:defaultValue = "source" ] attribute TEIform  text ?,
empty
```

Element: custodialHist

```
custodialHist =
## contains a description of a manuscript's custodial history, either
## as running prose or as a series of dated custodial events.
element custodialHist  custodialHist.content, custodialHist.attributes
custodialHist.content = tei.paragraph+ | custEvent+
custodialHist.attributes =
tei.global.attributes,
[ a:defaultValue = "custodialHist" ] attribute TEIform  text ?,
empty
```

Element: custEvent

```
custEvent =
## describes a single event during the custodial history of a manuscript.
element custEvent  custEvent.content, custEvent.attributes
custEvent.content = tei.paragraph+
custEvent.attributes =
tei.global.attributes,
tei.datable.attributes,
custEvent.attributes.type,
[ a:defaultValue = "custEvent" ] attribute TEIform  text ?,
empty
custEvent.attributes.type =
## specifies  the  type  of  event,  for  example  conservation,  photography,
exhibition, etc.
attribute type  custEvent.attributes.type.content ?
custEvent.attributes.type.content = datatype.Key
tei.datable |= custEvent
```

÷*Surrogates*

The <surrogates> element is used to provide information about any digital or photographic representations of the manuscript which may exist within the holding institution or elsewhere.

- **<surrogates>** contains information about any digital or photographic representations of the manuscript being described which may exist in the holding institution or elsewhere.
    - No attributes other than those globally available (see definition for tei.global.attributes)

The `<surrogates>` element should not be used to repeat information about representations of the manuscript available within published works; this should normally be documented within the `<listBibl>` element within the `<additional>` element. However, it is often also convenient to record information such as negative numbers, digital identifiers etc. for unpublished collections of manuscript images maintained within the holding institution, as well as to provide more detailed descriptive information about the surrogate itself. Such information may be provided as prose paragraphs, within which identifying information about particular surrogates may be presented using the standard TEI `<bibl>` element, as in the following example:

```
                          ─────── Example 1.133 ───────
1   <surrogates>
2    <p>
3     <bibl>
4      <title type="gmd">diapositive</title>
5      <idno>AM 74 a, fol.</idno>
6      <date>May 1984</date>
7     </bibl>
8     <bibl>
9      <title type="gmd">b/w prints</title>
10     <idno>AM 75 a, fol.</idno>
11     <date>1972</date>
12    </bibl>
13   </p>
14  </surrogates>
```

Note the use of the specialised form of GMD (general material designation) title to specify the kind of surrogate being documented.

At a later revision, the content of the `<surrogates>` element is likely to be expanded to include elements more specifically intended to provide detailed information such as technical details of the process by which a digital or photographic image was made.

If the whole of a manuscript is being digitized, it should be contained in a separate document which lists all the images using `<div>` etc. to structure them. In such a case, the `<msDescription>` placed within the teiHeader.

The `<surrogates>` element is formally defined as follows:

Element: surrogates

```
surrogates =
## contains information about any digital or
## photographic representations of the manuscript being described which
## may exist in the holding institution or elsewhere.
element surrogates  surrogates.content, surrogates.attributes
surrogates.content = tei.paragraph+
surrogates.attributes =
tei.global.attributes,
[ a:defaultValue = "surrogates" ] attribute TEIform  text ?,
empty
```

$\div ManuscriptParts$

It is frequently the case that an item catalogued as if it were a single object is in fact a composite made up of several different and originally distinct manuscripts or manuscript fragments. Each such component should be recorded using a distinct `<msPart>` element, embedded within the `<msDescription>` element for the composite:

- **<msPart>** contains information about an originally distinct manuscript or manuscript fragment now forming part of a composite manuscript.

    - No attributes other than those globally available (see definition for tei.global.attributes)

Each component of a composite manuscript may have its own content, physical description, history, etc. It may have been given a distinct identifier which it would be desirable to maintain. And finally, it is not impossible that a composite be made from previously-existing composites. For all these reasons, the `<msPart>` element used to record information about an individual constituent of a composite manuscript has an almost identical structure to that of a `<msdescription>` proper. The main difference is that an identifier must be supplied for a full manuscript description (using the `<msIdentifier>` element), but is only optional in the case of a manuscript part.

Here is a simple example of a composite manuscript, in which there are two discrete components:

Example 1.135

```
1   <msDescription>
2    <msIdentifier>
3     <!-- identifying information for the whole manuscript -->
4    </msIdentifier>
5    <p>
6     <!-- short description of the whole manuscript -->
7    </p>
8    <msPart>
9    <physDesc>
10    <!-- physical description of the first component part -->
11   </physDesc>
12   <msContent>
13    <!-- intellectual content of first component part -->
14   </msContent>
15   </msPart>
16   <msPart>
17   <physDesc>
18    <!-- physical description of the second component part -->
19   </physDesc>
20   <msContent>
21    <!-- intellectual content of second component part -->
22   </msContent>
23   </msPart>
24   </msDescription>
```

If the parts of a composite manuscript have their own identifiers, they should be tagged using the `<idno>` element, rather than the `<msIdentifier>` element. Whatever value is specified should be appended to the `<idno>` specified in the parent `<msIdentifier>` in order to obtain a full identification for the part, as in the following example:

Example 1.136

```
1    <msDescription>
2     <msIdentifier>
3      <settlement>Amiens</settlement>
4      <repository>Bibliothèque Municipale</repository>
5      <idno>MS 3</idno>
6      <altName>Maurdramnus Bible</altName>
7     </msIdentifier>
8   <!-- other elements here -->
9   <msPart>
10     <altIdentifier>
11      <idno>MS 6</idno>
12     </altIdentifier>
13  <!-- other information specific to this part here -->

15     </msPart>
16    <msPart>
17     <altIdentifier>
18      <idno>MS 7</idno>
19     </altIdentifier>
20  <!-- other information specific to this part here -->

22     </msPart>
23    <msPart>
24     <altIdentifier>
25      <idno>MS 9</idno>
26     </altIdentifier>
27  <!-- other information specific to this part here -->

29     </msPart>
30  <!-- other msParts here -->

32    </msDescription>
```

Date:

The <msPart> element is formally defined as follows:

Element: msPart

```
msPart =
## contains information about an originally distinct manuscript or
manuscript fragment now forming part of a composite manuscript.
element msPart  msPart.content, msPart.attributes
msPart.content =
altIdentifier,
head*,
( p+ | ( msContents?, physDesc?, history?, additional?, msPart* ) )
msPart.attributes =
tei.global.attributes,
[ a:defaultValue = "msPart" ] attribute TEIform  text ?,
empty
```

÷ReferenceSection

This chapter documents the following two modules:

Module *msdescription-decl*: Populates the classes used by the Manuscript Description module

- Elements defined:

- Classes defined: tei.measured: tei.datable:

- Macros defined:

Module *msdescription*: Manuscript Description

- Elements defined: msDescription: dimensions: height: depth: width: locus: origDate: origPlace: material: heraldry: signatures: secFol: watermark: msIdentifier: institution: repository: collection: altIdentifier: altName: colophon: explicit: incipit: msContents: msItem: rubric: summary: filiation: textLang: physDesc: objectDesc: supportDesc: support: collation: foliation: condition: layoutDesc: layout: handDesc: handNote: musicNotation: decoDesc: decoNote: bindingDesc: binding: sealDesc: seal: additions: accMat: history: origin: provenance: acquisition: additional: adminInfo: recordHist: source: custodialHist: custEvent: surrogates: msPart:

- Classes defined:

- Macros defined:

Here is an overview of the declarations documented by this chapter:

Class: tei.measured

