

PART 4

GUIDELINES FOR TRANSCRIBERS AND EDITORS

These guidelines describe the preparation of pre-ribbon copy, ribbon copy, apparatus entries, and copy-edited text and tables. Transcribers and editors should be thoroughly familiar with them. The guidelines are alphabetized for easy reference.

Features of the text and back matter that are to appear in italics in the final printed version are underlined in copy prepared by editors and staff members; the underlining is converted to italics at the Press.

ABBREVIATIONS (EDITORS’). See also **SHORT TITLES**. Abbreviations usually appear in introductions and in Annotations, Textual Notes, and Cross-References to Published Versions. Appendix H, “Master List of Abbreviations and Short Titles,” should be consulted to determine whether a form has already been established for the word, concept, or title to be abbreviated. If not, editors recommend to the TC an abbreviation to be used in the volume and added to the “Master List.”

ABBREVIATIONS (THOREAU’S). Transcribers follow copy. Editors do not expand abbreviations of common words, i.e., those found in a standard dictionary. Less common forms are also allowed to stand; they may be explained in a Textual Note (see 2.20 A) and will later be expanded in the Index to the printed volume. Emend only if the abbreviations create a serious ambiguity in meaning (see Emendations 2.20 B7). Indicate the level of authority for the Emendation, and write a Textual Note if authority is questionable or needs further research. For guidelines about underlined abbreviations, see **UNDERLININGS (THOREAU’S)**.

Examples:

MS, RC, PE: the U S of America

MS, RC, PE: Fred. Ayer
Index: Ayer, Frederick

MS, RC, PE: ac. to Humboldt

For dashes used to abbreviate words or letters, see **DASHES (G)**. Editors do not regularize dashes to periods in any of the abbreviated terms.

In most cases, abbreviated place names can be handled by adding an Index entry in which they are expanded, rather than by emending. For example, in describing Fair Haven Pond, Hill, or Bay, Thoreau often abbreviates “Fair Haven” to “F. H.” or “F H”. In *Journal 9*, we added the following entry in the Index:

F. H. [Fair Haven], 3-378 passim

The format follows *Chicago Manual of Style*, 18.12: “3” is the ribbon copy page number for the first occurrence of the abbreviation in the text and “378” is the ribbon copy page number for the final occurrence.

Follow the guidelines below in regularize spacing between abbreviated words.

(1) Place Names

Editors regularize spacing between initials for place names to a single word space following the initial, whether or not a period is present.

Examples:

MS:	F.H. Pond
RC, PE:	F. H. Pond

MS:	F.H.P.
RC, PE:	F. H. P.

MS:	FHP
RC, PE:	F H P

MS:	F-- H. Pond
RC, PE:	F-- H. Pond

(2) Proper Names, except State Names

When the entire name is represented by initials that are not followed by periods, follow CMS 15.12 in omitting the word space(s) between the letter(s) (HDT, RWE)

When the entire name is represented by initials that are followed by periods, use word space(s) (“H. D. T.”; “R. W. E.”). If at least one letter is followed by a period, use word spaces for all (“H. D T”)

When part of the name is abbreviated and the last name is given in full, follow CMS 15.12 in using a word space in between initials (“(H. D. Thoreau”; “H. G. O. Blake”)

These rules also apply to other abbreviated names such as “M. I. T.”

(3) State Names

Do not use a word space between initials representing state names (N.Y.)

(4) Compass Points

When points of the compass are expressed in initials followed by periods, use a word space (“N. W.” rather than “N.W.”). If only the first letter has a period, use a space (“N. W”); if only the second letter has a period, close it up (“NW.”).

(5) Time of Day

When the time of day is expressed in upper- or lower-case initials, or a combination of the two, followed by periods, use a word space (“A. M.”, “a. m.”, “A. m.”). If only the first letter has a period, use a space (“A. M” , “a. m”, “A. m”); if only the second letter or neither letter has a period, close it up (“AM.” , “am.”, “Am.”; “AM” , “am” , “Am”).

(6) Other

Do not use a word space in the following: i.e. / ie. / i.e /ie

Use a word space for “M. D.”

ACCENTS. See FOREIGN WORDS.

ALTERATIONS. Transcribers copy all on-line, current, and later revisions, distinguishing between Thoreau’s ink and pencil markings (see INTERLINING). Editorial responsibilities are described in Alterations (2.20 C).

ALTERNATE READINGS. Transcribers follow copy, keying both the on-line text and the text interlined above (see INTERLINING). Alternate readings should appear immediately after the on-line reading in the ribbon copy. Editors record these as Alterations (see 2.20 C).

ANNOTATIONS. See Appendix G, “Guidelines for Annotation Research.”

APOSTROPHES. Transcribers copy apostrophes as they appear, normalizing unusual spacing or placement by allowing for the strong right-hand slant of Thoreau’s writing, but not changing their position in relation to other letters or marks of punctuation. Editors, allowing for the extreme right-hand slant of Thoreau’s handwriting, normalize his spacing of apostrophes by closing up. His sequence of letters and apostrophes will stand unless they create serious ambiguities.

Examples:

MS: ' 52
RC, PE: '52

MS: Whats ' the rail-road to me?
RC, PE: Whats' the rail-road to me?

APPENDIX. See INDEXES (Thoreau's).

ASTERISKS (EDITORS’). Editors use asterisks to mark items in Emendations, Alterations, End-of-Line

Hyphenation, and Later Revisions that are discussed in Textual Notes (see 2.20 A).

ASTERISKS (THOREAU’S). Transcribers key asterisks as they appear; editors confirm approximate spacing in the ribbon copy and the electronic edited text. Treat asterisks used to indicate an ellipsis as DASHES (F). Plus marks and “x”s used to key text to notes or to indicate an ellipsis or an asterisk are keyed and printed as asterisks.

BLANK SPACE. Transcribers leave one blank line for any vertical space that is less than one-fifth of the manuscript page; for more than one-fifth page, leave a blank space of approximately the same height as the vertical space in the manuscript. Editors normalize the first case to a single blank line; the second case is reported in a “page comment” set on a line by itself, within braces and underlined.

For horizontal space, transcribers follow copy if space seems to be holding the place of a word or has some other special significance; otherwise normalize. If editors decide that horizontal space has some significance, normalize to 4 em spaces; otherwise delete space and close-up to a single word space (<en>).

Example:

MS: (text at the top quarter and bottom quarter of page)

RC: (text)

(text)

PE: (text)

{One-half page blank}

(text)

Page comments use whole numbers and ordinal fractions from “one-fifth” to “seven-eighths” (including fourths, thirds, and halves). When it is necessary to comment on several pages or leaves in sequence, the situation of each page or leaf should be described in a separate comment, as in *Journal 2* (p. 355):

{Three-fourths page missing}

{One leaf missing}

See also SPACING.

BLOTS. Transcribers do not copy any blots that are clearly unrelated to letters or marks of punctuation. Doubtful cases should be noted in a footnote. Photocopy often has blotches and other irregularities that resemble blots; editors will check the microfilm or original manuscript to see if these are significant features.

BLOTTED WORDS, LETTERS, PUNCTUATION. See Emendations (2.20 B3a).

BRACES. Also known as curly brackets, transcribers use braces to enclose non-text material, including drawings and descriptions of physical characteristics of the manuscript ({MS torn}, {MS cut}), or to indicate illegible letters or words or non-English characters that cannot be duplicated by the word-processing program. Before text or back matter is submitted to PUP, any remaining braces around illegible material are changed to brackets, and non-roman characters are either coded or explained in a note to PUP. See 2.36 and 2.46 G.

CANCELLATIONS. Thoreau uses both ink and pencil to cancel material; transcribers represent both with strikeouts, but note pencil cancellations in a footnote. Transcribers type the words as originally written, then cancel them using the word-processing program's strikeout style. Longer and more complex cancellations may require a note from the transcriber describing the cancellation. Editors write Alteration entries only for cancellations that appear to be current (see Alterations 2.20 C).

