| **Metadata** | |
| --- | --- |
| **Language name:** Provide the name of the language(s), with common alternative names |  |
| **Language area:** In which area (or country) is the language spoken? |  |
| **Contributors:** Who should be identified as author(s) or editor(s) of the collection? |  |
| **Quantity of texts:** How many texts will there be in your collection? |  |
| **Quantity of words:** Please provide a rough estimate of words of the entire text collection. (Please give us the number of words in the translation line, not the number of words in the source language.) |  |
| **Quality of texts:** Which kinds of texts (e.g. genres) will be there in your collection? |  |
| **Curation procedure:** Which criteria were applied to include certain texts and exclude others? |  |
| **Previous collections:** Are there already published texts collections on the language? If so, how does the submitted text collection differ from these? |  |
| **Collection procedure/Ethics:** How were the texts collected? How were the narrators, or the community informed about the intended uses and how did they express their agreement? |  |
| **Editing procedure:** What editing procedures were applied to arrive at the written form of the texts? How does the text collection differ from the primary data? |  |
| **Archive:** Where can users find the primary data on which your texts are based (e.g. audio files, transcripts, facsimiles)? If no such information can be given, please explain why. |  |
| **File formats:** In what format you intend to submit the texts (e.g. ELAN, FLEx, tex, xlsx)? Please note that submissions in docx are discouraged, and submissions in pdf are not possible. |  |
| **Conversion assistance:** Do you require technical assistance in integrating, aligning, or conforming your data? |  |