```
tei.measured |= notAllowed


tei.measured.attributes |=
tei.measured.attributes.units,
tei.measured.attributes.scope
tei.measured.attributes.units =
## names the units used for the measurement.
attribute units  tei.measured.attributes.units.content ?
tei.measured.attributes.units.content = text
tei.measured.attributes.scope =
## specifies the applicability of this measurement, where
## more than one object is being measured.
attribute scope  tei.measured.attributes.scope.content ?
tei.measured.attributes.scope.content = text
```

Class: tei.datable

```
tei.datable |= notAllowed
```

```
        tei.datable.attributes |=
        tei.datable.attributes.notBefore,
        tei.datable.attributes.notAfter,
        tei.datable.attributes.certainty,
        tei.datable.attributes.evidence
        tei.datable.attributes.notBefore =
        ## specifies the earliest possible date for the event in
        ## standard form, e.g.  yyyy-mm-dd.
        attribute notBefore  tei.datable.attributes.notBefore.content ?
        tei.datable.attributes.notBefore.content =
        xsd:date
        | xsd:gYear
        | xsd:gMonth
        | xsd:gDay
        | xsd:gYearMonth
        | xsd:gMonthDay
        | xsd:time
        | xsd:dateTime
        tei.datable.attributes.notAfter =
        ## specifies the latest possible date for the event in
        ## standard form, e.g.  yyyy-mm-dd.
        attribute notAfter  tei.datable.attributes.notAfter.content ?
        tei.datable.attributes.notAfter.content =
        xsd:date
        | xsd:gYear
        | xsd:gMonth
        | xsd:gDay
        | xsd:gYearMonth
        | xsd:gMonthDay
        | xsd:time
        | xsd:dateTime
        tei.datable.attributes.certainty =
        ## specifies the general opinion as to the reliability or
        ## accuracy of the dating.
        attribute certainty  tei.datable.attributes.certainty.content ?
        tei.datable.attributes.certainty.content = text
        tei.datable.attributes.evidence =
        ## indicates the nature of the evidence supporting the reliability or
        ## accuracy of the dating.
        attribute evidence  tei.datable.attributes.evidence.content ?
        tei.datable.attributes.evidence.content = text
```

« include 1 »

« include 2 »

« include 3 »

« include 4 »

« include 5 »

« include 6 »

« include 7 »

« include 8 »

« include 9 »

$\div Class catalogue \div tei.datable[class]$

Description: defines the set of attributes common to all elements that contain datable events.

Attributes: (In addition to global attributes)

notBefore specifies the earliest possible date for the event in standard form, e.g. yyyy-mm-dd.

notAfter specifies the latest possible date for the event in standard form, e.g. yyyy-mm-dd.

certainty specifies the general opinion as to the reliability or accuracy of the dating. Sample values include:

>   **high** the dating is generally considered to be correct.
>
>   **medium** the dating is generally considered approximately correct.
>
>   **low** the dating is generally considered doubtful but possible.

evidence indicates the nature of the evidence supporting the reliability or accuracy of the dating. Sample values include:

>   **internal** there is internal evidence to support the dating.
>
>   **external** there is external evidence to support the dating.
>
>   **conjecture** no specific evidence is available to support the dating.

Member of classes (none)

Members: origDate: binding: seal: origin: provenance: acquisition: custEvent

Module: msdescription-decl $\div tei.measured[class]$

Description: defines the set of attributes common to all elements that contain measurements.

Attributes: (In addition to global attributes)

units names the units used for the measurement.

scope specifies the applicability of this measurement, where more than one object is being measured. Sample values include:

>   **all** measurement applies to all instances.
>
>   **most** measurement applies to most of the instances inspected.
>
>   **range** measurement applies to only the specified range of instances.

Member of classes (none)

Members: dimensions: height: depth: width

Module: msdescription-decl $\div Pattern catalogue \div Element catalogue \div accMat[element]$

Description: (accompanying material) contains details of any significant additional material which may be closely associated with the manuscript being described, such as non-contemporaneous documents or fragments bound in with the manuscript at some earlier historical period.

Declaration:

```
element accMat
tei.global.attributes,
accMat.attributes.type,
tei.paragraph+
```

Attributes: (In addition to global attributes)

type further characterizes the accompanying material, for example as letter, note, paste-in, etc.

Example:

```
<accMat>
 <p>A copy of a tax form from 1947 is included in the envelope
  with the letter. It is not catalogued separately.</p>
</accMat>
```

Module: msdescription ÷*acquisition*[*element*]

Description: contains any descriptive or other information concerning the process by which a manuscript or manuscript part entered the holding institution.

Classes: tei.datable

Declaration:

```
element acquisition
tei.global.attributes,
tei.datable.attributes,
tei.paragraph+
```

Attributes: Global attributes and those inherited from : tei.datable

Example:

```
<acquisition>
 <p>Left to the <name type="place">Bodleian</name> by
  <name type="person">Richard Rawlinson</name> in 1755.</p>
</acquisition>
```

Module: msdescription ÷*additional*[*element*]

Description: groups additional information relating to the modern bibliography for a manuscript, its current curatorial status, and and other associated materials.

Declaration:

```
element additional
tei.global.attributes,
( adminInfo?, surrogates?, listBibl?  )
```

Attributes: Global attributes only

Example:

```
<additional>
 <adminInfo>
  <recordHist>
<!-- record history here -->

  </recordHist>
  <custodialHist>
<!-- custodial history here -->

  </custodialHist>
 </adminInfo>
 <surrogates>
<!-- information about surrogates here -->

 </surrogates>
 <listBibl>
<!-- full bibliography here -->

 </listBibl>
</additional>
```

Module: msdescription ÷*additions*[*element*]

Description: contains a description of any significant additions found within a manuscript, such as marginalia or other annotations.

Declaration:

Date:

```
element additions  tei.global.attributes, tei.paragraph+
```

Attributes: Global attributes only

Example:

Module: msdescription ÷adminInfo[element]

Description: (administrative information) contains information about the present custody and availability of the manuscript, and also about the record description itself.

Declaration:

```
element adminInfo
tei.global.attributes,
( tei.paragraph+ | ( recordHist?, availability?, custodialHist?, note?  )  )
```

Attributes: Global attributes only

Example:

```
<adminInfo>
 <recordHist>
  <source>
   <p>Record created <date>1 Aug 2004</date>
   </p>
  </source>
 </recordHist>
 <availability>
  <p>Until 2015 permission to photocopy some materials from this
   collection has been limited at the request of the donor. Please ask repository staff for deta
   if you are interested in obtaining photocopies from Series 1:
   Correspondence.</p>
 </availability>
 <custodialHist>
  <p>Collection donated to the Manuscript Library by the Estate of
   Edgar Holden in 1993. Donor number: 1993-034.</p>
 </custodialHist>
</adminInfo>
```

Module: msdescription ÷altIdentifier[element]

Description: (alternative identifier) contains an alternative or former structured identifier used for a manuscript, such as a former catalogue number.

Classes: tei.typed

Declaration:

```
element altIdentifier
tei.global.attributes,
(
country?,
region?,
settlement?,
institution?,
repository?,
collection?,
idno
)
```

Attributes: Global attributes and those inherited from : tei.typed

Example:

```
<altIdentifier>
 <settlement>San Marino</settlement>
 <repository>Huntington Library</repository>
 <idno>MS.El.26.C.9</idno>
</altIdentifier>
```

An identifying number of some kind must be supplied if known; if it is not known, this should be stated.

Module: msdescription ÷ *altName*[*element*]

Description: (alternative name) contains any form of unstructured alternative name used for a manuscript, such as an 'ocellus nominum', or nickname.

Declaration:

```
element altName  tei.global.attributes, altName.attributes.type, text
```

Attributes: (In addition to global attributes)

type further characterizes the alternative name, for example as former shelfmark, nickname, etc.

Example:

```
<altName type="nick">The Vercelli Book</altName>
```

Module: msdescription ÷ *binding*[*element*]

Description: contains a description of one binding, i.e. type of covering, boards, etc. applied to a manuscript

Classes: tei.datable

Declaration:

```
element binding
tei.global.attributes,
tei.datable.attributes,
binding.attributes.contemporary,
( tei.paragraph | decoNote )+
```

Attributes: (In addition to global attributes and those inherited from : tei.datable)

contemporary specifies whether or not the binding is contemporary with the majority of its contents Values are:

> **yes** the binding is contemporaneous with its contents
>
> **no** the binding is not contemporaneous with its contents
>
> **unknown** the date of either binding or manuscript is unknown

Example:

```
<binding contemporary="yes">
<p>Contemporary blind stamped leather over wooden
boards with evidence of a fore edge clasp closing
to the back cover.</p>
</binding>
```

Example:

```
<bindingDesc>
<binding contemporary="no">
<p>Quarter bound by the Phillipps' binder, Bretherton,
with his sticker on the front pastedown.</p>
```

```
</binding>
<binding contemporary="no">
<p>Rebound by an unknown 19th c. company; edges cropped and
gilt.
</binding>
</bindingDesc>
```

Module: msdescription ÷*bindingDesc*[*element*]

Description: describes the present and former bindings of a manuscript, either as a series of paragraphs or as a series of distinct `<binding>` elements, one for each binding of the manuscript.

Declaration:

```
element bindingDesc  tei.global.attributes, ( ( p | decoNote )+ | binding+ )
```

Attributes: Global attributes only

Example:

```
<bindingDesc>
<p>Sewing not visible; tightly rebound over
19th-cent. pasteboards, reusing panels of 16th-cent. brown leather with
gilt tooling &agrave; la fanfare, Paris c. 1580-90, the centre of each
cover inlaid with a 17th-cent. oval medallion of red morocco tooled in
gilt (perhaps replacing the identifying mark of a previous owner); the
spine similarly tooled, without raised bands or title-piece; coloured
endbands; the edges of the leaves and boards gilt.Boxed.</p>
</bindingDesc>
```

Module: msdescription ÷*collation*[*element*]

Description: contains a description of how the leaves or bifolia are physically arranged.

Declaration:

```
element collation  tei.global.attributes, tei.paragraph+
```

Attributes: Global attributes only

Example:

```
<collation>
<p>The written leaves preceded by an original flyleaf,
conjoint with the pastedown.</p>
</collation>
```

Example:

```
<collation>
<p>
<formula>1-5.8 6.6 (catchword, f. 46, does not match following text)
7-8.8 9.10, 11.2 (through f. 82) 12-14.8 15.8(-7)</formula>
<catchwords>Catchwords are written horizontally in center
or towards the right lower margin in various manners:
in red ink for quires 1-6 (which are also signed in red
ink with letters of the alphabet and arabic numerals);
quires 7-9 in ink of text within yellow decorated frames;
quire 10 in red decorated frame; quire 12 in ink of text;
quire 13 with red decorative slashes; quire 14 added in
cursive hand.</catchwords>
</p></collation>
```

Module: msdescription ÷*collection*[*element*]

Description: contains the name of a collection of manuscripts, not necessarily located within a single repository.

Classes: tei.names

Declaration:

```
element collection  tei.global.attributes, text
```

Attributes: Global attributes and those inherited from : tei.names

Example:

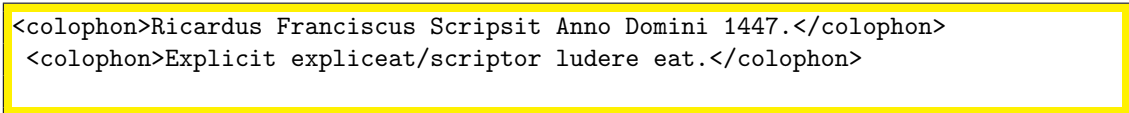*Module:* msdescription ÷*colophon*[*element*]

Description: contains the text of any colophon attached to a particular manuscript item: that is, an inscription, usually found at a break point such as the end of a text or codex, usually containing information about the production of the manuscript, such as the name of the scribe, the date and place of the copying, the person who commissioned the copying, etc.

Declaration:

```
element colophon  tei.global.attributes, macro.phraseSeq
```

Attributes: Global attributes only

Example:

```
<colophon>Ricardus Franciscus Scripsit Anno Domini 1447.</colophon>
 <colophon>Explicit expliceat/scriptor ludere eat.</colophon>
```

Module: msdescription ÷*condition*[*element*]

Description: contains a description of the physical condition of the manuscript.

Declaration:

```
element condition  tei.global.attributes, tei.paragraph+
```

Attributes: Global attributes only

Example:

Module: msdescription ÷*custEvent*[*element*]

Description: describes a single event during the custodial history of a manuscript.

Classes: tei.datable

Declaration:

```
element custEvent
tei.global.attributes,
tei.datable.attributes,
custEvent.attributes.type,
tei.paragraph+
```

Attributes: (In addition to global attributes and those inherited from : tei.datable)

type specifies the type of event, for example conservation, photography, exhibition, etc.

Example:

```
<custEvent type="photography">
<date>12 Dec 1964</date>
<p>Photographed by David Cooper</p>
</custEvent>
```

Module: msdescription ÷*custodialHist*[*element*]

Description: contains a description of a manuscript's custodial history, either as running prose or as a series of dated custodial events.

Declaration:

```
element custodialHist
tei.global.attributes,
( tei.paragraph+ | custEvent+ )
```

Attributes: Global attributes only

Example:

```
<custodialHist>
 <custEvent type="conservation" notBefore="1961-03" notAfter="1963-02">
  <p>Conserved between March 1961 and February 1963 at Birgitte Dalls
   Konserveringsværksted.</p>
 </custEvent>
 <custEvent type="photography" notBefore="1988-05-01" notAfter="1988-05-30">
  <p>Photographed in May 1988 by AMI/FA.</p>
 </custEvent>
 <custEvent type="transfer/dispatch" notBefore="1989-11-13" notAfter="1989-11-13">
  <p>Dispatched to Iceland 13 November 1989.</p>
 </custEvent>
</custodialHist>
```

Module: msdescription ÷*decoDesc*[*element*]

Description: contains a description of the decoration of a manuscript, either as a sequence of paragraphs, or as a sequence of topically organised <decoNote> elements.

Declaration:

```
element decoDesc  tei.global.attributes, ( tei.paragraph+ | decoNote+ )
```

Attributes: Global attributes only

Example:

```
<decoDesc>
<p>The start of each book of the Bible with a 10-line historiated
illuminated initial; prefaces decorated with 6-line blue initials with red
penwork flourishing; chapters marked by 3-line plain red initials; verses
with 1-line initials, alternately blue or red.</p>
</decoDesc>
```

Module: msdescription ÷*decoNote*[*element*]

Description: contains a note describing either a decorative component of a manuscript, or a fairly homogenous class of such components.

Declaration:

```
element decoNote
tei.global.attributes,
decoNote.attributes.type,
decoNote.attributes.subtype,
tei.paragraph+
```

type specifies the kind of decorative feature being described

subtype supplies a further sub-categorization of the value specified by the *type* attribute.

Example:

```
<decoDesc>
 <decoNote type="initial">
  <p>The start of each book of the Bible with
   a 10-line historiated illuminated initial;
   prefaces decorated with 6-line blue initials
   with red penwork flourishing; chapters marked by
   3-line plain red initials; verses with 1-line initials,
   alternately blue or red.</p>
 </decoNote>
</decoDesc>
```

Module: msdescription $\div depth[element]$
Description: contains a measurement measured across the spine.
Classes: tei.measured
Declaration:

```
element depth  tei.global.attributes, tei.measured.attributes, text
```

Attributes: Global attributes and those inherited from : tei.measured
Example:

```
<depth units="in">4</depth>
```

Module: msdescription $\div dimensions[element]$
Description: contains any kind of dimensional specification.
Classes: tei.measured: tei.data
Declaration:

```
element dimensions
tei.global.attributes,
tei.measured.attributes,
dimensions.attributes.type,
( height?, width?, depth?  )+
```

Attributes: (In addition to global attributes and those inherited from : tei.measured: tei.data)

type indicates which aspect of the object is being measured. Sample values include:

    leaves dimensions relate to one or more leaves (e.g. a single leaf, a gathering, or a separately bound part)

    ruled dimensions relate to the area of a leaf which has been ruled in preparation for writing.

    pricked dimensions relate to the area of a leaf which has been pricked out in preparation for ruling (used where this differs significantly from the ruled area, or where the ruling is not measurable).

    written dimensions relate to the area of a leaf which has been written, with the height measured from the top of the minims on the top line of writing, to the bottom of the minims on the bottom line of writing.

    miniatures dimensions relate to the miniatures within the manuscript

    binding dimensions relate to the binding in which the codex or manuscript is contained

    box dimensions relate to the box or other container in which the manuscript is stored.

Example:

Date:

```
<dimensions type="leaves">
 <height scope="range">157-160</height>
 <width>105</width>
</dimensions>
<dimensions type="ruled">
 <height scope="most">90</height>
 <width scope="most">48</width>
</dimensions>
<dimensions units="in">
 <height>12</height>
 <width>10</width>
</dimensions>
```

Module: msdescription $\div explicit[element]$

Description: contains the text of any explicit attached to a particular manuscript item, that is, the closing words of a text or a section of a text, sometimes used as a kind of title, possibly followed by one or more rubrics or colophons.

Declaration:

```
element explicit
tei.global.attributes,
explicit.attributes.defective,
explicit.attributes.type,
macro.phraseSeq
```

Attributes: (In addition to global attributes)

defective indicates whether the explicit as given is defective, i.e. incomplete.

type specifies the type of explicit, e.g. whether it is a formal closing for the work.

Example:

```
<explicit>sed libera nos a malo.</explicit>
 <rubric>Hic explicit oratio qui
 dicitur dominica.</rubric>

 <explicit type="defective">ex materia quasi et forma sibi
 proporti<gap></explicit>

 <explicit type="reverse">saued be shulle that doome of day the at
 </explicit>
```

Module: msdescription $\div filiation[element]$

Description: contains information concerning the manuscript's filiation, i.e. its relationship to other surviving manuscripts of the same text, its protographs, antigraphs and apographs.

Classes: tei.typed

Declaration:

```
element filiation  tei.global.attributes, macro.specialPara
```

Attributes: Global attributes and those inherited from : tei.typed

Example:

```
<msItem>
 <title>Beljakovski sbornik</title>
```

```
  <filiation type="protograph">Bulgarian</filiation>
  <filiation type="antigraph">Middle Bulgarian</filiation>
  <filiation type="apograph">
   <ref target="#DN17">Dujchev N 17</ref>
  </filiation>
 </msItem>
```

In this example, the reference to 'Dujchev N17' includes a link to some other manuscript description which has the identifier DN17.

Example:

```
<msItem>
 <title>Guan-ben</title>
 <filiation>
  <p>The "Guan-ben" was widely current among mathematicians in the
       Qing dynasty, and "Zhao Qimei version" was also read.  It is
       therefore difficult to know the correct filiation path to follow.
       The study of this era is much indebted to Li Di.  We explain the
       outline of his conclusion here.  Kong Guangsen
       (1752-1786)(17) was from the same town as Dai Zhen, so he obtained
       "Guan-ben" from him and studied it(18).  Li Huang  (d. 1811)
       (19) took part in editing Si Ku Quan Shu, so he must have had
       "Guan-ben".  Then Zhang Dunren (1754-1834) obtained this version,
       and studied "Da Yan Zong Shu Shu" (The General Dayan
       Computation).  He wrote Jiu Yi Suan Shu (Mathematics
       Searching for One, 1803) based on this version of Shu Xue Jiu
       Zhang (20).</p>
   <p>One of the most important persons in restoring our knowledge
      concerning the filiation of these books was Li Rui (1768(21)
      -1817)(see his biography).  ... only two volumes remain of this
      manuscript, as far as chapter 6 (chapter 3 part 2) p.13, that is,
      question 2 of "Huan Tian San Ji" (square of three loops),
      which later has been lost.</p>
  </filiation>
 </msItem>
<!--http://www2.nkfust.edu.tw/~jochi/ed1.htm-->
```

Module: msdescription $\div foliation[element]$

Description: describes the numbering system or systems used to count the leaves or pages in a codex.

Declaration:

```
    element foliation  tei.global.attributes, tei.paragraph+
```

Attributes: Global attributes only

Example:

```
<foliation><p>Contemporary foliation in red
 roman numerals in the centre
 of the outer margin.</p></foliation>
```

Module: msdescription $\div handDesc[element]$

Description: contains a description of all the different kinds of writing used in a manuscript.

Declaration:

```
    element handDesc
    tei.global.attributes,
    handDesc.attributes.hands,
    ( handNote | tei.paragraph )+
```

Attributes: (In addition to global attributes)

hands specifies the number of distinct hands identified within the manuscript

Example:

```
<handDesc>
 <p>Written in <term>angelicana formata</term>.</p>
</handDesc>
```

Example:

```
<handDesc hands="2">
 <p>The manuscript is written in two contemporary hands, otherwise
  unknown, but clearly those of practised scribes.  Hand I writes
  ff. 1r-22v and hand II ff. 23 and 24. Some scholars, notably
  Verner Dahlerup and Hreinn Benediktsson, have argued for a third hand
  on f. 24, but the evidence for this is insubstantial.</p>
</handDesc>
```

Module: msdescription ÷*handNote*[*element*]

Description: (note on hand) describes a particular style or hand distinguished within a manuscript.

Declaration:

```
element handNote
tei.global.attributes,
handNote.attributes.scribe,
handNote.attributes.script,
handNote.attributes.medium,
handNote.attributes.scope,
tei.paragraph+
```

Attributes: (In addition to global attributes)

scribe gives a standard name or other identifier for the scribe believed to be responsible for this hand.

script characterizes the particular script or writing style used by this hand, for example 'secretary', 'copperplate', 'Chancery', 'Italian', etc..

medium describes the tint or type of ink, e.g. 'brown', or other writing medium, e.g. 'pencil',

scope specifies how widely this hand is used in the manuscript. Legal values are:

> **sole** only this hand is used throughout the manuscript
>
> **major** this hand is used through most of the manuscript
>
> **minor** this hand is used occasionally in the manuscript

Example:

```
<handNote scope="sole">
 <p>Written in insular phase II half-uncial
  with interlinear Old English gloss in an Anglo-Saxon
  pointed minuscule.</p>
</handNote>
```

Module: msdescription ÷*height*[*element*]

Description: contains a measurement measured along the axis parallel to the spine.

Classes: tei.measured

Declaration:

```
element height  tei.global.attributes, tei.measured.attributes, text
```

Attributes: Global attributes and those inherited from : tei.measured

Example:

```
<height units="in">4</height>
```

Module: msdescription ÷*heraldry*[*element*]

Description: contains a heraldic formula or phrase, typically found as part of a blazon, coat of arms, etc. within a manuscript .

Classes: tei.phrase

Declaration:

```
element heraldry  tei.global.attributes, macro.phraseSeq
```

Attributes: Global attributes and those inherited from : tei.phrase

Example:

```
<p>Ownership stamp (xvii cent.) on i recto with the arms
 <heraldry>A bull passant within a bordure bezanty,
  in chief a crescent for difference</heraldry> [Cole],
 crest, and the legend <q>Cole Deum</q>.</p>
```

Module: msdescription ÷*history*[*element*]

Description: groups elements describing the full history of a manuscript or manuscript part.

Declaration:

```
element history
tei.global.attributes,
( tei.paragraph+ | ( origin?, provenance*, acquisition?  )  )
```

Attributes: Global attributes only

Example:

```
<history>
<origin><p>Written in Durham during the mid twelfth
century.</p></origin>
<provenance><p>Recorded in two medieval
catalogues of the books belonging to Durham Priory, made in 1391 and
1405.</p>
<p>Given to W. Olleyf by William Ebchester, Prior (1446-56)
and later belonged to Henry Dalton, Prior of Holy Island (Lindisfarne)
according to inscriptions on ff. 4v and 5.</p>
</provenance>
<acquisition><p>Presented to Trinity College in 1738 by
Thomas Gale and his son Roger.</p></acquisition>
</history>
```

Module: msdescription ÷*incipit*[*element*]

Description: contains the text of any incipit attached to a particular manuscript item, that is the opening words of a text, frequently used as a form of identifier for it; it may be preceded by one or more rubrics, and may be defective.

Declaration:

```
element incipit
tei.global.attributes,
incipit.attributes.defective,
incipit.attributes.type,
macro.phraseSeq
```

Attributes: (In addition to global attributes)

defective indicates whether the incipit as given is defective, i.e. incomplete.

type specifies the type of incipit, e.g. whether it introduces a work, is biblical, legal, etc.

Example:

```
<incipit>Pater noster qui es in celis</incipit>

<incipit defective ="yes">
<gap/>tatem dedit hominibus alleluia.
<rubric>Capitulum,</rubric> Primum quidem
sermonem feci de omnibus</incipit>

<incipit type="biblical">Ghif ons huden onse dagelix
broet</incipit>

<incipit>O ongehoerde gewerdighe christi</incipit>

<incipit type="lemma">Firmiter</incipit>

<incipit>Ideo dicit firmiter quia
ordo fidei nostre probari non potest</incipit>
```

Module: msdescription $\div institution[element]$

Description: contains the name of an organization, such as a University or Library, within which a manuscript repository is located.

Classes: tei.names

Declaration:

```
element institution  tei.global.attributes, text
```

Attributes: Global attributes and those inherited from : tei.names

Example:

Module: msdescription $\div layout[element]$

Description: describes how text is laid out on the page, including information about any ruling, pricking, or other evidence of page-preparation techniques.

Declaration:

```
element layout
tei.global.attributes,
layout.attributes.columns,
layout.attributes.ruledLines,
layout.attributes.writtenLines,
tei.paragraph+
```

Attributes: (In addition to global attributes)

columns specifies the number of columns per page

ruledLines specifies the number of ruled lines per column

writtenLines specifies the number of written lines per colum

Example:

```
<layout ruledLines="25-32">
 <p>Most pages have between 25 and 32 long lines ruled in lead.</p>
</layout>
```

Example:

```
<layout columns="2" ruledLines="42">
 <p>2 columns of 42 lines ruled in ink, with central rule
  between the columns.</p>
</layout>
```

Module: msdescription ÷*layoutDesc*[*element*]

Description: collects the set of layout descriptions applicable to a manuscript.

Declaration:

```
element layoutDesc  tei.global.attributes, ( tei.paragraph+ | layout+ )
```

Attributes: Global attributes only

Example:

```
<layoutDesc>
 <p>Most pages have between 25 and 32 long lines ruled in lead.</p>
</layoutDesc>
```

Example:

```
<layoutDesc>
 <layout columns="2" ruledLines="42">
  <p>
   <locus from="f12r" to="f15v"/>
      2 columns of 42 lines pricked and ruled in ink, with
      central rule between the columns.</p>
 </layout>
 <layout columns="3">
  <p>
   <locus from="f16"/>Prickings for three columns are visible.</p>
 </layout>
</layoutDesc>
```

Module: msdescription ÷*locus*[*element*]

Description: defines a location within a manuscript or manuscript part, usually as a (possibly discontinuous) sequence of folio references.

Classes: tei.phrase

Declaration:

```
element locus

tei.global.attributes,

locus.attributes.scheme,
```

```
        locus.attributes.from,
        locus.attributes.to,
        locus.attributes.targets,
        text
```

Attributes: (In addition to global attributes and those inherited from : tei.phrase)

scheme identifies the foliation scheme in terms of which the location is being specified

from specifies the starting point of the location in a normalised form

to specifies the end-point of the location in a normalized form

targets supplies a link to one or more page images or transcriptions of the specified range of folios

Example:

```
<locus targets="#P12 img01#P13 #P14 #P16">fols 12-14, 16r</locus>
```

Module: msdescription $\div material[element]$
Description: contains a phrase describing the material of which any part of a manuscript or binding is composed.
Classes: tei.phrase
Declaration:

```
    element material  tei.global.attributes, macro.phraseSeq
```

Attributes: Global attributes and those inherited from : tei.phrase
Example:

```
<!-- to be supplied-->
```

Module: msdescription $\div msContents[element]$
Description: describes the intellectual content of a manuscript or manuscript part either as a series of paragraphs or as a series of structured manuscript items.
Declaration:

```
    element msContents
    tei.global.attributes,
    msContents.attributes.class,
    msContents.attributes.defective,
    ( tei.paragraph+ | ( summary?, msItem+ ) )
```

Attributes: (In addition to global attributes)

class identifies the text types or classifications applicable to this item

defective indicates whether the work contained is defective, i.e. incomplete.

Example:

```
<msContents>
<p>A collection of Lollard sermons</p>
</msContents>
```

Example:

```
<msContents>
<msItem n="1"><locus>fols. 5r -7v</locus>
<title>An ABC</title>
<bibl><title>IMEV</title> <biblScope>239</biblScope></bibl></msItem>
<msItem n="2"><locus>fols. 7v -8v</locus>
<title xml:lang="FR">Lenvoy de Chaucer a Scogan</title>
<bibl><title>IMEV</title>
<biblScope>3747</biblScope></bibl></msItem>
<msItem n="3"><locus>fol. 8v</locus><title>Truth</title>
<bibl><title>IMEV</title> <biblScope>809</biblScope></bibl></msItem>
<msItem n="4"><locus>fols. 8v-10v</locus>
<title>Birds Praise of Love</title>
<bibl><title>IMEV</title> <biblScope>1506</biblScope></bibl></msItem>
<msItem n="5"><locus>fols. 10v -11v</locus>
<title xml:lang="LA">De amico ad amicam</title>
<title xml:lang="LA">Responcio</title>
<bibl><title>IMEV</title> <biblScope>16 & 19</biblScope></bibl></msItem>
<msItem n="6"><locus>fols. 14r-126v</locus>
<title>Troilus and Criseyde</title>
<note>Bk. 1:71-Bk. 5:1701, with additional losses due to
mutilation throughout</note>
</msItem>
</msContents>
```

Module: msdescription $\div msDescription[element]$

Description: contains a description of a single identifiable manuscript or manuscript part

Classes: tei.sourcedesc

Declaration:

```
element msDescription
tei.global.attributes,
msDescription.attributes.type,
msDescription.attributes.status,
(
msIdentifier,
head*,
( p+ | ( msContents?, physDesc?, history?, additional?, msPart* ) )
)
```

Attributes: (In addition to global attributes and those inherited from : tei.sourcedesc)

type specifies the type of manuscript being described, for example as 'diploma', 'codex' etc.

status specifies the compositional status of a manuscript or manuscript part. Values are:

> **uni** unitary: the manuscript is a complete entity which exists as a single unit.
>
> **compo** composite: the manuscript is a complete entity comprising multiple units of different origin.
>
> **frag** fragmentary: a leaf, a part of a leaf, or a manuscript from which the majority of leaves are missing.
>
> **def** defective: a ms from which a minority of the leaves are missing.
>
> **unknown** unknown or unstated.

Example:

```
<msDescription>
 <msIdentifier>
  <settlement>Oxford</settlement>
  <repository>Bodleian Library</repository>
  <idno type="Bod">MS Poet. Rawl. D. 169.</idno>
```

```
    </msIdentifier>
  <msContents>
   <msItem>
    <author>Geoffrey Chaucer</author>
    <title>The Canterbury Tales</title>
   </msItem>
  </msContents>
  <physDesc>
   <objectDesc>
    <p>A parchment codex of 136 folios, measuring approx
     28 by 19 inches, and containing 24 quires.</p>
    <p>The pages are margined and ruled throughout.</p>
    <p>Four hands have been identied in the manuscript: the first 44
     folios being written in two cursive anglicana scripts, while the
     remainder is for the most part in a mixed secretary hand.</p>
   </objectDesc>
  </physDesc>
 </msDescription>
```

Module: msdescription $\div msIdentifier[element]$

Description: contains the information required to identify a given manuscript or manuscript part uniquely within its holding institution.

Classes: tei.biblPart

Declaration:

```
element msIdentifier
tei.global.attributes,
(
country?,
region?,
settlement,
institution?,
repository,
collection?,
idno,
( altIdentifier | altName )*
)
```

Attributes: Global attributes and those inherited from : tei.biblPart

Example:

```
<msIdentifier>
 <settlement>San Marino</settlement>
 <repository>Huntington Library</repository>
 <idno>MS.El.26.C.9</idno>
</msIdentifier>
```

Module: msdescription $\div msItem[element]$

Description: describes an individual work or item within the intellectual content of a manuscript or manuscript part.

Declaration:

```
element msItem
tei.global.attributes,
msItem.attributes.class,
```

```
msItem.attributes.defective,
(
locus?,
(
tei.paragraph+
| (
author*,
respStmt*,
title*,
rubric?,
incipit?,
explicit?,
colophon*,
decoNote*,
langUsage*,
listBibl*,
q*,
bibl*,
filiation*,
note*,
textLang?,
msItem*
)
)
)
```

Attributes: (In addition to global attributes)

class identifies the text types or classifications applicable to this item

defective indicates whether the item being described is defective, i.e. incomplete.

Example:

```
<msItem>
 <locus>ff. 1r-24v</locus>
 <title>Agrip af Noregs konunga s&ouml;gum</title>
 <incipit>regi oc h<expan>ann</expan> setiho
  <gap reason="illegible" extent="7"/>sc
  heim se<expan>m</expan> &thorn;io</incipit>
 <explicit>h<expan>on</expan> hev<expan>er</expan>
  <expan>oc</expan>&thorn;a buit hesta .ij. aNan vi&thorn;
  f&eacute; enh<expan>on</expan>o<expan>m</expan> aNan til
  rei&thorn;<expan>ar</expan>
 </explicit>
 <textLang langKey="#ONI">Old Norse/Icelandic</textLang>
</msItem>
```

Module: msdescription ÷*msPart*[*element*]

Description: contains information about an originally distinct manuscript or manuscript fragment now forming part of a composite manuscript.

Declaration:

```
element msPart
tei.global.attributes,
(
altIdentifier,
head*,
( p+ | ( msContents?, physDesc?, history?, additional?, msPart* ) )
)
```

Attributes: Global attributes only

Example:

Module: msdescription ÷*musicNotation*[*element*]

Description: contains description of type of musical notation.
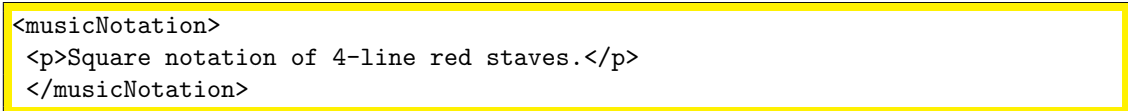
Declaration:

```
element musicNotation  tei.global.attributes, tei.paragraph+
```
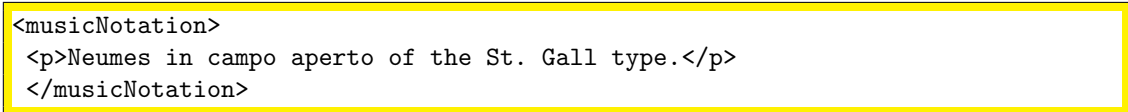
Attributes: Global attributes only

Example:

```
<musicNotation>
 <p>Square notation of 4-line red staves.</p>
 </musicNotation>
```

Example:

```
<musicNotation>
 <p>Neumes in campo aperto of the St. Gall type.</p>
 </musicNotation>
```

Module: msdescription ÷*objectDesc*[*element*]

Description: contains a description of the physical components making up the object which is being described.
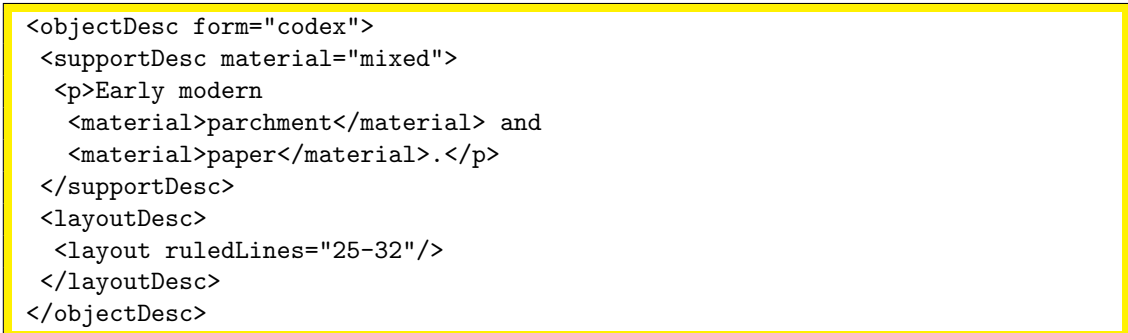
Declaration:

```
element objectDesc
tei.global.attributes,
objectDesc.attributes.form,
( tei.paragraph+ | ( supportDesc?, layoutDesc?  )  )
```

Attributes: (In addition to global attributes)

form a short project-specific name identifying the physical form of the carrier, for example as a codex, roll, fragment, partial leaf, cutting etc.

Example:

```
<objectDesc form="codex">
 <supportDesc material="mixed">
  <p>Early modern
    <material>parchment</material> and
    <material>paper</material>.</p>
 </supportDesc>
 <layoutDesc>
  <layout ruledLines="25-32"/>
 </layoutDesc>
</objectDesc>
```

Module: msdescription $\div origDate[element]$

Description: contains any form of date, used to identify the date of origin for a manuscript or manuscript part.

Classes: tei.datable: tei.phrase

Declaration:

```
element origDate  tei.global.attributes, tei.datable.attributes, text
```

Attributes: Global attributes and those inherited from : tei.datable: tei.phrase

Example:

```
<origDate>3rd century BCE</origDate>
```

Module: msdescription $\div origPlace[element]$

Description: contains any form of place name, used to identify the place of origin for a manuscript or manuscript part.

Classes: tei.phrase

Declaration:

```
element origPlace  tei.global.attributes, text
```

Attributes: Global attributes and those inherited from : tei.phrase

Example:

```
<origPlace>Birmingham</origPlace>
```

Module: msdescription $\div origin[element]$

Description: contains any descriptive or other information concerning the origin of a manuscript or manuscript part.

Classes: tei.datable

Declaration:

```
element origin
tei.global.attributes,
tei.datable.attributes,
tei.paragraph+
```

Attributes: Global attributes and those inherited from : tei.datable

Example:

```
<origin notBefore="1802" notAfter="1845" evidence="internal">
<p>Copied in <name type=origPlace>Derby</name>, probably from an
old Flemish original, between 1802 and 1845..</p>
</origin>
```

Module: msdescription $\div physDesc[element]$

Description: contains a full physical description of a manuscript, either as a sequence of paragraphs, or as a series of more specialised elements.

Declaration:

```
element physDesc
tei.global.attributes,
(
tei.paragraph+
```

```
         | (
objectDesc?,
handDesc?,
musicNotation?,
decoDesc?,
additions?,
bindingDesc?,
sealDesc?,
accMat?
)
)
```

Attributes: Global attributes only

Example:

```

```

Module: msdescription ÷provenance[element]

Description: contains any descriptive or other information concerning a single identifiable episode during the history of a manuscript or manuscript part, after its creation but before its acquisition.

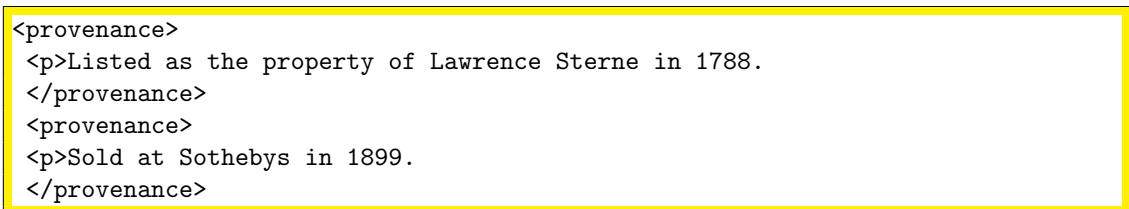*Classes*: tei.datable

Declaration:

```
element provenance
tei.global.attributes,
tei.datable.attributes,
tei.paragraph+
```

Attributes: Global attributes and those inherited from : tei.datable

Example:

```
<provenance>
<p>Listed as the property of Lawrence Sterne in 1788.
</provenance>
<provenance>
<p>Sold at Sothebys in 1899.
</provenance>
```

Module: msdescription ÷recordHist[element]

Description: provides information about the source and revision status of the parent manuscript description itself.
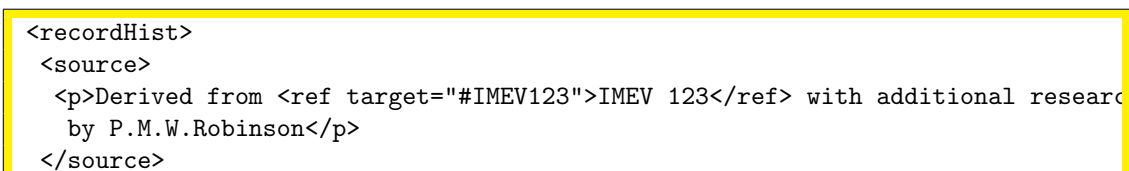
Declaration:

```
element recordHist
tei.global.attributes,
( tei.paragraph+ | ( source, change* ) )
```

Attributes: Global attributes only

Example:

```
<recordHist>
 <source>
  <p>Derived from <ref target="#IMEV123">IMEV 123</ref> with additional research
    by P.M.W.Robinson</p>
 </source>
```

```
 <change>
  <date>23 June 1999</date>
  <respStmt>
   <name>LDB</name>
   <resp>editor</resp>
  </respStmt>
  <item>checked examples against DTD version 3.6</item>
 </change>
</recordHist>
```

Module: msdescription ÷*repository*[*element*]

Description: contains the name of a repository (usually a distinct physical building) within which manuscripts are stored, forming part of an institution.

Classes: tei.names

Declaration:

```
element repository  tei.global.attributes, text
```

Attributes: Global attributes and those inherited from : tei.names

Example:

Module: msdescription ÷*rubric*[*element*]

Description: contains the text of any rubric or heading attached to a particular manuscript item, that is, a string of words whereby a manuscript signals a text division (e.g. beginning, book, chapter, end) which is in some way set off from the text itself, usually in red ink,or by use of different size or type of script, lining, or other such visual device. .

Declaration:

```
element rubric
tei.global.attributes,
rubric.attributes.type,
macro.phraseSeq
```

Attributes: (In addition to global attributes)

type specifies the type of rubric, e.g. whether it is at the start or end of the item.

Example:

```
<rubric>Explicit le romans de la Rose ou l'art d'amours est toute
enclose.</rubric>
<rubric>Nu koma Skyckiu Rym<expan>ur</expan>.</rubric>
<rubric><locus>16.  f. 28v in margin: </locus>Dicta Cassiodori</rubric>
```

Module: msdescription ÷*seal*[*element*]

Description: contains a description of one seal or similar attachment applied to a manuscript

Classes: tei.typed: tei.datable

Declaration:

```
element seal
tei.global.attributes,
tei.datable.attributes,
seal.attributes.contemporary,
( tei.paragraph | decoNote )+
```

Attributes: (In addition to global attributes and those inherited from : tei.typed: tei.datable)

contemporary specifies whether or not the seal is contemporary with the item to which it is affixed

Example:

```
<seal n="2" type="pendant" subtype="cauda duplex">
 <p>The seal of <name>Jens Olufsen</name> in black wax.
  (<ref>DAS 1061</ref>). Legend: <q>S IOHANNES OLAVI</q>.
  Parchment tag on which is written: <q>Woldorp Iohanne G</q>.</p>
</seal>
```

Module: msdescription ÷ *sealDesc*[*element*]

Description: describes the seals or other external items attached to a manuscript, either as a series of paragraphs or as a series of distinct `<seal>` elements, possibly with additional `<decoNote>`s.

Declaration:

```
element sealDesc  tei.global.attributes, ( p+ | ( decoNote | seal )+ )
```

Attributes: Global attributes only

Example:

```
<!-- to be supplied -->
```

Module: msdescription ÷ *secFol*[*element*]

Description: The word or words that a cataloguer, typically medieval but possibly modern as well, might take from a fixed point in all the codices he is describing (the beginning of the second leaf, the beginning of the second column, the beginning of the penultimate leaf, the end of the penultimate leaf, and so on) in order to provide a unique identifier to the particular codex.

Classes: tei.phrase

Declaration:

```
element secFol  tei.global.attributes, macro.phraseSeq
```

Attributes: Global attributes and those inherited from : tei.phrase

Example:

```
<secFol>(con-)versio morum</secFol>
```

Module: msdescription ÷ *signatures*[*element*]

Description: contains discussion of the leaf or quire signatures found within a codex.

Classes: tei.phrase

Declaration:

```
element signatures  tei.global.attributes, macro.phraseSeq
```

Attributes: Global attributes and those inherited from : tei.phrase

Example:

```
<signatures>Quire and leaf signatures in letters, [b]-v, and roman
numerals; those in quires 10 (1) and 17 (s) in red ink and different
from others; every third quire also signed with red crayon in arabic
numerals in the center lower margin of the first leaf recto: "2" for
quire 4 (f. 19), "3" for quire 7 (f. 43); "4," barely visible, for
quire 10 (f.  65), "5," in a later hand, for quire 13 (f. 89), "6," in
a later hand, for quire 16 (f. 113).</p></signatures>
```

Module: msdescription ÷ *source*[*element*]

Description: describes the original source for the information contained with a manuscript description.

Declaration:

```
element source  tei.global.attributes, tei.paragraph+
```

Attributes: Global attributes only

Example:

```
<source><p>Derived from <ref target="#STAN60">Stanley (1960)</ref>
 </p></source>
```

Module: msdescription ÷ *summary*[*element*]

Description: contains a brief summary of the intellectual content of an item, provided by the cataloguer

Declaration:

```
element summary  tei.global.attributes, macro.phraseSeq
```

Attributes: Global attributes only

Example:

```
<summary>
 This item consists of three books with a prologue and an epilogue.
  </summary>
```

Module: msdescription ÷ *support*[*element*]

Description: contains a description of the materials etc. which make up the physical support for the written part of a manuscript.

Declaration:

```
element support  tei.global.attributes, tei.paragraph+
```

Attributes: Global attributes only

Example:

```
<objectDesc form="roll">
 <supportDesc>
  <support>
   <p>Parchment roll with <material>silk</material>  ribbons.</p>
  </support>
 </supportDesc>
</objectDesc>
```

Module: msdescription ÷ *supportDesc*[*element*]

Description: groups elements describing the physical support for the written part of a manuscript.

Declaration:

```
element supportDesc
tei.global.attributes,
supportDesc.attributes.material,
(
tei.paragraph+
| ( support?, extent?, foliation?, collation?, condition?  )
)
```

Attributes: (In addition to global attributes)

material a short project-defined name for the material composing the majority of the support Values are:

>**paper** Paper
>
>**parch** Parchment
>
>**mixed** mixed

Example:

Module: msdescription ÷ *surrogates*[*element*]

Description: contains information about any digital or photographic representations of the manuscript being described which may exist in the holding institution or elsewhere.

Declaration:

```
element surrogates   tei.global.attributes, tei.paragraph+
```

Attributes: Global attributes only

Example:

```
<surrogates><p>
 <bibl>
   <title type="gmd">diapositive</title>
   <idno>AM 74 a, fol.</idno>
    <date>May 1984</date>
 </bibl>
 <bibl>
   <title type="gmd">b/w prints</title>
   <idno>AM 75 a, fol.</idno>
    <date>1972</date>
 </bibl>
</p></surrogates>
```

Module: msdescription ÷ *textLang*[*element*]

Description: describes the languages and writing systems used by a manuscript (as opposed to its description, which is described in the `<langUsage>` element)

Declaration:

```
element textLang
tei.global.attributes,
textLang.attributes.langKey,
textLang.attributes.otherLangs,
macro.phraseSeq
```

Attributes: (In addition to global attributes)

langKey supplies a code which identifies the chief language used in the manuscript.

otherLangs one or more codes identifying any other languages used in the manuscript.

Example:

```
<textLang langKey="#EN" otherLangs="#LA">
 Predominantly in English with Latin glosses</textLang>
```

Module: msdescription $\div watermark[element]$

Description: contains a word or phrase describing a watermark or similar device.

Classes: tei.phrase

Declaration:

```
element watermark  tei.global.attributes, macro.phraseSeq
```

Attributes: Global attributes and those inherited from : tei.phrase

Example:

```
<support>
 <p>
  <material>Rag paper</material> with <watermark>anchor</watermark> watermark</p>
</support>
```

Module: msdescription $\div width[element]$

Description: contains a measurement measured along the axis perpendicular to the spine.

Classes: tei.measured

Declaration:

```
element width  tei.global.attributes, tei.measured.attributes, text
```

Attributes: Global attributes and those inherited from : tei.measured

Example:

```
<width units="in">4</width>
```

Module: msdescription