Example:

MS, RC: I saw a ~~flower~~ rose trembling ~~swaying~~ in the wind.
AL: 108.3 rose] preceded by cancelled flower
AL: 108.3 trembling] followed by cancelled swaying
PE: I saw a rose trembling in the wind.

If the cancellation is determined to be current, editors reinforce it in green pencil in the ribbon copy and revise text accordingly. If editors decide that a cancellation is not current and that the cancelled material should appear in the text, they remove the strikeouts. In the ribbon copy, editors put a green dot under each cancelled letter that is to be included in the printed text, and write and circle "stet" (the proofreader's symbol meaning "let it stand") in the margin. See also LATER REVISIONS.

When Thoreau cancels a word or passage followed by punctuation, his cancellation mark sometimes stops short of, or runs above or below, the punctuation. Transcribers follow copy; editors normalize, treating the punctuation as part of what has been cancelled if that appears to have been Thoreau's intention. In ambiguous cases editors emend (see Emendations 2.20 B) and, if necessary, discuss the crux in a Textual Note (see 2.20 A).

CAPITALIZATION. Transcribers follow copy, despite oddities in usage. If sentences begin with lower-case letters, follow copy. For spacing in some of these situations, see SENTENCE ENDINGS. Editors record Alterations for any on-line or current revisions of capital letters (see Alterations 2.20 C). Do not emend for inconsistencies or incorrect usage, unless the handwriting suggests two possible readings or Thoreau's error is seriously confusing. See Emendations (2.20 B1-2) .

Examples:

MS, RC, PE: will end. begin here

MS, RC, PE: north by North-west

MS, RC: a novel by scot
EM: 109.11 Scott] scot in MS
PE: a novel by Scott

CAPITALIZATION OF “T”. Two factors are involved in determining whether T wrote a capital or a lower case “t”: whether the vertical stroke of the letter stands alone and the shape of the horizontal stroke. If the vertical stroke of the “t” is separate from the following letter, it is interpreted to be “T” regardless of the shape of the horizontal stroke. If the base of the vertical stroke is joined by an upward stroke to the following letter, it is interpreted to be “t” unless the horizontal stroke begins with a looping flourish, in which case it is interpreted to be “T”. See also Alterations 2.20 C.

(added BW 7/18/03)

CARETS. Editors record Alterations for caret ed interlineations that appear to be current (see Alterations 2.20 C).

Example:

beam fast
MS: the ^ end held^.
AL: 10.6 beam] interlined with a caret
AL: 10.6 fast] interlined with a caret
PE: the beam end held fast.

A caret with no corresponding interlineation should be deleted with a report in the Emendations table.

See also INTERLINING and Samples 3.1-2.

COMMAS. See PUNCTUATION.

COMPOUND WORDS. A compound is a word consisting of two or more parts which are also words. The parts may be hyphenated (strong-willed, man-of-war) or joined (superadded, whalebone). A list of compound words, maintained at the TC, is used to decide whether compound words hyphenated at the ends of lines in the manuscript should be resolved to hyphenated or closed-up forms. The compound word list includes possible compounds—words separated by a space that are sometimes joined or hyphenated (moon light, some thing). Several kinds of words resembling compound words are not compound words and should not be added to the compound word list. Contractions (hadn't, needn't) are not compound words; neither are words which show an accidental resemblance (seasons, handsome, often, mushrooms). Words formed with prefixes or suffixes (about, belabor, forward, fruitful, countless) should also not be counted as compound words; the following list of prefixes and suffixes should be consulted when considering what constitutes a compound word:

<u>Prefixes</u>	ante-	bio-	counter-
	anti-	co-	de-
ab-	api-	com-	dia-
abs-	be-	con-	dis-
ad-	bi-	contra-	dys-

en-
ex-
extra-
for-
fore-
hyper-
hypo-
il-
im-
in-
inter-
intra-
intro-
ir-
meta-
mis-
non-
ob-
para-
per-
peri-
post-
pre-
pro-
pur-
re-
semi-
sub-
super-
syl-
sym-
syn-
sys-
trans-
tri-
ultra-
un-
under-
uni-
with-

Suffixes

-able
-age
-ance
-ant
-ar
-ary
-ate
-cy
-ence
-ery
-ful
-ible
-ic
-ical
-ice
-ish
-ive
-less
-like
-ly

-ment
-mony
-ness
-ory
-ous
-some
-ulent
-ulous
-ure
-ward
-ways
-wise
-y

CROSS-REFERENCES (EDITORS’). See 2.18.

CROSS-REFERENCES (THOREAU’S). Transcribers copy Thoreau’s cross-references (*v*, *V*, *vide* with manuscript pagination). Editors decide whether these are current or later revisions. See also Emendations (2.20 B5).

Example (if revision is determined to be current):

v p 49

MS: The daisies must be out.

RC: The daisies must be out. @v p 49@

EM: 25.6 147] 49 in MS

PE: The daisies must be out. v p 147

When the page number refers to an adjacent passage (“see next page”) it is allowed to stand and is explained in a Textual Note; but if Thoreau cites a specific page number in the current volume as a reference (“vide p 47”), the correct page number for the printed volume is supplied, and the change is reported as an Emendation.

If Thoreau’s reference is to a page number outside the current volume, that information is provided in a Textual Note.

Example (*Journal 4*, 508.33):

MS: V 5-70

PE: V 5-70

TN: 508.33 V 5-70: See *Journal 3*, 191.21-27

CURRENT REVISIONS. Transcribers copy all legible revisions and note illegible ones; editors record as Alterations only current revisions, as defined in Alterations (2.20 C).

DASH, WAVY (TILDE). Editors use the wavy dash in Emendations and Alterations entries. Each wavy dash represents one word in the key; wavy dashes are used to make reports of changes in punctuation easier to see at a glance.

Examples:

EM: morning light.] possibly ~ ~<n->

EM: which] (~ in MS)

Wavy dashes may not replace hyphenated words in the key.

Example:

AL: whip-poor-will,] whip-poor-will.

DASHES. Thoreau used dashes for several purposes, which are treated as follows:

- A) Dash used within a sentence as a comma, semi-colon, colon, or parenthesis. Transcribers key as a 1-en dash, closed to the preceding and following words: *word--word*. Editors code as a closed 1-en dash and mark the ribbon copy as such.

- B) Dash or dashes used at the end of a sentence as a period, question or exclamation mark. Transcribers key as a 1-en dash or dashes, closed to the last word of the sentence: *word--* or *word-- --*. Editors code as a half-closed 1-en dash or dashes, followed by a word space plus a thin space and mark the ribbon copy as such. See also SENTENCE ENDINGS.
- C) Dash used at the beginning of a line, before a new paragraph, either indented or flush to the left margin. Transcribers key, either indented one tab or flush left, as a 1-en dash, closed to the first word: *--word*. Editors code as an indented and half-closed 1-en dash and mark the ribbon copy as such.
- D) Dash used to introduce a quotation inside the quotation mark. Transcribers key as a 2-en dash, closed to the first word of the quotation: *word“---word*. Editors code as a half-closed 2-en dash and mark the ribbon copy as such.
- E) Dashes used as a break between Journal entries, either in a single line or in double parallel lines. Transcribers key as a 2-en dash, centered; editors code as a centered 2-en dash with line spaces above and below and mark the ribbon copy as such. In cases of parallel lines, editors emend to a single 2-en dash. See Emendations (2.20 B9).
- F) Dash or dashes used as an ellipsis, to indicate abridgement of a source text. Transcribers follow copy, typing the exact number of dashes in manuscript as spaced 1-en dashes closed to the preceding and following words: *word-- -- -- --word*. Editors code as two open 1-en dashes, *word -- -- word*, and mark the ribbon copy as such. Report the actual number of manuscript dashes, if other than two, in an Emendation (see 2.20 B). The abridgement may be described in a Textual Note (see 2.20 A) or an Annotation (see 2.16). Asterisks used to indicate ellipsis are treated as dashes.
- G) Dash used as a mark of abbreviation for words, or for letters within a word. Transcribers follow copy; editors code as a 1-en dash, closed to the preceding letters or words, and mark the ribbon copy as such. If the dash is possibly a hyphen for a compound word, editors emend (see Emendations 2.20 B6).

