

Proposed changes relating to i/j and u/v

by Erin Blake, Deborah J. Leslie, and Manon Thérout

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General observations:

- clarified that while I and V can respectively become j and u when converting case in pre-modern transcriptions, the reverse is not true: the history of the letterforms means that J and U would never become i and v when converting case)
- changed “graph” to “letterform” throughout the text (also changed “letter form” to “letterform” throughout, per Webster’s)
- moved the part about Gothic I and V looking like J and U from the “capitalization and conversion of case” section to the “Letters, diacritics, and symbols” section because transcribing gothic “J” as I and gothic “U” as V relates to “in general, transcribe letters as they appear” and not to conversions of case, and added a made-up example. The prize for finding a real example is getting to be a DCRM editor.
- added example of “f” in a title where “f” and “fs” also appear (to illustrate the point about converting earlier forms of letters to their modern form) but it’s graphic material, so other modules will need to find an example in the relevant format if they want to keep it (or make do with a graphics example)

Additions underlined (no deletions):

0G1.1. Letters and diacritics. In general, transcribe letters as they appear. Do not add accents and other diacritical marks not present in the source. Convert earlier forms of letters and diacritical marks to their modern form (see Appendix G2). If the source uses a gothic typeface that does not distinguish between uppercase I and J or between uppercase U and V, and there is no need to convert the letters to lowercase (see 0G2.2), transcribe them as I and V respectively, even though the actual letterforms will more closely resemble a modern J and a modern U (see Appendix G4.1). In most languages, including Latin, transcribe a ligature by giving its component letters separately. Do not, however, separate the component letters of æ in Anglo-Saxon; œ in French; or æ and œ in ancient or modern Scandinavian languages. If there is any doubt as to the correct conversion of letters and diacritical marks to modern form, transcribe them from the source as exactly as possible.

Source:

Fun upon Fun, or the first and second part of Mifs Kitty Fishers Merry thought

Transcription:

Fun upon fun, or, The first and second part of Miss Kitty Fishers merry
thought

Source:

Unspotted Jacob

Transcription:

Vnspotted Iacob

(Comment: Source uses a gothic typeface that does not distinguish between
the letterforms I/J or the letterforms U/V)

Changes shown with strike-through and underline:

0G2.2. Letters ~~i/j~~ and ~~u/v~~. Letterforms I, V, i, j, u, and v. If the rules for capitalization require converting the letters ~~i/j~~ or ~~u/v~~ to uppercase or lowercase I or V to lowercase, or i, j, u, or v to uppercase, follow the pattern of usage in the publication being described text to determine which letterform to use in the transcription.⁸ ~~If the source uses a gothic typeface that does not distinguish between the letters i/j or the letters u/v, transcribe the letters as i and v respectively.~~

⁸ For information on early printing as it pertains to the transcription of ~~i/j~~ and ~~u/v~~ I, J, U, V, i, j, u, and v, and guidance on how to determine the pattern of usage, see Appendix G4. If any ~~of the letters is transcribed~~ letterform within the first five words of the title proper ~~in converted form~~ has been converted from I to j, from j to I, from V to u, or from u to V, provide additional title access using alternative forms of the title proper as needed (see Appendix F).

Same text, but with proposed revision only for ease-of-viewing:

0G2.2. Letterforms I, V, i, j, u, and v. If the rules for capitalization require converting I or V to lowercase, or i, j, u, or v to uppercase, follow the pattern of usage in the text to determine which letterform to use in the transcription.⁸

⁸For information on early printing as it pertains to the transcription of **I, J, U, V, i, j, u, and v**, and guidance on how to determine the pattern of usage, see Appendix G4. If any letterform within the first five words of the title proper has been converted from **I** to **j**, from **j** to **I**, from **V** to **u**, or from **u** to **V**, provide additional title access using alternative forms of the title proper as needed (see Appendix F).

Changes shown with strike-through and underline:

APPENDIX G. EARLY ~~LETTER FORMS~~ LETTERFORMS AND SYMBOLS

G1. Introduction

This appendix provides guidance for transcription of archaic letterforms and characters ~~forms~~, including marks of punctuation, and archaic conventions of contraction.

Changes shown with strike-through and underline:

G2. Early ~~letter forms~~ letterforms and symbols

According to the instructions for transcription in rule 0G1.1, earlier forms of letters and symbols are converted to their modern forms.

