

# wardproject.org/transcribe

1. Choose your letter
2. Create your transcription
3. Save your transcription



To see the full list of letters, or just transcribe a letter at random, navigate to [wardproject.org](http://wardproject.org) and click Participate or hover over it.

## The Ward Project

Latest news and onsite collection availability status

Between 1862 and 1906, Ward's Natural Science Establishment was the pre-eminent supplier of specimens to museums, colleges, and universities around the world.



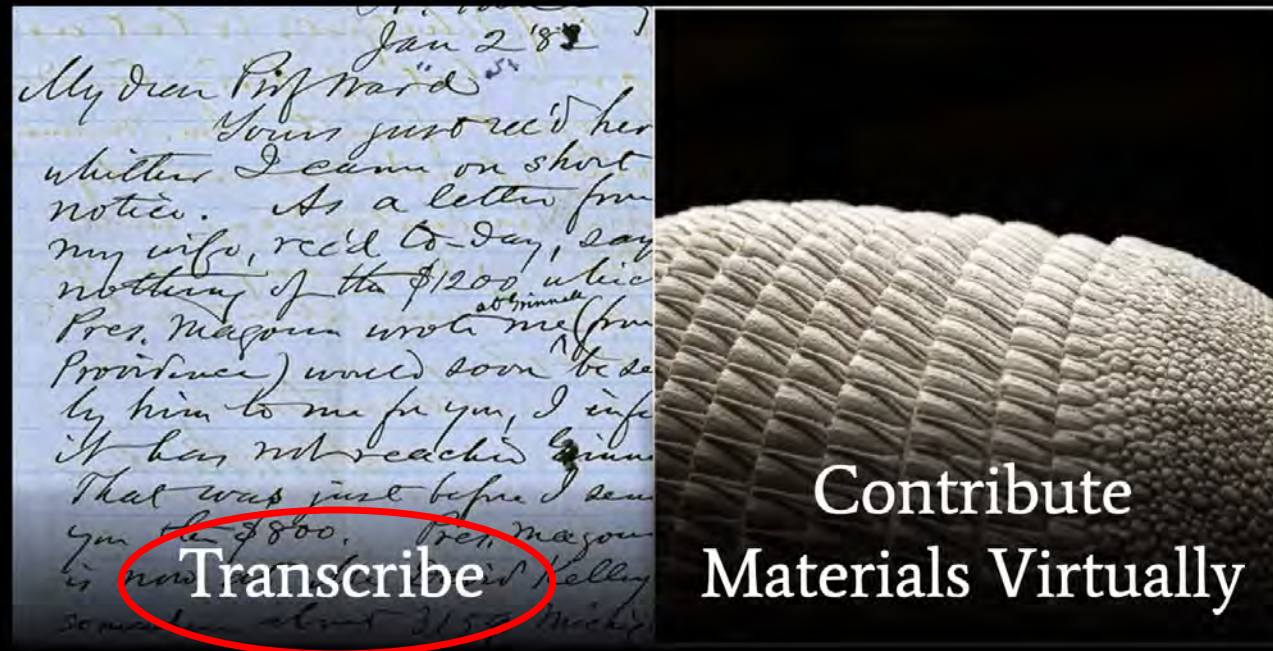
[Home](#) > [About Participating](#)

## About Participating

*Interested in helping us transcribe the letters and other documents on the website? The "Transcription FAQs" will get you started.*

*Do you or your institution have specimens sold by Ward's before 1910? Do you have documents relating to those materials? Click "contribute" below to learn how to virtually add materials to the Project.*

*Contact us with any questions.*



Contribute  
Materials Virtually

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## Transcribe documents

Your help is needed to transcribe the documents in the Ward Project!

Select an item below and then click "Help Transcribe this Item" in the column to the left of the item. An editing session will start.

Click "Current Page Transcription > Edit" and be sure to click the **Save Transcription** button frequently.

For transcription guidance, check the [Transcription FAQs](#)

**Note:** You do not need to set up a Guest account to transcribe the letters. Please include your name in the transcription, if you would like to be credited on the project.

Want to transcribe/translate some of the non-English language letters? There are currently letters in **German** and **French** and we will add to these as more materials are added online.

**Barrett, William Cary. Letter to Ward, Henry A. (1881-04-08)**



Chambers, J. H. Letter to Ward, Henry A. (1881-03-09)



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Barrett, William Cary. Letter to Ward, Henry A. (1881-04-08)

Want to transcribe letters in other languages?