Examples:

MS, RC: Yel -- birch swamp
PE: Yel-- birch swamp

MS, RC: went to Con--
EM: 212.8 Conantum] Con-- in MS
PE: went to Conantum

In the last example, “Con--” presumably cannot be understood from context (see ABBREVIATIONS (Thoreau’s)).

DATES, DATE LINES, AND TIME/LOCATION LINES. Transcribers follow copy, despite errors or inconsistencies of usage. Abbreviations, superscripts, and indentations are keyed as in the manuscript.

Incorrect dates are not emended (editors may accept Thoreau’s pencilled alteration of an incorrect date);

running heads in the printed Journal (or headnotes in the printed Correspondence) will provide correct, uniformly styled dates. When entries or letters are not dated, the running heads or headnotes will give conjectured dates or periods of time. Textual Notes will also provide additional evidence on the dating of entries or letters (see Textual Notes 2.20 A).

Date lines (“June 15th”) centered in the manuscript should be transcribed using 3 regular .5" tabs; lines flush right in MS should be transcribed using 6 tabs. Editors regularize the placement of each date line and time/location line (“Pm to Trillium woods.”). Date lines may be regularized to flush left, center, or flush right. When a date line also includes time and location (“Mar 27th 6 1/2 Am to Island.”), it usually is indented one em. When a date line is followed on the same line by the beginning of the entry (“Nov. 8th I can still rake . . .”), it is indented one em.

Most time/location lines are indented, some deeply. Time/location lines are treated as paragraphs, indented one em whether they are deeply or shallowly indented in MS.

Superscripts are treated differently in Journal and in Correspondence; in both Journal and Correspondence, however, Thoreau’s “ ” is always normalized to “th”. See SUPERSCRIPTS.

Example:

MS: Sat Jan 4"--50

RC: Sat Jan 4th--50

PE Journal: Sat Jan 4th --50

PE Correspondence: Sat Jan 4th --50

Journal Running Head: January 4, 1851

Correspondence Headnote: 4 January 1851

TN: 112.4 Mon . . . 50: January 4, 1850, was a Friday; the same date in 1851 was a Saturday.

Editors should see Appendix F, “Coding for PUP,” for instructions on placement of date and location lines on pages.

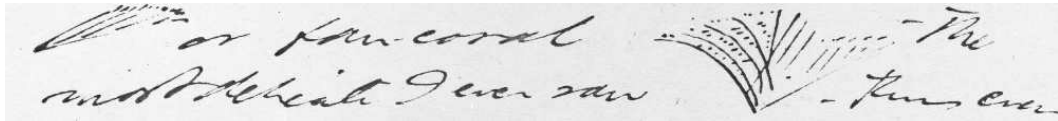
DESIGN FEATURES. The following parts of the book are supplied by the editor(s); choices about how they are designed are not necessarily reported in the volume: front matter (title page, copyright notice, and Table of Contents); chapter titles and half-titles; special typographical treatment of initial words in chapters; running heads, and page numbers; size and style of typography, indentations, or margins; and back matter (Index(es) of MS Volume(s), Editorial Appendix). Notice of some of these features may appear in the Textual Introduction (see 2.27 D).

DIACRITICS. See FOREIGN WORDS.

DRAWINGS. Drawings are indicated by “{drawing}”.

Example:

MS:



RC:

{drawing} or fan-coral {drawing} --The

most delicate I ever saw--<en><th>Thus even

These drawings will later be photocopied for the printed volumes; at PUP they are scanned into the computer files. Avoid coding space surrounding the “{drawing}” instruction; the drawing will be reviewed when pages come back from PUP, and space will be adjusted depending upon the drawing's final placement. In the apparatus, references to drawings are keyed to the word preceding or following them. Drawings that cover an entire line or lines are not included in the line count for that page in the printed volume. To determine line numbers for apparatus entries following large drawings, editors count lines manually.

Thoreau's captions to his drawings, written above, to the side, or below the drawing itself, will generally be set in type rather than reproduced as part of the drawing, unless the text is integrated into the drawing in such a way as to make it difficult to separate from the drawing, or formed in such a way as to make it difficult to reproduce in type. When Thoreau cancels a drawing that is a first version of the existing one, the cancellation will not be reported in the Alterations. Pencilled additions to drawings should be omitted and the pencilled material described in Textual Notes; it is not necessary to write Later Revisions.

ELLIPSES. Thoreau commonly used dashes to indicate ellipsis of his source; occasionally he used asterisks, plus marks, or “x”s. Editors confirm ellipsis by comparison with Thoreau’s source. See DASHES (F) and ASTERISKS (Thoreau’s).

EMENDATION, CATEGORIES OF. See 2.20 B.

EMENDED ERRORS. See 2.20 B2.

END-OF-LINE-HYPHENATION. See HYPHENATED WORDS and Emendations (2.20 B6).

ERASURES. Erasures are difficult to detect in photocopy; when they notice them, transcribers copy the text as altered and note in a footnote the presence of erasures. Editors write an Alteration (see 2.20 C)

only if the erased word is still readable.

Example:

AL: 114.6 bittern] written over erased stake-driver

Examination of the microfilm or original manuscript will resolve most questions.

ERRORS IN MANUSCRIPT. Transcribers copy Thoreau's errors of fact, spelling, or grammar exactly, and most of these anomalies will not be emended (UNEMENDED ANOMALIES). Editors write an Emendation only if the element is seriously misleading or confusing. See Emendations (2.20 B2).

FALSE STARTS. Transcribers copy Thoreau's false starts that consist of completed letters, and cancel them if he did. If the false start consists of marks that do not form letters, transcribers report this in a footnote. If Thoreau corrected the false start by writing over it, write the original letters in a footnote and transcribe only the corrected letters. Editors do not record cancelled or corrected false starts as Alterations, because the cancelled letters never became a meaningful word (see Alterations 2.20 C).

If Thoreau did not cancel a false start, transcribers let it stand. Editors do not report meaningless uncanceled false starts. If an uncanceled false start forms a letter or letters, however, editors delete and record the deletion as an Emendation (see 2.20 B8).

FLOURISHES. Transcribers make a footnote indicating the presence of Thoreau's flourishes, the long extra strokes that begin or end words. If the marks are not attached to words, they are STRAY MARKS. Editors emend to remove only flourishes that in context seem to represent letters, marks of punctuation, or meaningful symbols (see Emendations 2.20 B); they delete without comment all flourishes construed to be meaningless.

FOOTNOTES (EDITORS'). Footnotes are used in the Textual Introduction to printed volumes of Journal to refer to sources. For information on how to code these footnotes in the Textual Introduction, see Appendix F, "Coding for PUP."

FOOTNOTES (TRANSCRIBERS'). Transcribers record notes at the bottom of each page of transcript to describe features of the manuscript which cannot be duplicated by word-processing programs (for instance, lines in the manuscript written up the side of the page). Numbered footnotes should be created using the footnote utility of the transcriber's word-processing program.

FOREIGN WORDS. Transcribers follow copy, despite Thoreau's errors or inconsistencies of usage. If diacritical marks or accents cannot be duplicated by the word-processing program, transcribers should place a note within the text and on-line in braces indicating characters that could not be duplicated (e.g. "{Greek}").

FRACTIONS. Thoreau writes figural fractions in a variety of ways. Transcribers type all fractions on the line; editors code to a standard form (see Appendix F, “Coding for PUP”).

Example:

MS: 1/2, 2, ¹/₂

RC: 1/2

PE: ½

A fraction following a whole number should not be closed up to that number: 2 1/2.

HANDWRITING. Thoreau often wrote Journal entries hastily, and he never prepared the text of the Journal for printing. His handwriting is therefore often imperfectly formed, with incomplete or oddly shaped letters. Transcribers and editors must be thoroughly familiar with the rules of normalization that apply to Thoreau’s handwriting. Note how the following rules affect transcribing and also the recording of Alterations and Emendations:

A) **ALTERATIONS.** If Thoreau has corrected his handwriting by merely re-forming, repeating, or retracing the same words and letters for greater clarity, transcribers copy the corrected form only, and editors record no Alteration. If Thoreau has corrected his handwriting and the earlier form is now impossible to read, like the “st” of “breast” written over illegible letters, or “pond” written over a completely erased word, transcribers copy the corrected form only and editors do not record an Alteration.

