Title of collection

If any collection bibliographic information needs to go somewhere (e.g. author name, birthdate, etc.,) then it should go here.

Multiple paragraphs are fine to include here.

**PLEASE NOTE**: Do not add line space by hitting “enter” or “return”. There should be a way to do what it is you want with styles instead. In general, please do not format the text unless you are using styles to do so.

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# Example sub-collection 1 (e.g. by author)

### Notes about status of collection.

If there are any notes about the status of the collection, they should go in the above position. They will then appear in the table of contents for easy scanning.

If the collection is split up into multiple authors and there is bibliographic information to include, then those notes should go here.

## Detailed explanation of formatting and annotation

By: Author Name can go here, if desired

### Notes about the status of the story (e.g. needs re-listen, English cleaned up)

They will appear in the table of contents for easy scanning.

Any bibliographic information about the story should go here, like where and when it was recorded, who was there when it was recorded, who edited it, etc.

There can be multiple paragraphs of this style if needed, like if some information needs to be divided up.

One more line of this style for good measure.

* 1. Line of Hul’q’umi’num’ text, spoken in Hul’q’umi’num’.

This should be the translation of the immediately preceding line in English.

If there are any notes about the story at this point that have been previously recorded, for example, a past editor postulating about the meaning of a word, they should be in this style. These appear on occasion after a line.

* 1. Another line of Hul’q’umi’num’ text.

Translation of the immediately preceding line in English.

If there is something that you don't know what to do with and you need to mark a note other than with a comment, you should use this style.

Some lines might be in Hul’q’umi’num’ and might not have any translation. Use this style to mark it.

On occasion, the speaker might speak some lines just in English. These do not need a line of English translation after them, but should be marked with the “Text line - English spoken only” style.

What we want to do is note when the speaker is recorded as speaking English and when the speaker is speaking Hul’q’umi’num’.

* 1. If there is an in-line usage of an English word or phrase, then those English words should be marked not manually with italics, but with the style English word in Hul’q’umi’num’ line.

[placeholder]

Note: these are “character styles” and not “paragraph styles”, so the specific words need to be highlighted instead of the whole paragraph automatically having styles applied.

* 1. If the speaker is discussing a reference to a Hul’q’umi’num’ word, (e.g. like saying “this object is called name”, the mention of that word should be marked with Mention of Hul’q’umi’num’ word in Hul’q’umi’num’.

[placeholder]

* 1. Similarly, if there is a word in the English translation in Hul’q’umi’num’ that does not get translated into English, for example, if the speaker is naming something (this item in the story is called), then that should be marked with the style Hul’q’umi’num’ word in English translation.

These above annotations are not strictly necessary, but will be very helpful in future analyses of stories.

Different Speaker: (use this if there is a different person speaking in the story)

* 1. Line of Hul’q’umi’num’.

English translation.

One final note: Please do not hit ‘enter/return’ over and over if you are trying to put space between lines. If there is not space where you want it, please check that you are using the right style.

## Short explanation of formatting and annotation

By: Story Author

### Status about story goes here.

Bibliographic information goes here.

* 1. Line of Hul’q’umi’num’.

English translation of above line.

* 1. Line of Hul’q’umi’num’.

English translation of above line.

Any notes that appear here in the text if they existed before.

Speaker One:

* 1. Line of Hul’q’umi’num’.

English translation of above line.

Notes added indicating that you need advice on what to do.

A line of the text where the speaker only spoke English.

Speaker Two:

* 1. A line of Hul’q’umi’num’ where the speaker said some English words in it.

Translation of that line including the English word.

A line of Hul’q’umi’num’ that has not been translated yet.

* 1. A line of Hul’q’umi’num’ that mentions/talks about a specific word in Hul’q’umi’num’.

English translation talking about that Hul’q’umi’num’ word.

## Story example as it will most likely actually appear

By: Storrie Arthur

* 1. Line in Hul’q’umi’num’.

Line in English.

* 1. Line in Hul’q’umi’num’.

Line in English.

* 1. Line in Hul’q’umi’num’.

Line in English.

* 1. Line in Hul’q’umi’num’.

Line in English.

# Example sub-collection 2

### Notes about the status of the collection.

Collection bibliographic information.

## Story example 3

Author name

### Notes about status of this story

Any bibliographic information about the story goes here.

* 1. Line of Hul’q’umi’num’.

English translation of above line.

* 1. Line of Hul’q’umi’num’.

English translation of above line.