

Due Dates:

The next drafts of your annotations are due on **May 7 by midnight**. **All class members read all annotations.**

On May 11, we will meet at 9-1 in the lab, as usual to have another discussion of the annotations. Afterwards, we'll have lunch together. Please let me know if you CANNOT attend the lunch.

Final annotations are due on May 18 by 5pm.

Style and Format

- use standard U.S. spellings in your annotations, such as sulfur, mold, etc. Please note that the GD manuscript translations are inconsistent in this regard, but please correct it in your annotations.
- Use fol. as the abbreviation for “folio,” and cite the number of your folio with no zero before the first number, eg, fol. 34, NOT fol. 034
- We are using author-practitioner as the term to describe the writer of the manuscript.
- Footnote style should METICULOUSLY follow the Chicago Manual of Style: http://www.chicagomanualofstyle.org/tools_citationguide.html
- If you cite your field notes, please cite by name, date, and topic.
- Please include a bibliography at the end of your annotation, as well as the full bibliographic information in the first footnote, in accord with the citation guide above.
- Footnotes should contain citations of all sources, and, additionally can contain discussions of process or learning experiences that would be too disruptive to narrative flow to put in the body of the text.
- If you are in doubt about whether to include a block of text from the manuscript, or a full description of your process of experimentation or learning process, I would encourage you to include it (probably in a footnote). It is easier to erase it later than for us to hunt it down when we come to edit all the annotations. At the same time, your annotation should function like a mini research essay, so must be driven by a narrative flow, so you'll have to be judicious about what to include.
- Your text must contain Figure numbers and placements. Wherever an illustration, video, or other such item should appear, you must add a figure number in square brackets, with a short identifying title, e.g. [Fig. 1: sulfur cast experiment, Buddha]. Do use illustrations liberally. Rather than embedding your images in the text (as we once thought we would ask you to do), please provide a hyperlink along with each figure number placement in the text. See below for hyperlinking instructions.

Naming your files

Students should be following the naming protocols for their annotation files and image files:
<https://making-and-knowing.wikischolars.columbia.edu/Digital+Protocols>

Please title your annotation in its google document file as follows:

"AnnotationFall2015_your name(s)_manuscript folio number (if appropriate) OR subject" so a title would look like this: AnnotationFall2015_MarrisPope_118v

Each image file must be titled to be keyed to the annotation and titled with the appropriate figure number, e.g., AnnotationFall2015_MarrisPope_118v_fig1

List of Illustrations

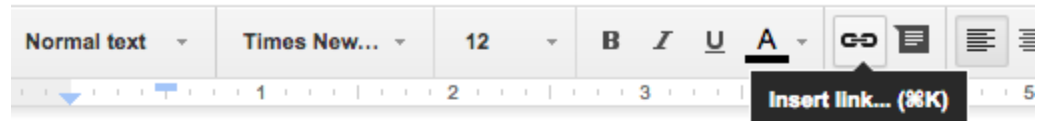
A list of illustration titles that includes full captions for each illustration. A caption should provide 1) the title of the image 2) the author or creator, 3) the full bibliographic or museum information on the object depicted (if appropriate) 4) ownership and copyright info (if appropriate) 5) contain a description of the object, book, video, graphic or whatever, and make clear why it is included in the essay. Illustrations don't just illustrate, they also help you make your argument, so I've always believed in quite discursive captions. Tell the reader why they are looking at this image and how it functions in your argument. Pointers to the readers can also be included, such as "notice the discoloration of the sulfur in the lower right side of the"

HYPERLINKING IMAGES:

Please, make a hyperlink to each of the images in your annotation.

How to link:

- 1) Make sure that you have correctly labeled all of your images and that you have used the protocol on the wiki (and in this document).
- 2) Go to the part of your annotation that mentions the image (e.g. "AnnotationFall2014_KatzCarlson_118v_fig1")
- 3) Highlight the file label and click the hyperlink button, as you see in the image below (N.B. the image label in this picture doesn't correspond to the naming conventions established above):

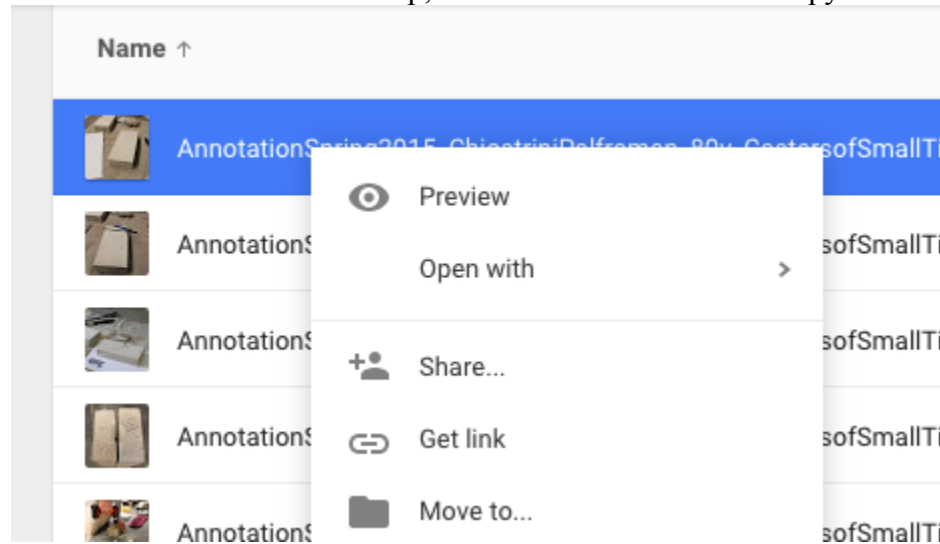


casters are those “which the sharpening stones or barber’s files are made” and
The slate samples that we obtained displayed a fine texture with a high-level
throughout. Other examples of stone molds also display a “close-grained...
texture.”¹⁰ Based upon these observations, we decided to use two types of co
finest texture we could find, namely, limestone and soapstone.¹¹

When we commenced carving it quickly became clear that stone is a
manipulate, especially when attempting to perform precise carving.

[Fig1_LimestonePreCarving.jpg] [Fig2_SoapstoneEarlyCarving] At first, o
especially when we utilized limestone. The relatively simple design we cho
took over 3 hours to complete.¹² This lengthy production time can partially

4) Go to your Google Drive folder of images and right click on the image to which you want to link. In the menu that comes up, click “Get Link” and then copy the link that is produced.



5) Paste this link into the box that was opened when you clicked on the 'Insert Link' button in your annotation.

6) That's all!