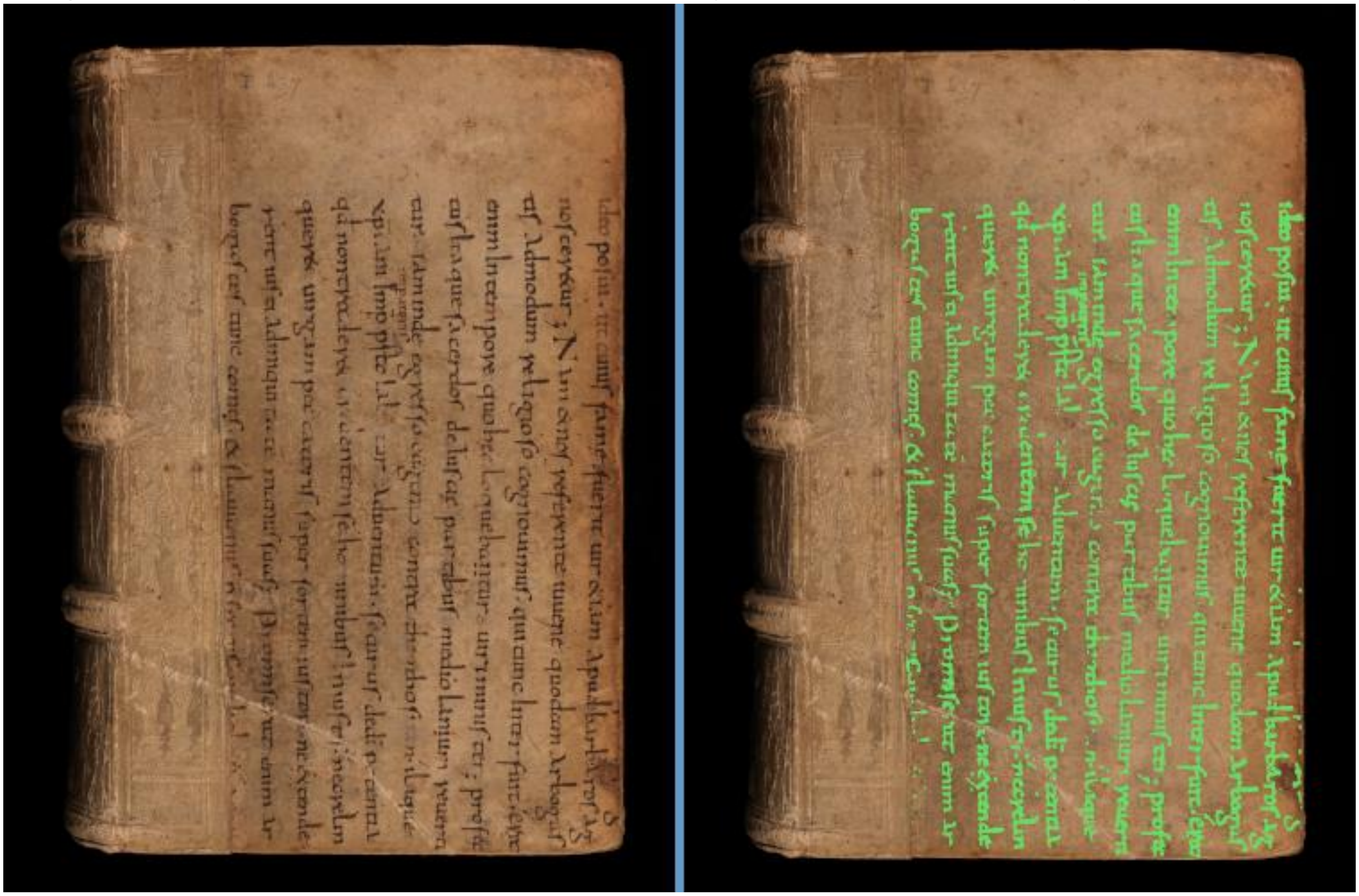
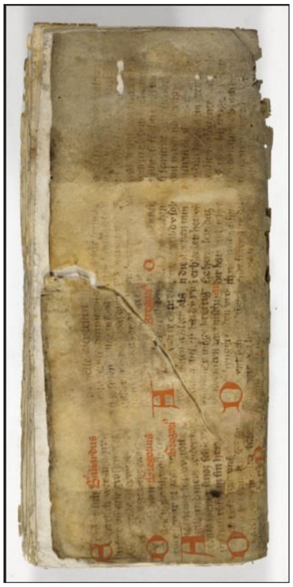
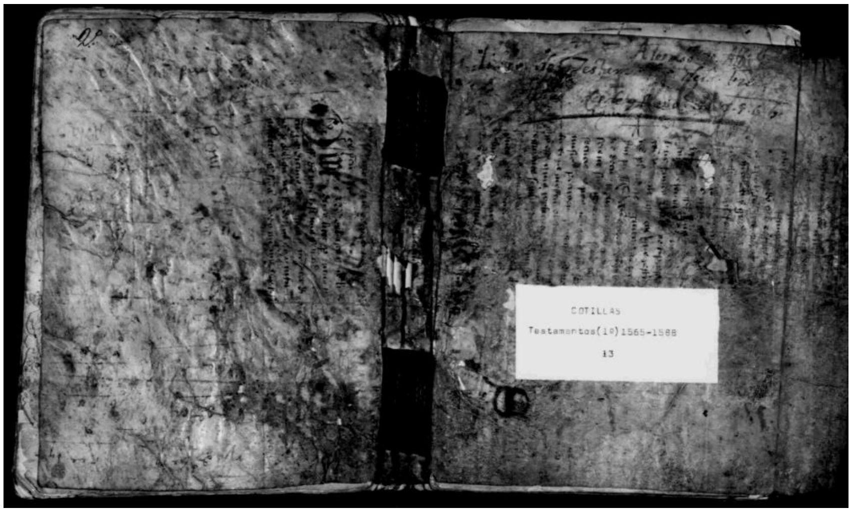
[Classification c1,] "*O*utside c*O*ver reuse"

