Workshop Syllabus  Autumn 2016

Digital Editing and the Medieval Manuscript Roll
A Graduate Workshop with Wellcome MS 410

Welcome! Over the two days of this graduate workshop, you will cover:

- The Palaeography and Codicology of Manuscript Rolls
- The Basics of Manuscript Transcription and Scholarly Editing
- Introduction to the Digital Edition: Challenges and Best Practices
- Collaborative Editing
- Text Encoding Fundamentals: XML and the TEI Schema
- Using Digital Editing Tools: The Grapheus XML Editor oXygen

A WORKSHOP SUPPORTED BY

THE WELLCOME TRUST LIBRARY & UNIVERSITY COLLEGE LONDON

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Workshop Syllabus

Workshop Philosophy: Learning through Building

The creation of a digital version of a MS roll, with accompanying searchable transcription and commentary, is our energizing goal. This fast-paced course emphasizes practical input from participants as we work to build this online edition. Training goals include the palaeography and codicology of rolls, digital editing and TEI markup, the use of XML editing tools, and project-based collaboration in the digital arena.

These strands combine in the design of the workshop: participants will work closely with one another to transform newly learned skills into a concrete digital artifact, and so prepare themselves to take on future digital collaborations.

After the workshop, each participant will complete their assigned TEI transcription task; the code will be combined, linked to the MS images, and presented online as a working edition.

Learning in this workshop is driven by participants themselves, through their active role in the process of edition creation.

Project participants will be credited as co-editors of the final digital graduate training edition.

Looking to the Future: Your Role in the Collaboration

This workshop has been created and will be run by graduate students. Its participants and graduate student facilitators will work collectively to gain digital humanities skills and complete their encoding projects.

We hope that those who have participated in the course might go on to teach similar courses in the future, and so keep on learning about the TEI and digital editing themselves.

As you work through this course, take control of your role as a digital humanist. Actively seek to master the skills that you want to have. In each unit, consider especially how you would teach others the fundamentals of text encoding, digital editing, and the details of manuscript codicology.

For more information about our ongoing collaboration, or about our workshop series, please contact: demmrlondon@gmail.com
What do YOU need to do?
Digital projects take thoughtful commitment: read carefully what’s required.

BEFORE THE WORKSHOP
You will need to:

- **Read** two articles
- **Familiarize yourself** with the general content of the webpage of the TEI initiative
- **Post** responses on the class website
- **Complete** an online transcription exercise

The pre-workshop time commitment will be approximately 4 hours.

You may begin posting responses ten days before the workshop; these posts must be completed by 12pm on the day before the workshop begins.

DURING THE WORKSHOP
You will need to:

- **Attend** all days of the workshop, October 20-22, 2016
- **Collaborate** closely with your peers on all aspects of the project
- **Be prepared** to make editorial decisions
- **Participate** enthusiastically!

AFTER THE WORKSHOP
You will need to:

- **Complete** your assigned encoding task in a timely fashion
- **Submit** your completed code – with commentary
- **Reflect** on your experience of the course, and provide feedback
- **Proof-read** the completed MSS encodings

The post-workshop time commitment should be no more than 6 hours (it may be much less).

Time allowances will vary depending on collective editorial decisions made during the workshop, and your own level of comfort with text encoding.

We hope that 2-3 months after the workshop, we will see the fruits of our collective labour go live online.
# Workshop Syllabus

Final details will be emailed as part of the workshop materials: below is a tentative schedule.

## Date/Time

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Description</th>
<th>Activities</th>
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</table>
| **Before workshop:** (self-directed) | A General Introduction: Preparation for the Workshop Topics:  
1. Digital editing: why do it?  
2. Text encoding: what is it?  
3. Manuscript transcription  
4. Your resources – get them! | Read:  
Set texts and websites  
Do:  
1. Online transcription exercise  
2. Install trial version of oXygen  
3. Post website reflections |

### Day 1 – Evening:  
**October 20, 2016; Room TBC**

<table>
<thead>
<tr>
<th>Time</th>
<th>Description</th>
<th>Activities</th>
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</thead>
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| 6.00-9.00pm location TBC | Lecture and Welcome Reception                    | Do:  
Attend lecture; meet participants |