B) **EMENDATIONS.** In several instances, Thoreau’s imperfectly formed handwriting is normalized by transcribers, and editors do not emend:

Short words of frequent occurrence, including a, after, an, and, as, at, by, for, from, in, into, of, or, our, over, the, there, to, upon, with, was, has.

Common suffixes: -ed, -ing.

Letters formed with loop or flourish strokes: a, e, m, n, r, s, w.

“Run-on” letters formed with linked strokes: th, is, ey, ry, to.

If the handwriting suggests two or more substantive readings (sing/ring, even/ever, or they/thy), transcribers note in a footnote and editors emend (see 2.20 B1 for a list of often indistinguishable letters). If the handwriting causes an error in meaning or spelling (“bnnt” for “bent”), editors emend (see Emendations 2.20 B1-2).

The extent to which editors normalize rather than emending will change from one volume to another. The manuscripts for *Journal 1*, for example, are for the most part careful transcriptions of earlier material and Thoreau’s hand is very neat—more cases of poorly-formed letters are emended than are normalized. In subsequent volumes, based on manuscripts in which Thoreau’s orthography was less careful, good

sense and good judgment should prevail. If a word is clear even though some individual letters are incompletely formed, the word should be normalized. If there is any potential textual ambiguity, however, editors should emend and report.

Thoreau's handwriting also has an effect on punctuation. His irregular spacing of punctuation elements is normalized by transcribers within prescribed limits (see APOSTROPHES, DASHES, HYPHENS, PUNCTUATION, QUOTATION MARKS, and SENTENCE ENDINGS). The strong right-hand slant of his handwriting often affects the placement of punctuation elements: apostrophes, commas, and quotation marks appear to be out of their normal positions, either slanted far right or well below the line of text. In these cases, transcribers normalize the spacing by closing up. Thoreau's inconsistent positioning of text and punctuation—placing quotation marks inside or outside of periods, for example—is respected, unless it creates an ambiguity. In that case, editors emend.

One letter consistently affected by the handwriting slant is “t,” especially when it ends a word: Thoreau's cross stroke for the “t” sometimes misses the loop completely and stands far to the right, suggesting an underlining of the word above, a dash or a hyphen. In these instances, transcribers normalize and editors do not emend. If an uncrossed “t” resembles “l” and suggests another word (i.e., curt/curl), transcribers note in a footnote and editors emend. Thoreau occasionally neglects to draw a cross-stroke altogether or mistakenly crosses an “l” so that it resembles a “t”; in cases where such an error creates another word (e.g., “took” instead of “look”), transcribers note in a footnote and editors emend (see Emendations 2.20 B2).

Transcribers normalize some features of Thoreau's handwriting that need not be exactly reproduced. If the pen strokes run together individual words (theboy) or break within a word (bro ken), these spaces are normalized by opening or closing, as needed. If the words affected are compound or possibly compound, the spacing may be normalized according to Thoreau's usual practices (see HYPHENATED WORDS). The spacing of words in the surrounding text should be used as a guide in deciding whether a particular pair of words should be closed up or spaced. Editors emend in cases of possible readings or errors (see Emendations 2.20 B1-2).

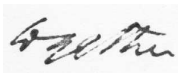
If Thoreau varied his script, changing from cursive to printing, transcribers copy in normal typed letters but enter a footnote indicating the change. Editors write a Textual Note describing the passage (see Textual Notes 2.20 A). For other aspects of handwriting, see SUPERSCRIPTS and UNDERLININGS (Thoreau's).

HYPHENATED WORDS. Transcribers follow copy, despite Thoreau's errors and inconsistencies of usage. End-of-line hyphens are keyed literally; editors emend only when Thoreau has failed to hyphenate syllables (see Emendations 2.20 B6). In all instances where the hyphens merely separate syllables of a single word (dis- / tant), editors mark to delete and close up.

HYPHENS. Context and usage, not length of line, distinguish hyphens from DASHES. Thoreau sometimes wrote hyphens carefully, leaving space before and after, but sometimes his hyphens are joined to a word on one or the other side. Transcribers and editors should be aware of Thoreau's practice of connecting the cross of an initial “t” with the first letter of the following word, which produces a stroke resembling a hyphen:

Examples (from manuscript):

MS:



RC, PE: together

MS:



RC, PE: to do

ILLEGIBLE WORDS. Transcribers enclose illegible or unclear words or letters in braces. Editors attempt to resolve cruxes, entering conjectured readings inside the braces, but retaining the braces (these will appear as square brackets in the printed volume). See Samples 3.1. Notes on other possible readings should be written at the bottom of the ribbon copy page (footnotes are reserved for the transcriber's and perfecter's comments). Preliminary Emendations should be entered for possible readings, illegible words, and manuscript mutilations. Most of these cruxes will be resolved by examining the microfilm, manuscript, or another version of the passage. If a crux cannot be resolved, the editors key the phrase “{illegible letters}” in the text (see *Journal 3*, 16.17); write a Textual Note if appropriate. Illegible material in Later Revisions is represented by square brackets surrounding 2 em spaces (see Appendix F, “Coding for PUP”).

Examples:

EM: *71.4 toad] illegible in MS

LR: 82.27 cloud: uncancelled {} interlined above.

A staff member at the TC will change all braces to brackets before text or back matter is sent to PUP. See 2.36 and 2.46 G.

INDENTATIONS. Transcribers copy Thoreau's indentations, normalizing to some extent. See SPACING, and also PARAGRAPHS, POETRY, QUOTATIONS.

INDEXES (THOREAU'S). The Index(es) of MS Volume(s) in each printed volume contains Thoreau's indexes to his manuscript volumes. These indexes are usually on the front or back endpapers of the manuscript volume, but may also appear within a volume or on a separate leaf. They are transcribed in order. Editors are responsible for the accurate transcription of all words and numbers. TC staff will resolve hyphens and dashes and will supply PUP page numbers in braces. See Emendations (2.20 B5) for treatment of page numbers, and Index(es) of MS Volume(s) (2.24, 2.37).

INDEXES (TO PRINTED VOLUMES). See Appendix J, “Making an Index.”

INTERLINING. Transcribers position interlined material as in the manuscript. Pencilled material is surrounded with percent signs (e.g., the river runs smoothly ^{^0}and swiftly^{0^}). Transcribers use footnotes to describe unusually complex interlineations. Editors record as Alterations only interlinings that are current, i.e., that correct or complete the sense of the on-line text.

Examples:

near the end of
MS: and ~~in~~ May
^

near the end of
RC: and ~~in~~ May
^

AL: 66.7 near the end of] interlined with a caret above cancelled in
PE: and near the end of May

super imposed
MS: a couple of cigars on top of them

super imposed
RC: a couple of cigars on top of them

AL: 78.6 super imposed] interlined above cigars on top (see Emendation
78.6)

EM: 78.6 super imposed] interlined above cigars on top with no mark for
position

PE: a couple of cigars super imposed on top of them

the yellow ball
MS: the sun in the eastern sky
the yellow ball

RC: the sun in the eastern sky

LR: 105.4 eastern sky: uncancelled the yellow ball interlined above

Interlined words written above uncancelled on-line text are “alternate readings” (see Alterations 2.20 C). In rare instances, some later interlinings may be accepted as Emendations (see 2.20 B4). Editors delete all interlinings resolved as Later Revisions.

See MARGINALIA and Samples 3.1-2.

ITALICS. Transcribers underline any words that Thoreau underlines in the manuscript. See UNDERLININGS (Thoreau’s). All underlined text will appear in italics in the printed volume. See also PUNCTUATION.

KEYWORDS. Words in the text that signal or are the subject of apparatus entries (AN, TN, EM, AL, LR, ELH, X-Ref). The keywords for each apparatus entry follow the page and line number. If the key includes more than three words, an ellipsis is used. If the keyword appears more than once on a printed line, additional words should be added to the key. Punctuation following keywords should not be included, unless the punctuation is relevant to the apparatus entry or the keywords form an entire sentence.