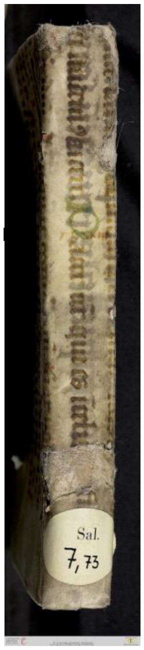
```
<DisplayName> Outside cOver reuse </DisplayName>
<KeyboardShortcut> O </KeyboardShortcut>
<DirectoryName> Outside_Cover_Reuse </DirectoryName>
<AddedFilenameEnding> orc </AddedFilenameEnding>
```

Front cover, back cover, spine, all three. The text/decoration/illumination is visible on the outside cover surface is visible through from the other side. It must be on the codex/book. Limp vellum covers OK, but not wrappers.





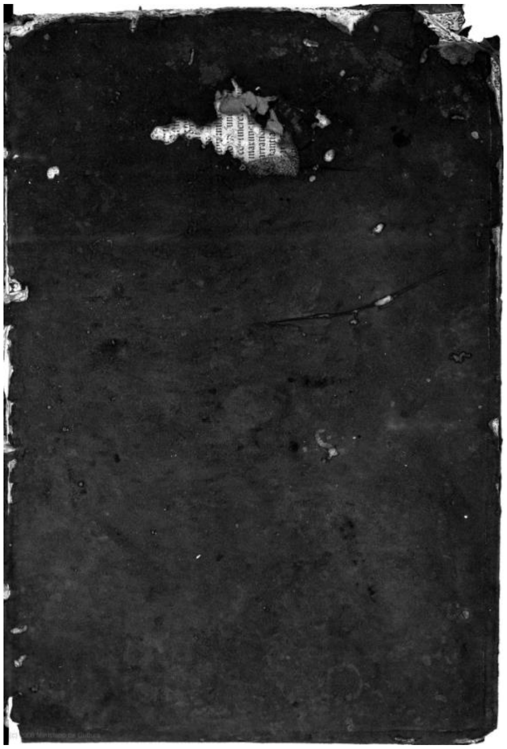


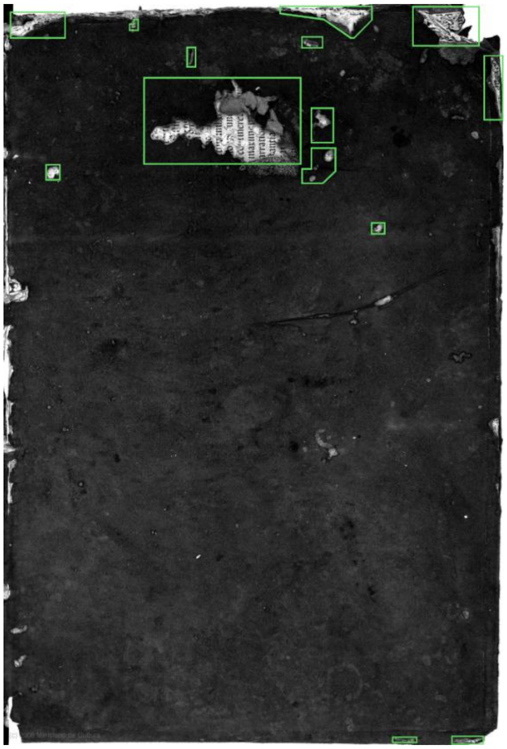


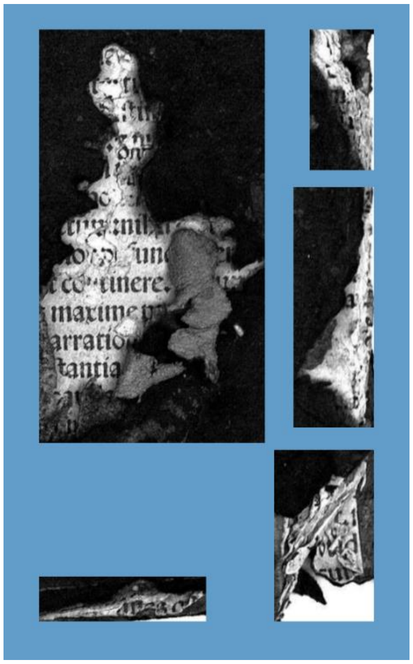
[Classification c2,] "unde*R* coveR Reuse"

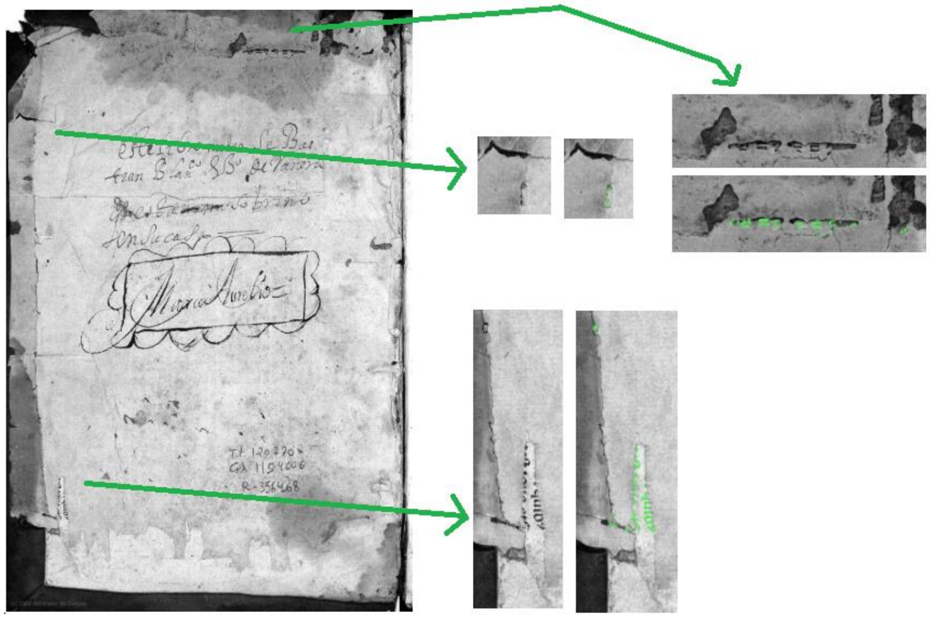
```
<DisplayName> undeR coveR Reuse </DisplayName>
<KeyboardShortcut> R </KeyboardShortcut>
<DirectoryName> Under_Cover_Reuse </DirectoryName>
<AddedFilenameEnding> ucr </AddedFilenameEnding>
```