### Day 2 – All Day:  
**October 21, 2016; Location TBC**

<table>
<thead>
<tr>
<th>Time</th>
<th>Location Library</th>
<th>Description</th>
<th>Activities</th>
</tr>
</thead>
</table>
| 9.30-10.00am          | Wellcome Library | Meeting                                              | Do:  
Get nametag & course materials; meet participants |
| 10.00-11.30am  
90 mins | Wellcome Library  | 1. Introduction to MS rolls and our MS  
2. The (digital) editing of non-standard MS materials  
3. Transcription conventions and catalogue entries | Think:  
1. What makes MS rolls unique?  
2. Understand the conventions of MS cataloguing and transcription |
| 10 mins               |                  | Break                                                | -                           |
| 11.40am-1.00pm  
80 mins | Wellcome Library  | 1. Cataloguing non-standard MS materials: conventions and challenges  
2. Practical work in pairs | Do:  
Develop the text of your part of the MS catalogue entry |
| 60 mins               |                  | Lunch, TBC                                           | -                           |
| 2.00-3.00pm  
60 mins | Room TBC         | 1. Introduction to text encoding and markup language  
2. Introduction to the TEI | Think:  
What is ‘text’? Why encode? |
| 15 mins               |                  | Break                                                | -                           |
### Workshop Syllabus

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Do:</th>
<th>Erie:</th>
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<tbody>
<tr>
<td>3.15-4.30pm</td>
<td>1. How to use oXygen</td>
<td>Practice using oXygen and TEI protocols</td>
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<tr>
<td>75 mins</td>
<td>2. TEI structure and its common elements</td>
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<tr>
<td>Room TBC</td>
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<tr>
<td>Evening:</td>
<td>Editorial decisions: an exercise in digital thinking</td>
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<tr>
<td>self-directed</td>
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<tr>
<td>10.00-11.00am</td>
<td>The TEI: meeting the challenges of non-standard text</td>
<td>How can we adapt hierarchies to represent our materials?</td>
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<tr>
<td>60 mins</td>
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<tr>
<td>TBC</td>
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<tr>
<td>10 mins</td>
<td>Break</td>
<td></td>
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<tr>
<td>11.10am-12.30pm</td>
<td>Marking up for Images</td>
<td>How should image and text be digitally linked? Who is the edition being created for?</td>
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<td>80 mins</td>
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<tr>
<td>TBC</td>
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<tr>
<td>60 mins</td>
<td>Lunch, TBC</td>
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<tr>
<td>1.30-3.00pm</td>
<td>TEI metadata and how to use it: <code>&lt;teiHeader&gt;</code> and <code>&lt;msDesc&gt;</code></td>
<td>Mark up your catalogue data according to TEI protocols</td>
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<td>75 mins</td>
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<td>Post your completed markup</td>
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<tr>
<td>TBC</td>
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<tr>
<td>15 mins</td>
<td>Break</td>
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<tr>
<td>3.15-4.30pm</td>
<td>Guided Practical Session: Transcribe and mark up your MS</td>
<td>Begin to transcribe your MS sections, and mark them up using TEI</td>
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<tr>
<td>75 mins</td>
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<td>Do</td>
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<tr>
<td>TBC</td>
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<td>Do</td>
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<tr>
<td>After workshop:</td>
<td>Complete Your Markup Task!</td>
<td>Complete your markup</td>
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<tr>
<td>self-directed</td>
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<td>Post</td>
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The Yale-UCL Digital Editing and Manuscript Studies Workshops

This workshop represents the result of a collaboration between graduate students at Yale University and University College London. The project aims to build a network of graduate students working with medieval manuscript rolls and/or digital humanities, to train graduate students in collaborative digital textual editing through hands-on group projects involving editing and editorial decision-making and TEI encoding, and to create online digital editions of five manuscript rolls.

The project’s webpage can be found at digitalrollsandfragments.com. We welcome inquiries from potential collaborators.

Organisational Leaders for UCL and Yale:

Anya Adair, Yale University – anya.adair@yale.edu
Dana Kovarik, University College London – dana.kovarik.12@ucl.ac.uk

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Center for Teaching and Learning

Elma Brenner,
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Wellcome Trust Library

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Yale Digital Humanities Lab