Examples:

RC: Down Turnpike It is interesting
TN: 351.23 Down . . . interesting: Originally new entry began with paragraph inset at “It is interesting”. T interlined “Down Turnpike” above, possibly later, at right margin at the end of the preceding entry.

RC: Nuttall says it is the young that phe be in winter.
AN: 75.14 Nuttall . . . winter.: A Manual of the Ornithology of the United States . . . : The Land Birds, p. 281.

RC: I go to May Flower Road
EM: 7.19-20 I . . . Road] NB in margin

LATER REVISIONS. Transcribers copy all revisions; editors record as Alterations only on-line and current revision (see CURRENT REVISIONS and Alterations 2.20 C). Most later revisions are reported in Later Revisions (see 2.20 D). A few later revisions may be accepted and emended into the text (see Emendations 2.20 B4).

Before they send copy to staff at the TC, editors check to be sure that no features are reported as both alterations and later revisions.

LIST MARKS. After 1850, Thoreau often enters list marks (//) in the margins or next to words, usually botanical names. These are part of his system for arranging information about plants, animals, and natural phenomena into lists and charts, which he probably compiled from 1858 to 1861. Transcribers footnote the list marks, indicating whether they appear on the right or left of the line, but do not copy them (see 2.6); editors discuss the nature and function of the list marks in the Historical Introduction (see 2.27 C); a staff member writes these list marks on the ribbon copy after the editorial and production work on the text are complete. See also USE MARKS and Xs.

MARGINALIA. Transcribers treat all text written in margins, including text written vertically in margins, as interlineation (see INTERLINING). If the position of marginalia is not reproducible in a word-processed document, it is indicated in a footnote. If the marginalia appear to be current, editors record as Alterations (see 2.20 C):

Example:

¶ and all the rest] written vertically in margin and marked for insertion

If the marginalia to be included in the text are not clearly marked or positioned for inserting, write both an Alteration (see 2.20 C) and an Emendation (see 2.20 B4):

Example:

AL: 121.6 until 1776?] ? added in margin
EM: 121.6 until 1776?] ? added in margin with no mark for position

Marginalia that are added later are not included in the text, unless they correct or complete the sense of the on-line text.

“NBs” and question marks added in ink in margin (to be distinguished from a question mark following a word that happens to fall at the end of the line) are generally treated as Later Revisions. In reporting them, use as a key the line or lines beside which the mark appears.

Example:

their regular tails wedgeformed. {drawing} --<en><th>Surprised

to hear a very faint bobolink in the ?

air--the link link once or twice later.--

LR 15.11 to . . . the: ? added in margin

Example:

Snow will soon come in a measure to
?

restore the equilibrium bet night &

day by prolonging the twilight<ep>

LR 310.28-29 Snow . . . &:? added in margin

See NON-TEXT MATERIAL.

MARGINS. See INDENTATIONS and PARAGRAPHS.

MISSPELLINGS. See Emendations (2.20 B2) and SPELLING.

MUTILATIONS OF MANUSCRIPT. If words or letters are missing because the manuscript is torn, cut, or otherwise mutilated, transcribers represent this hiatus by enclosing several spaces in braces. An explanatory note may be added in a footnote. Editors emend with conjectured readings for the missing words, adding possible levels of authority following the entry (see Emendations 2.20 B3). Emended readings are printed in normal type; unrecovered mutilations are reported in the text as {MS torn} or {MS cut}. If the missing material was probably part of a word, do not put a space between the brace and the following letters (e.g., {MS torn}man); if the missing material was probably a separate word, place one space between the brace and the following letters (e.g., {MS torn} man).

Editors report larger mutilations, of one-fifth page or more, in a standard format called a page comment. The page comment appears on a line by itself, within braces and in italic type (although editors should underline, not italicize, this material in the electronic edited text); use ordinal fractions from “one-fifth” to “seven-eighths,” and including halves, thirds, and fourths.

Example:

{One-half page missing}

When it is necessary to comment on several pages or leaves in sequence, describe the situation of each page or leaf in a separate comment, as in *Journal 2* (p. 355):

Example:

{Three-fourths page missing}

{One leaf missing}

See also BLANK SPACE.

NON-TEXT MATERIAL. The manuscript or manuscript volume may contain some of the following materials:

1. Drawings, maps, sketches, or other graphic material.
2. Loose sheets of manuscript, by Thoreau or in other hands; newspaper, magazine, or book clippings; and printed programs or other inserts.
3. Text, especially marginalia, written in a hand other than Thoreau's. This may include notes made by early editors or readers of the Journal manuscripts, by the transcribers for the 1906 edition, or by collectors or librarians. In the case of correspondence, such additional material may include recipients' endorsements.
4. Apparently meaningless flourishes, stray marks, calculations, and other miscellaneous marks not directly related to the immediate text. (see FLOURISHES, STRAY MARKS.)

These materials are treated as follows:

1. Transcribers key "{drawing}" in the appropriate place. (See DRAWINGS.)
2. If not considered Thoreau's text, the material is omitted; editors describe it in a Textual Note and may choose to include a transcription; a description is included in the physical description of the manuscript volume in the Textual Introduction. Editors emend and explain in a Textual Note, if necessary, if the feature is accepted as text but it cannot be reproduced in typography.
3. Transcribers copy the handwriting and identify it as not Thoreau's in a footnote; editors note it for description in a Textual Note and the Textual Introduction (2.28 D), and delete it from ribbon copy and electronic edited text.
4. Transcribers make a footnote for each of these features, unless advised otherwise; editors delete the material. Unusual features of this sort may be described in Textual Notes (see 2.20 A).

PAGE COMMENTS. See BLANK SPACE and MUTILATIONS OF MANUSCRIPT.

PAGE NUMBERS (ELECTRONIC). This is the page number assigned by the computer in the electronic edited text. This number may or may not match the manuscript page number.

PAGE NUMBERS (MANUSCRIPT). This is the number that the TC has assigned to each manuscript page. It is written in brackets at the top left or right of every page on the photocopy of the manuscript. The manuscript page number is NOT Thoreau's page number; Thoreau's page number is considered part of the text. The manuscript page number may or may not match Thoreau's page number. Any references to page numbers for the purpose of locating material within the manuscript should use the manuscript page number; after the text has been set in page proofs, the page numbers on the page proofs should be used. The file names for journal text include the manuscript page numbers (see Transcribing 2.6).

PAGE NUMBERS (THOREAU'S). Thoreau's page numbers are considered to be part of the text; transcribers place them on the first line of the page, on a line by themselves, either in the right or left corner (depending on their placement in the manuscript). These page numbers are never used to keep track of items in the manuscript or as references. See PAGE NUMBERS (Electronic) and PAGE NUMBERS (Manuscript).

PAGINATION IN THE MANUSCRIPT (REFERENCES TO). See Emendations (2.20 B5). When Thoreau's page numbers refer to text in earlier volumes of Journal already printed, the original number is retained and the printed page number follows in braces. When the page number refers to an adjacent passage ("see next page") it is allowed to stand and is explained in a Textual Note; but if Thoreau cites a specific page number in the current volume as a reference ("vide p 47"), the correct page number for the printed volume is supplied, and the change is reported as an Emendation. See CROSS-REFERENCES (Thoreau's).

PARAGRAPHS. Transcribers key each paragraph indentation as a tab. Unusually long indentations are keyed the same way and noted in a footnote. If Thoreau ends a line well before the right margin, suggesting the end of a paragraph, but does not indent the following line, transcribers note "short line" in a footnote and type the following line flush left. Editors will normalize paragraph spacing throughout, including paragraphs Thoreau did not indent. See INDENTATIONS and SPACING.

PARENTHESES. Transcribers copy Thoreau's parentheses as they are. Editors treat them according to the following guidelines:

- If a word, phrase, or passage is enclosed in what appear to be current parentheses, with no alternate reading, retain them and do not report in the apparatus (unless a Textual Note is called for; see 2.20 A).
- If parentheses appear to have been added as part of a later revision, delete them and report them in Later Revisions (see 2.20 D).