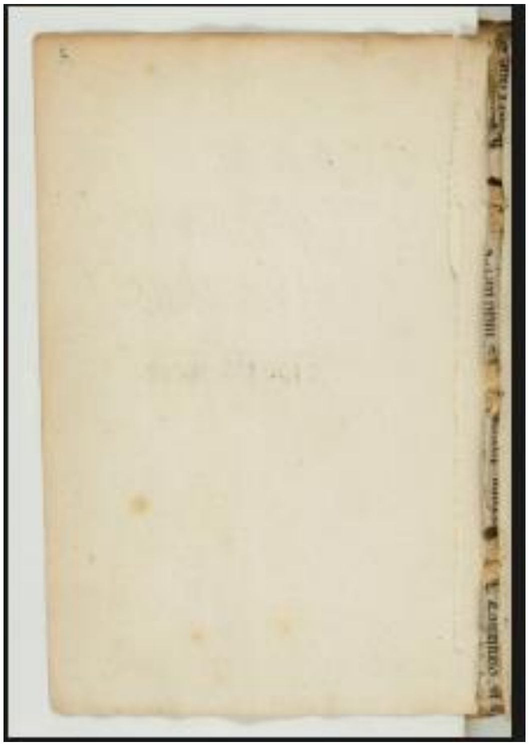
A tear or hole reveals some reuse under the cover or under the paste-down. If it can be determined that this is really reuse protecting the spine, use 's**P**ine Protection reuse'. It is okay to use both of those *for the same piece of reuse*, as long as you DON'T use 'multiple **B**inding reuse classes'. However, if there is such an unsure piece as well as *another* instance of reuse, *do* use 'multiple **B**inding reuse classes' along with the classification(s) of the other class(es).









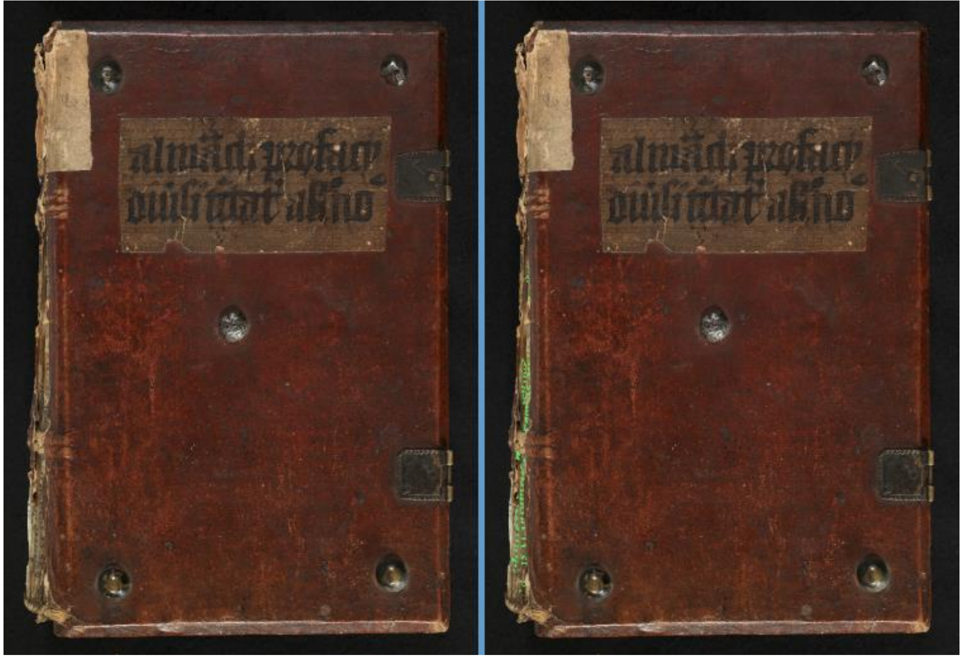


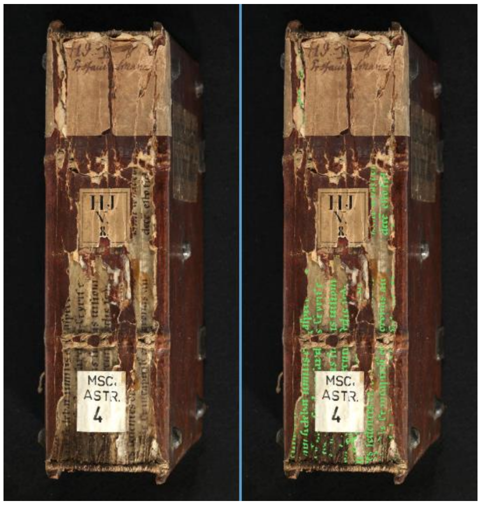
[Classification c3,] "s*P*ine Protection reuse"

