Obtaining Paper Copies of the Second Version of the TEI Guidelines (TEI P2)

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Version 2 of the *Guidelines for the Encoding and Interchange of Machine-Readable Texts* (TEI P2) will be made available in paper form for those who do not have access to electronic mail.

Rather than issuing TEI P2 as a complete, comprehensive, single volume work, the TEI will publish each section of TEI P2 as soon as it has been approved by the drafting committee and the editors. A complete description of the sections is included in the TEI document, "Note on the Structure and Contents of TEI P2" (TEI ED J6) and in Appendix A, below.

This serial mode of publication has the major benefit of simplifying the review of the Guidelines for the reader. Not everyone has the time or inclination to comment on a volume the size of TEI P1 when it lands on the desk all of a piece, while individual chapters on specific topics can perhaps be more readily and speedily considered. We hope that this means the quality and quantity of public comment will increase: you can help by commenting yourself or by making sure that other interested persons in your organization are made aware of the drafts as they come.

Thank you for your interest -- we look forward to incorporating the suggestions you make in a future version of the Guidelines.

1

Contents of Each Fascicle

Each TEI P2 part will include a full table of contents for the whole draft, indicating the current status of each part. This is so that, whichever part you receive, you will be able to tell both where it belongs in the whole work and which other parts are available to date. Each part will also be accompanied by a 'user response form' for comment, but comments are of course welcome in whatever format is most convenient.

2

Obtaining Paper Copies of TEI P2 from Chicago and Oxford

We will be maintaining mailing lists in Chicago and Oxford. (For information on obtaining paper copies of TEI P2 in Asia, see below).

Chicago

The Chicago office will mail copies to North, Central and South America; at this time, there is no charge for this service. As we will be unable to contact each person individually as each section, or fascicle, becomes available, we would ask you to circle on the attached "North/Central/South American Subscription Request for TEI P2 (Paper)" (Appendix A) those sections you are interested in receiving, and return it to us at the address given on the form.

Oxford

The Oxford office will mail copies to Europe and elsewere. It will be necessary for the Oxford TEI office to make a small charge to cover the cost of copying and mailing out these drafts to recipients on the European continent. The charge is 50 pounds to cover all printing and mailing costs, and will include a free copy of TEI P3 when it is available at the end of this year or early next year.

Please complete the attached "European Subscription Form" (Appendix B) and send to the address shown on the form with your enclosed check or postal draft.

3

Asian Distribution of TEI P2

Persons in Asia or the western Pacific Rim may find it more convenient to request fascicles of TEI P2 from Prof. Syun Tutiya of Chiba University, who is taking responsibility for East Asian distribution of TEI materials on behalf of the TEI Japan Committee (an independent organization with the goal of ensuring that East Asian needs, particularly but not exclusively character-set related, are met by the TEI Guidelines).

Prof. Tutiya's address is:

tutiya@culle.l.chiba-u.ac.jp

or by regular post:

Syun Tutiya
Department of Philosophy
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Inage
Chiba Chiba 263 *[n.b. Include "Chiba" twice.]*
JAPAN

The TEI Japan Committee is also interested in formulating a common set of comments from Asian points of view; those interested in having input to this process should contact Prof. Tutiya. (Comments from Asia are not required, however, to be addressed to the TEI Japan Committee.)

Appendix A

North/Central/South American Subscription Form for TEI P2 (Paper)

TEI P2 is the first draft of one of the final work products of the TEI; the others will be a set of discipline-specific tutorials (TEI U1 et seq.) and one or more 'case-books' (TEI T1 et seq.) giving extended examples of TEI tags being used in various applications.

It contains three major parts: a prose specification, a reference section and full document type definitions (DTDs).

The prose specification is divided into 6 major sections, which are briefly summarized below. Each section contains brief descriptions of the tags proposed in a particular area, a formal summary of their proper usage with simple illustrative examples, and DTD fragments. The reference section is an alphabetic list of all elements, attributes and element classes defined in the TEI DTDs, giving a full definition for each together with a formal description of its usage. The whole is extensively cross referenced.

There follows a summary table of contents, as currently envisaged. The numbers given are those of the fascicles in which the draft will be first published.

Please circle clearly those Parts and/or Chapters which you would like to receive.

- 29. Feature Structure Declaration
- 30. Tag Set Documentation

- Part VI: Technical Topics
  - 31. TEI Conformance
  - 32. Modifying TEI DTDs
  - 33. Local Installation and Support of TEI Markup
  - 34. Use of TEI Encoding Scheme in Interchange
  - 35. Relationship of TEI to Other Standards
  - 36. Markup for Non-Hierarchical Phenomena
  - 37. Algorithm for Recognizing Canonical References
- Part VII: Alphabetical Reference List of Tags and Attributes
- Part VIII: Reference Material
  - 38. Full TEI Document Type Declarations
  - 39. Standard Writing System Declarations
  - 40. Feature Structure Declaration for Basic Grammatical Annotation
  - 41. Sample Tag Set Declaration
  - 42. Formal Grammar for the TEI-Interchange Format Subset of SGML

Appendix B

European Subscription Request for Paper Copy of TEI P2

Name____
Address ____
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Please enter my subscription for one paper copy of each fascicle of TEI P2, to be mailed to the above address by standard first class, within two weeks of its publication in electronic form.

I enclose a one off payment of 50 pounds, to cover all printing and mailing costs for my subscription to TEI P2, plus one free copy of TEI P3, when this is available. This subscription expires with the publication of TEI P3, which is currently scheduled for sometime in 1993.

Signed: ____
Date: _____________________________________

N.B. Payment should be made by cheque or postal draft to the account of Oxford University Computing Services. Payment must be enclosed with this order form; unpaid orders will be ignored.

This form should be returned to:

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