- If a word, phrase, or passage is enclosed in parentheses with an alternate reading following on-line, retain the parentheses and both readings as they are, and do not report.
- If Thoreau wrote or inserted “(?)” on line, transcribers key with one space between the parentheses and the surrounding words.
- If a word, phrase, or passage is enclosed in parentheses with an alternate reading interlined, delete the parentheses and report in the Alterations table as an alternate reading (see 2.20 C).

Example:

quickly

MS: Help was (soon) dispatched.
 RC: Help was (soon) @quickly@ dispatched.
 AL: soon] enclosed in parentheses and uncanceled quickly interlined
above
 PE: Help was soon dispatched.

See also Alterations (2.20 C) and ALTERNATE READINGS.

PENCILLED TEXT. Transcribers should include all pencilled material (see INTERLINING) and surround the material with “%” signs. Editors evaluate whether pencilled material is current, and therefore possibly an Alteration, (see 2.20 C) or a Later Revision (see 2.20 D) and treat accordingly.

POETRY. Transcribers copy Thoreau’s poetry as is, ignoring slight variations in the left-hand margins, but following obvious indentations of lines exactly. Editors indent the entire block of poetry one tab and normalize indentation and spacing within the poem. See also INDENTATIONS, SPACING and Appendix F, “Coding for PUP.”

POSSIBLE READINGS IN THE MANUSCRIPT. See Emendations (2.20 B1) and HANDWRITING.

PUNCTUATION. Transcribers follow copy, despite Thoreau’s inconsistencies of usage or errors. The spacing of punctuation should be regularized to one space, even after punctuation which is normally followed by two spaces, but its position relative to other letters or marks should not be changed. Thoreau sometimes begins a line with a mark of punctuation; in such cases transcribers follow copy and editors normalize placement.

Example:

MS, RC: remember for more than twenty years
 . It is almost as indestructible as
 PE: remember for more than twenty years. It is almost as indestructible as

Editors emend only if Thoreau’s punctuation, or lack of it, creates a serious ambiguity. Editors code for sentence endings, if necessary (see SENTENCE ENDINGS and Appendix F, “Coding for PUP”). See

also APOSTROPHES, CANCELLATIONS, CAPITALIZATION, DASHES, HYPHENATED WORDS, HYPHENS, QUESTION MARKS, QUOTATION MARKS, SENTENCE ENDINGS, and SPACING.

In the back matter, all punctuation within and following italicized material is also italicized. Parentheses and brackets that precede or follow italicized material are set in roman type.

Examples:

(Journal 4, p. 254)

interlined (and cancelled) material

QUESTION MARKS. Transcribers key internal question marks, referring to a word or clause within a sentence, as question marks closed to the last preceding letter, adding one space before continuing with the sentence.

Example:

We may well ask, So what? without a loss of self-respect.

A question mark which stands in place of a word for which Thoreau is searching should be treated as a word, with one space on either side:

Example:

I hear my first robin peep distinctly at a distance on some higher trees, oaks
or ? on a high key--no singing yet--

Editors write Alterations if the marks are on-line or current revisions and emend if positioning is uncertain.

Examples:

(?)
MS: in 1684
^
RC: in 1684 ^(?)^
AL: 116.3 in 1684 (?)] (?) interlined with a caret
PE: in 1684 (?)

If the question mark is a later revision, it should not be recorded as an Alteration (see LATER REVISIONS).

See also PARENTHESSES and SENTENCE ENDINGS.

Transcribers write footnotes describing question marks written in the margin (see MARGINALIA); editors determine whether these should be included in the on-line text.

QUOTATION MARKS. Transcribers copy quotation marks as they appear, normalizing unusual spacing or placement by allowing for the strong right-hand slant of Thoreau’s writing, but not changing their position in relation to other letters or marks of punctuation. Editors emend only if Thoreau’s quotation marks, or lack of them, create a serious ambiguity (see Emendations 2.20 B4).

Examples:

MS: the way .”
RC, PE: the way.”

MS: the way”.
RC, PE: the way”.

Open quotation marks preceding the first line of inset poetry will be printed flush with the following lines, not hanging, regardless of their position with respect to the block of poetry in the manuscript. (For an example, see *Journal 1*, pp. 6 and 7).

Transcribers should set their word processing options to use smart quotes (curved quotation marks). Smart double and single quotes should be used for quotations; transcribers should footnote when the open or close quotation mark is missing. Smart single quotes should also be used for apostrophes; when typing an initial apostrophe, transcribers should insert a close single quotation mark (as the program will automatically select an open mark in the initial position). Primes and double-primes (straight quotation marks) should be used for dittos and for inch and foot abbreviations, and should be inserted as special characters.

QUOTATIONS. Transcribers copy Thoreau’s quotations of other authors literally, following his spelling, punctuation, spacing, and indentations. Before the source is known, editors record Alterations and possible Emendations, and add to the Annotation any useful information about the quotation’s identity or probable source (see Annotations 2.16, Emendations 2.20 B, Alterations 2.20 C). When the source has been identified, editors review for further emendation. See also POETRY.

REVISIONS. See CURRENT REVISIONS and LATER REVISIONS.

SENTENCE ENDINGS. Transcribers follow Thoreau’s irregular ending and spacing of sentences, normalizing the placement of punctuation by allowing for the strong right-hand slant of his handwriting, but not altering the relative positions of punctuation and text (see also APOSTROPHES and QUOTATION MARKS). Editors emend only if Thoreau’s punctuation, or lack of it, creates a serious ambiguity (see Emendations 2.20 B). Irregular ending and spacing of sentences are normalized as follows:

<u>En or word space</u>	<u>En plus thin space</u>	<u>Em space</u>
end. This	end This	end this
end? This	end. this	
end! This	end-- This	
end, This	end-- this	
end. (This	end.-- This	
end.) This	end’ This	

end. [This
end.] This

end (This
end) This
end) this
end.) this
end-- (This
end-- (this
end. (this
end [This
end] This
end. &
end. 200 (any Arabic or Roman numeral)
end-- 200
end. (200
end. v. p. 200

When Thoreau uses ending punctuation in the middle of a grammatical sentence, that end mark should be treated as if it were an interior mark of punctuation (such as a comma), to be followed by a regular, uncoded word space.

Example:

Made a fire on the south side of the pond. using--canoe birch bark & oak leaves for kindlings.

Sometimes Thoreau ends a sentence with a mark of punctuation not appropriate for a sentence ending, such as a comma. Because Thoreau's handwriting is more precise in earlier manuscript volumes of the Journal, in Journal 1 through Journal 8 such a mark has generally been treated as if it were an ambiguous ending mark of punctuation, to be followed by a coded space.

Example:

--there is a danger that it will go out,<en><th>How much dry wood ready for the hunter inviting flames--is to be found in every forests--dry bark fibres

Thoreau's handwriting becomes less precise in the later Journal, so from Journal 9 on an ambiguous ending mark should be approached differently: when Thoreau ends a sentence with a mark of punctuation not appropriate for a sentence ending (such as a comma), that mark should be construed as a period.

Example:

RC: --there is a danger that it will go out [comma-shaped mark] How much dry wood ready for the hunter inviting flames--is to be found in every forests--dry bark fibres

PE: --there is a danger that it will go out. How much dry wood ready for the hunter inviting flames--is to be found in every forests--dry bark fibres

See also QUESTION MARKS.

Editors should keep in mind the Thoreau Edition's general principle of minimal editorial interpolation,

and should use <en><th> only when there is compelling reason to do so, keeping the following guidelines in mind:

- Do not use <en><th> between a period (or a dash or a period plus a dash) and a clause (subordinate or coordinate) that continues the sentence and that begins with a lower-case letter;

Examples:

Both of these prob. 2 or 3 days at most.--but all weeds are wholly or partially drowned.

A winter road I think they called it.--for this is the first kind of road made in there--a road passable only when Covered several feet deep with snow & ice.