Early letter forms <u>letterforms</u> and symbols

Changes shown with strike-through and underline:

G4. ~~Letters i/j and u/v~~ Letterforms I/J, U/V, i/j, and u/v

G4.1. Historical background. Some knowledge of the history of printing as it applies to the letters ~~i/j and u/v~~ I/J, U/V, i/j, and u/v is helpful when applying the provisions of 0G2.2.

Until the early seventeenth century, the standard Latin alphabet contained 23 letters. The letters we know as **i** and **j** were considered different minuscule shapes (or graph letterforms) of the same letter, as were the letters **u** and **v**. The letter **w** was not part of the standard Latin alphabet. A printer's choice for the **u** graph letterform in preference to the **v** graph letterform (or the **i** to the **j**) depended on its placement in a word and was governed by convention. Conventions varied somewhat from printer to printer, but often reflected national and regional preferences. While there were variant graphs letterforms for lowercase letters, in the pre-modern distribution there was only one graph letterform for each of these letters used as capitals: **I** (with the gothic form resembling a modern **J**), and **V** (with the gothic form resembling a modern **U**). For example, **Jacob** = Iacob; **Unspotted** = Vnspotted (capitalized as the first word of a title).

Changes shown with strike-through and underline:

G4.2. Transcription. As instructed in rule 0G2.2, when the rules for capitalization require converting ~~i/j or u/v to uppercase or lowercase,~~²⁶ I or V to lowercase, or i, j, u, or v to uppercase the cataloger is to follow the pattern of usage in the publication being described the text to determine which letterform to use in the transcription.* Establish the pattern of usage by examining text in the same typeface (i.e., roman, italic, or gothic) in the publication being described. ~~Identify examples of i, j, u, and v having~~ Look for letters expressed in the opposite case from the letterforms to be converted, but having the same function (vowel or consonant) and same relative position (appearing in initial, medial, or final positions) as the letters to be converted. Begin by examining the remainder of the title page and then, if necessary, proceed to examine the body of the text in other parts of the book in the same typeface. If the pattern of usage cannot be determined within a reasonable amount of time, use this conversion table as a solution of last resort.

²⁶ An uppercase **J** or **U** in the source usually signals a modern distribution, in which that i and j are functioning as separate letters, requiring no special consideration of I, J, i, or j while converting case in text with that typeface. Likewise, an uppercase **U** in the source usually signals that as are u and v are functioning as separate letters, requiring no special consideration of U, V, u, or v while converting case in text with that typeface.

Same text, but with proposed revision only for ease-of-viewing:

G4.2. Transcription. As instructed in rule 0G2.2, when the rules for capitalization require converting **I** or **V** to lowercase, or **i**, **j**, **u**, or **v** to uppercase, follow the pattern of usage in the text to determine which letterform to use in the transcription.²⁶ Establish the pattern of usage by examining text in the same typeface (i.e., roman, italic, or gothic) in the publication being described. Look for letters expressed in the opposite case from the letterforms to be converted, but having the same function (vowel or consonant) and same relative position (appearing in initial, medial, or final positions) as the letterforms to be converted. Begin by examining the remainder of the title page and then, if necessary, proceed to examine the body of the text in other parts of the book in the same typeface. If the pattern of usage cannot be determined within a reasonable amount of time, use this conversion table as a solution of last resort.

²⁶ An uppercase **J** in the source usually signals that **i** and **j** are functioning as separate letters, requiring no special consideration of **I**, **J**, **i**, or **j** while converting case in text with that typeface. Likewise, an uppercase **U** in the source usually signals that **u** and **v** are functioning as separate letters, requiring no special consideration of **U**, **V**, **u**, or **v** while converting case in text with that typeface.

Changes shown with strike-through and underline:

G5. Letter w

G5.1. Historical background. The representation of the letter **w** is not to be confused with the developments of the **u/v** ~~graphs~~ letterforms. The **w** ~~graph~~ letterform was part of the standard alphabet for Germanic languages.

Changes shown with strike-through and underline:

G5.2. Transcription. When **VV** and **vv** ~~graphs~~ letterforms have been used to represent the single letter **W** or **w**, transcribe them as **VV** or **vv** as appropriate. When there is clear evidence of the filing of one or both pieces of type showing the intention of creating the **W** or **w** ~~graph~~ letterform, transcribe as **W** or **w**, making an explanatory note, if considered important. In cases of doubt, transcribe as **VV** and **vv**. When separate **rv** ~~graphs~~ letterforms have been used by the printer to approximate the single letter **W** or **w**, transcribe as **W** or **w**, making an explanatory note, if considered important (see 0G7.2).