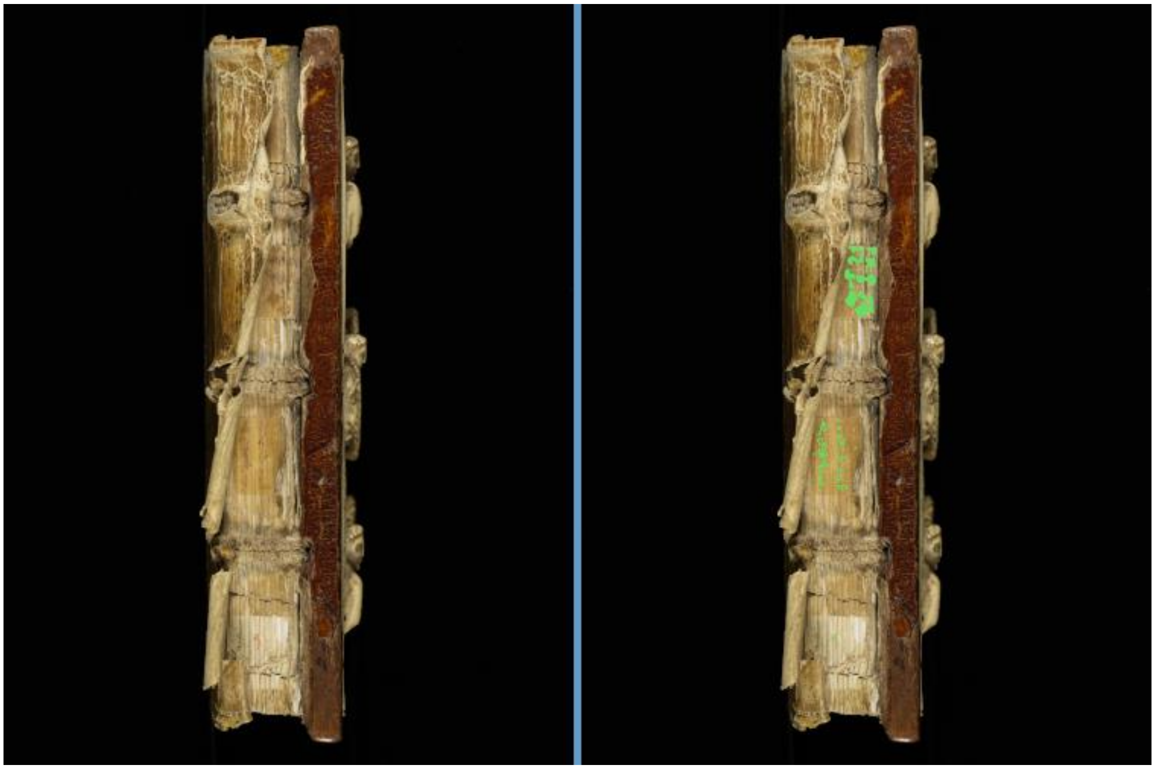
```
<DisplayName> sPine Protection reuse </DisplayName>
<KeyboardShortcut> P </KeyboardShortcut>
<DirectoryName> Spine_Protection_Reuse </DirectoryName>
<AddedFilenameEnding> spr </AddedFilenameEnding>
```

A fragment is reused to protect the spine. In some cases, it also goes around to protect part of the covers; however, if it can be seen as part of a paste-down or flyleaf, do not classify it as 'sPine Protection reuse' *unless* the image of the surface is meant specifically to show the spine. If it can be seen as part of a paste-down or flyleaf and is not part of a spine image, it should be labeled 'Front-back matter reuse'.

Note that these first two surface views are two different views of the same codex.







f

f

font