- Do not use <en><th> between a period (or any other punctuation mark) and a sentence element that continues the sentence and that begins with a lower case letter;

Examples:

Why should they decay so soon? like skink cabbage leaves

This day itself has been the great phenomenon--but will it be reported in any journal?--as the storm is & the heat?

- Do not use <en><th> preceding an upper-case word that introduces a subordinate clause or a sentence element that continues the main sentence;

Examples:

Passing over Tuttle farm--only one field removed from the turnpike--where various kinds of tall rank weeds are rampant half concealing the lusty crops--Saw ground which has only been cultivated twice before where turnips & algae (?) contend for places--fire-weeds (senecio) thoroughwort--

From him I learned that blackberries & raspberries--& Mt maples &c came in with clearings & burnings--That there were very few before--

They have a hard time of it--When a a cake half a dozen rods in diameter & nearly 2 feet thick is floated & blown against them.

I was struck, in favorable lights, with the jewel-like brilliancy of the sawed ends thickly bedewed with crystal drops of turpentine.--thickly as a shield--As if the Dryads? Oreads--? Pine-wood nymphs had seasonably wept there the fall of the tree--

- Use <en><th> to precede a coordinate clause when the clause begins with a capital letter;

Examples:

The eye is very much deceived when standing on the brink--<en><th>And one who had only surveyed a brook so would be inclined to draw a succession of pretty regular serpentine curves--

Most indeed were slanted slightly upward--rising about 1 foot in going 4--& in like manner they were streaming from the South rail over the water. I know not how far--<en><th>And there were the spiders on the rail that produced them similar to those on the water.

- Use <en><th> to precede a sentence element/fragment beginning with a capital letter when the element/fragment can stand alone, with its subject or verb understood.

Examples:

The conspicuous & handsome bluish masses of A puniceus erect or fallen stretch in endless rows along the brook--often as high as your head--<en><th>Sometimes make islands in the meadow.

The white maples toward Ball's hill have a burnt white appearance--<en><th>The white oak a salmon color & also red--

- Use <en><th> to separate parts of a dialogue (real or implied) that T is reporting when either a dash or a capital letter is used to separate the speakers..

Examples:

Chesuncook after long deliberation and often repeating the name--for it gave much trouble--Tahmunt thought meant a place where many streams empty in--& he enumerated Penobscot--Umbazookskus--Cusabexsex--Red Brook &c--<en><th>Caucomgomoc? What are those large white birds he asked--<en><th>gulls--<en><th>ugh gull-lake--<en><th>Pammadumcook Joe thought meant the lake with gravelly bottom or beds. [see *MW* p. 141]

Went into a batteau manufactory--<en><th>said they made knees of almost anything.--<en><th>That they were about worn out in one trip up river. Were worth 14 or 16 dollars lumber being high.<en><th>weigh 300? just made--though he did n't know exactly about it.<en><th>long spike poles--with a screw in the spike to make it hold.<lt>

- Use to separate parts of a dialogue (real or implied) that T is reporting when no dash or capital letter is used to separate the speakers.

Example:

I see that Walden is open today first.<en><th>& F. H. P will open by day after tomorrowno--v Ap 4th

- Do not use <en><th> for list-type material, whether or not an item begins with an upper-case letter.

Example:

They have even infringed fatally on White Pond--On the South of F.H. Pond--shaved off the top-knot of The Cliffs--The Colburn Farm--Beck stows--&c &c--

Regarding the use of <en><th> preceding “&”:

- In general, do not use <en><th> before an ampersand; exceptions may be made on an individual basis. Use a word space when the ampersand follows a period; when the ampersand follows a dash, close it up to the dash.

Examples:

This I concluded was the shadow of another part of the mt. & it suggested that in like manner what on the surface of the moon is taken for water--may be shadows.

Now since the thaw this bridge, I see, has melted & fallen in leaving a ravine some 10 feet wide & much longer--which now may go on increasing from year to year without limit. & thus the sand is ravished away.

I have provided my little snapping turtle with a tub of water & mud--& it is surprising how fast he learns to use his limbs & this with the yolk still trailing from him world.

Regarding the use of <en><th> following time of day (AM, PM):

- Use <en><th> when the time of day is followed by a sentence with subject or verb either present or implied.

Examples:

Am<en><th>Water 4 3/4 inches above truss

Pm<en><th>Sail down to the Grt. Meadows--

- Do not use <en><th> when the time of day is followed by a preposition, whether lower- or upper-case, indicating direction.

Examples:

Pm To Old Carlisle Road.

Pm Down the river bank--

Pm With Minott Pratt into Carlisle.

The following examples (from J9) may help illustrate how the above guidelines are applied to various situations.

The winter green--the great leaved pyrola--the shin leaf--the rattlesnake plantain & the Lycopodiums--<en><th>I see where probably rabbits have nibbled off the leaves of the winter green--

At 9 Am sun comes out.<en><th>rather warm--sunlight peculiarly yellow & spring-suggesting.

Brown or reddish brown above--White beneath--fur slate. above & beneath tail also darker above light beneath--feet white--hind legs longest say 1 1/4 inches long--fore 3/4. hind foot more than 3/4 inch long--5 toes on hind feet 4 on front--with rudiment of thumb--without claw with little white protuberances on the soles of all--ears large almost bare thin slaty colored--5/8 inch long on outside.

Mts in horizon dark blue. the wooded parts--with snow below & between--

Clear but very cold & windy for the season--Northerly wind--smokes blown off Southerly--
<en><th>Ground frozen harder still--<en><th>But prob. now & hereafter--what ground freezes at night will in great part melt by mid. of day--

Clear cold & windy--<en><th>Thermometer at 7°+ at 7 1/2 Am.

Still clear & cold--& windy--<en><th>No thawing of the ground during the day.

Examined with glass some fox-dung? from a tussock of grass amid the ice on the meadow<en><th>It appeared to be composed--2/3 of clay--& the rest a slate-colored fur & coarser white-hairs black tipped--too coarse for the Deer-Mouse--was it that of the rabbit? This mingled with small bones--<en><th>A mass as long as one's finger.

Still cold & clear--<en><th>Ever since the 23d inclusive a succession of clear but very cold days--in which for the most part it has not melted perceptibly during the day--

Yet northern farmers complain that the Deer-mouse gnaws young fruit trees &c may be so.

Thoreau's combined comma-dash and period-dash are printed as --, --. or ,-- .-- if the elements are separate, but normalized to a dash if they are touching. An oddly formed period (vertical stroke that resembles a comma) is construed as a period if context strongly suggests this is an end mark. In instances where a punctuation mark and dash appear to share the same space (-!, -?-, -"-, --, -;- , -:-, -'-), placement of the two elements is normalized: the punctuation mark precedes the dash. If these oddities have resulted from current revision, editors write an Alteration. If it can be determined that one mark is intended to cancel or replace the other, the altered version is printed and editors report the change in an Alteration (see 2.20 C).

Editors mark in the ribbon copy anything other than a single word space, and add the appropriate code (<en><th> or) to the electronic edited text (see Appendix F, "Coding for PUP").

Here is a sample of text, as printed:

This is a normal sentence, with terminal punctuation.
The next sentence begins with a capital letter. Some sentences have no terminal punctuation. Some sentences end only in a dash— They may be followed by normal sentences. but the next sentence will begin with a lower-case letter. Finally, some sentences have no terminal punctuation and their successors start with lower-case letters.

SEQUENCES OF ENTRIES. Transcribers copy Thoreau's incorrect or disorderly sequences of entries; depending on the degree of confusion caused by the misordering, editors may or may not emend (see Emendations 2.20 B). Running heads throughout the printed volume will provide correct and uniformly styled dates.

SHORT TITLES. See also ABBREVIATIONS (Editors'). Short titles of sources used by the TC usually appear in introductions and in the Annotations headnote, Textual Notes, and Cross-References to Published Versions. If a reference work or other document is cited three or more times in a given section of apparatus, a short title is used, and the full citation is given in a headnote, footnote, or endnote. Short titles of sources used by Thoreau are found in the annotations themselves, with a full citation in the bibliography; every long-titled source used by Thoreau is given a short title. Editors consult Appendix H, "Master List of Abbreviations and Short Titles," to determine whether a short form has already been established for the title to be abbreviated. If not, editors recommend to the TC a short title to be used in the volume and added to the "Master List."

