

## Project and Document Analysis

Consider the kind of materials you've chosen to focus on for this project, and consider the nature of the digital publication you are (hypothetically) planning. Then briefly answer the following questions:

1. What are the significant informational features of the documents that will need to be represented?
2. Who is the primary audience? Do they have special needs that can be supported through the encoding of the document?
3. What functions do you want to provide for your audience: what kinds of searching? What kinds of navigation?
4. What are the significant chunks or subdivisions of your documents?
5. List as many as possible of your documents' significant features that you would want to encode, and provide a justification for encoding these features. Think about audience, likely uses of the information, and the balance of cost and benefit.
6. What are the significant presentational features of your document? How much of this information do you consider important to capture?
7. What kinds of regularization of your document—if any—would be useful and appropriate? Would you regularize silently or preserve the original reading? Again, think about audience and probable use (including long-term use) of the data.