SPACING. Any unusual spacing is noted in a footnote. Vertical spaces that are less than one-fifth of the manuscript page are normalized to a single blank line. Larger amounts of blank space are described in braces: {One-fifth page blank}, using ordinal fractions from "one-fifth" to "seven-eighths."

For horizontal space, transcribers follow copy if space seems to be holding the place of a word or has some other special significance; otherwise normalize. If editors decide that horizontal space has some significance, normalize to 4 em spaces; otherwise delete space and close-up to a single word space (<en>).

Thoreau's spacing of certain punctuation elements is irregular, owing to the slant of his handwriting. See APOSTROPHES, DASHES, HYPHENATED WORDS, INDENTATIONS, QUOTATION MARKS, and SENTENCE ENDINGS.

See also MUTILATIONS OF MANUSCRIPT.

SPELLING. Transcribers copy Thoreau's inconsistent and irregular spellings; editors emend only when misspellings create serious ambiguities (see Emendations 2.20 B2). Variant spellings of proper names are not emended unless the names are unrecognizable; the index to the printed volume gathers variant spellings under a correct heading. Present day standards of spelling must not be applied to Thoreau's practices. Editors record any information about variant spellings or the need for possible Emendations in Textual Notes (see 2.20 A).

STRAY MARKS. Transcribers do not copy meaningless stray marks. Editors emend and delete any stray marks that are possibly letters, marks of punctuation, or meaningful symbols (see Emendations 2.20 B).

SUPERSCRIPTS. Transcribers copy superscripts as they appear in the manuscript. Thoreau's abbreviations for ordinal numbers (th, rd, st) in dates or numbers are often underlined and imperfectly formed; in PE pages all superscripts are normalized to on-line, roman type, with consistent spellings. See Samples 3.1-2.

Example:

MS: 2^{ce}, 3rd, 3^d, 4ⁿ, m^t

RC: 2^{ce}, 3rd, 3^d, 4th, m^t

PE: 2ce, 3rd, 3d, 4th, mt

In *Correspondence*, superscripts are not normalized to on-line, roman type.

Example:

MS: 3rd, 3^d, 4ⁿ


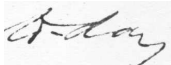
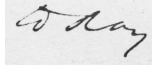
RC: 3rd, 3^d, 4th

PE: 3rd, 3^d, 4th

Superscripts in material quoted by Thoreau are represented as in copy.

TEXT, AMBIGUOUS PLACEMENT OF. See Emendations (2.20 B4).

TODAY, TONIGHT, AND TOMORROW. “Today,” “tonight,” and tomorrow” are keyed as they appear, but transcribers note ambiguous cases in a footnote for editorial examination:

MS:  MS:  MS: 

RC, PE: To night

RC, PE: to-day

RC, PE: today *or* to day

Even when “to” and “day”, “night”, or “morrow” are connected, as in the third example above, they are printed as separate words if they are spaced as far apart from one another as most words in the surrounding text.

TRANSCRIPTION. See 2.5-2.8.

UNCATEGORIZED EMENDATIONS. See 2.20 B9.

UNDERLININGS (EDITORS’). Editors underline (to indicate italics) all descriptive words in Alterations, Emendations, and Later Revisions, but not the words of the text. See also PUNCTUATION.

Example:

74.5 water] preceded by cancelled blue

If Thoreau has underlined the word in the text, however, the entry should read as follows:

74.5 water] preceded by cancelled blue

UNDERLININGS (THOREAU’S). Transcribers copy Thoreau’s underlinings literally, including those in SUPERSCRIPTS and any double or triple underlinings (a footnote should be made for any features which cannot be duplicated by the word-processing program). Except in cases where the editor is reasonably certain that Thoreau is deliberately emphasizing the root of a word or engaging in some other wordplay, incomplete underlinings for a single word are normalized to include all the letters of that word. For example, print “italics” as “*italics*”, but “hospitalality” as it appears. Thoreau’s underlinings will be printed in italic type (although transcribers and editors use underlining in the electronic edited text), except for underlined abbreviations (e.g., “mt.,” “mts.,” “wht.,” “ap.”). In these cases, whether or not any part of the abbreviation is superscripted, the underlining functions only as a convention confirming the fact that the word is abbreviated, not to emphasize the word or the abbreviation.

Editors emend in the rare instances that cannot be italicized (e.g., underlined Greek words). Double or triple underlinings will be printed in italic type with the number of underlinings reported in an Emendation (e.g., word] underlined twice in MS).

Thoreau occasionally uses a horizontal line resembling an underscore to represent a proper name (e.g., “Mr. _____”). Transcribers follow copy; editors normalize to a four-em baseline rule with word spaces on either side.

UNEMENDED ANOMALIES. Editors do not emend Thoreau’s errors of fact, spelling, or grammar; his inconsistent spelling, capitalization, punctuation, or word-division; or his occasional *lacunae* in words, sentences, or sequences of entries. If these anomalies do not seriously affect meaning, they are transcribed and printed exactly as Thoreau wrote them, without editorial correction or normalizing. If necessary, editors may write Textual Notes to comment on these features, either explaining how they occurred or referring to Thoreau’s treatment of them in later versions. In rare instances, Textual Notes may report an emended reading from the 1906 Journal. See also ABBREVIATIONS (Thoreau’s); DATES, DATE AND LOCATION LINES, FOREIGN WORDS, and SEQUENCES OF ENTRIES.

UNHYPHENATED END-OF-LINE SYLLABLES IN THE MANUSCRIPT. See Emendations (2.20 B6).

USE MARKS. Thoreau drew use marks vertically through passages after revising or copying them. Transcribers do not copy these; they will not appear in the printed text. H.G.O. Blake also drew use marks, often in dark blue pencil, through passages he printed as selections from the Journal. Transcribers do not copy. Editors should take note of these marks and investigate possible cross-references that their presence might imply (see Historical Introduction 2.27 C). A staff member writes these use marks on the ribbon copy after the editorial and production work on the text are complete. See also LIST MARKS.

VIRGULES (EDITORS’). Virgules used in apparatus and introductions to indicate line ends are preceded and followed by one word space.

Example (*Journal 4*):

AN 178.15-20 In . . . I.: Allusion to and partial quotation of Sir Walter Scott, *The Lady of the Lake*, V, x, 6-9. Fitz-James and Roderick Dhu are Saxon and Gaelic chieftans, respectively, who meet in combat. Describing Fitz-James, Scott writes, "His back against a rock he bore, / And firmly placed his foot before:-- / 'Come one, come all! this rock shall fly / From its firm base as soon as I.' "

VIRGULES (THOREAU'S). Virgules used by Thoreau to separate phrases are transcribed with one space preceding and one space following. Usually, spaces are retained in the printed text, but editors may choose to close up based on context.

WORD DIVISION. See HYPHENATED WORDS.

Xs. When Thoreau uses "x" to mean "by" (as in 4" x 4"), it is regularized to lower case. In his lists of and references to plants, Thoreau used "X"s to indicate the condition of a plant when he observed it. In two places in *Journal 5* (pp. 131 and 252), he indicates that one "X" means "observed in good or very good season" and two "X"s means "observed early or very early." In later volumes he uses three "X"s as well.

Transcribers copy these "X"s, normalizing to capital "X" and preceding and following each instance of "X", "XX", or "XXX" with one space. Editors treat "X", "XX", and "XXX" as though it were one word, regularizing space as follows, depending on the location of the plant name:

Within a sentence

plant name X word

word X plant name

word--X plant name

plant name X--word

plant name--X--word

plant name? X word (the case in which T questions his observation)

At the beginning of a paragraph

¶X Plant name

At the beginning of a sentence

word--<en><th>X Plant name

word. X Plant name

word. X<en><th>Plant name

word<en><th>X Plant name

word. X. Plant name

At the end of a sentence

plant name X. Word

plant name. X<en><th>Word

plant name X<en><th>Word

plant name--X<en><th>Word

plant name X--<en><th>Word

plant name. X. Word