Chambers, J. H. Letter to Ward, Henry A. (1881-03-09)



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Transcription guidelines are at

<https://wardproject.org/transcription-tips>

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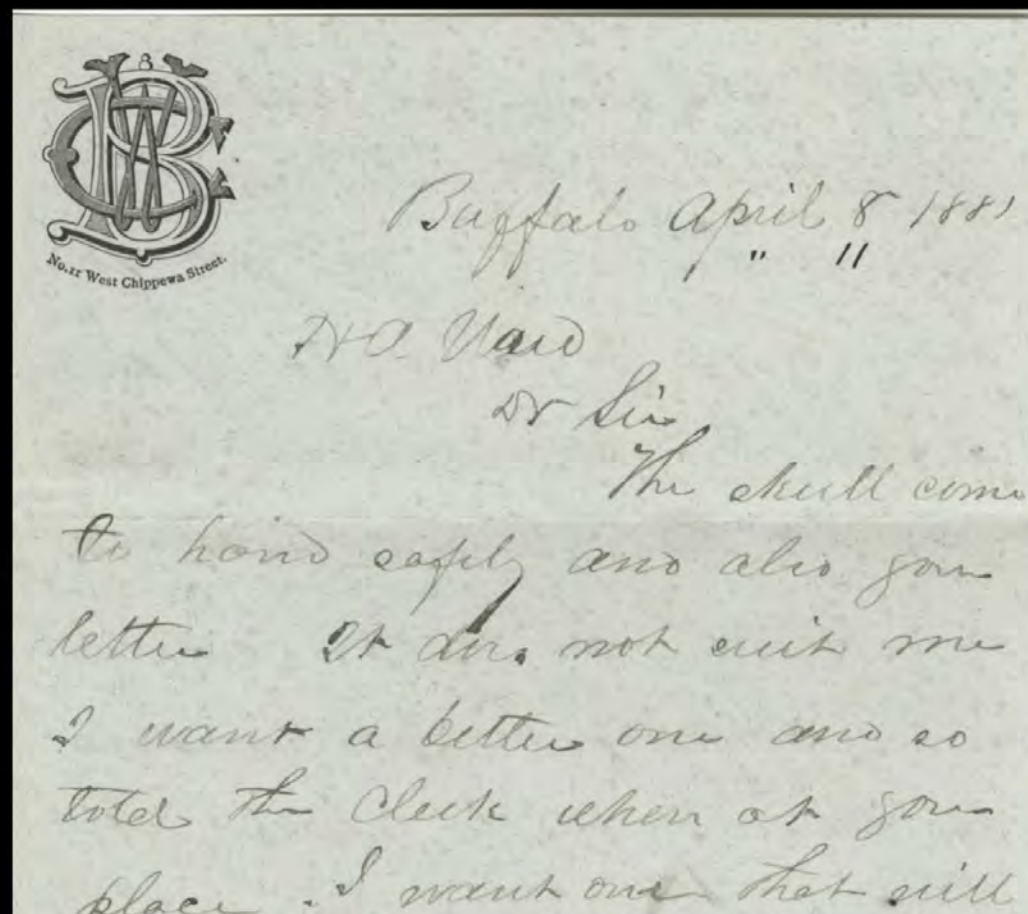
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Hide Metadata

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Click on the “help transcribe” link to get started



Barrett, William Cary. Letter to Ward, Henry A. (1881-04-08)

TYPE

Correspondence

CREATOR

Barrett, W. C. (William Cary), 1834-1903

CONTRIBUTOR

Ward, Henry A. (Henry Augustus), 1834-1906

DATE

1881-04-08

PLACE SENT

Buffalo, New York, United States of America

PLACE RECEIVED

Rochester, New York, United States of America

TAGS

transcribe

COLLECTION

AW23 Ward (Henry Augustus) Papers (Rare Books, Special Collections and Preservation, River Campus Libraries, University of



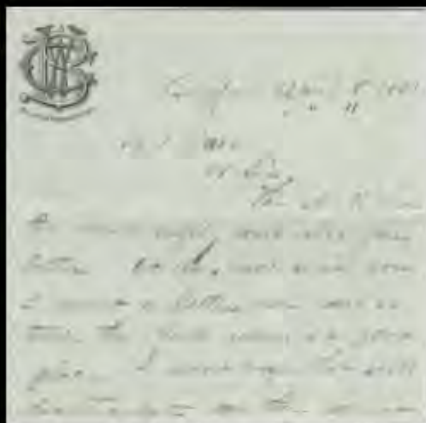
## Transcribe Barrett, William Cary. Letter to Ward, Henry A. (1881-04-08)

*Edit the transcription below*

AW23-9-1-50.jpg



These control the image of  
the letter:  
--Position (arrows)  
--Size (plus/minus/recenter)



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Current Page Transcription [\[edit\]](#) [\[view item\]](#)



## Transcribe Barrett, William Cary. Letter to Ward, Henry A. (1881-04-08)

*Edit the transcription below*

AW23-9-1-50.jpg



Move the letter  
up and down



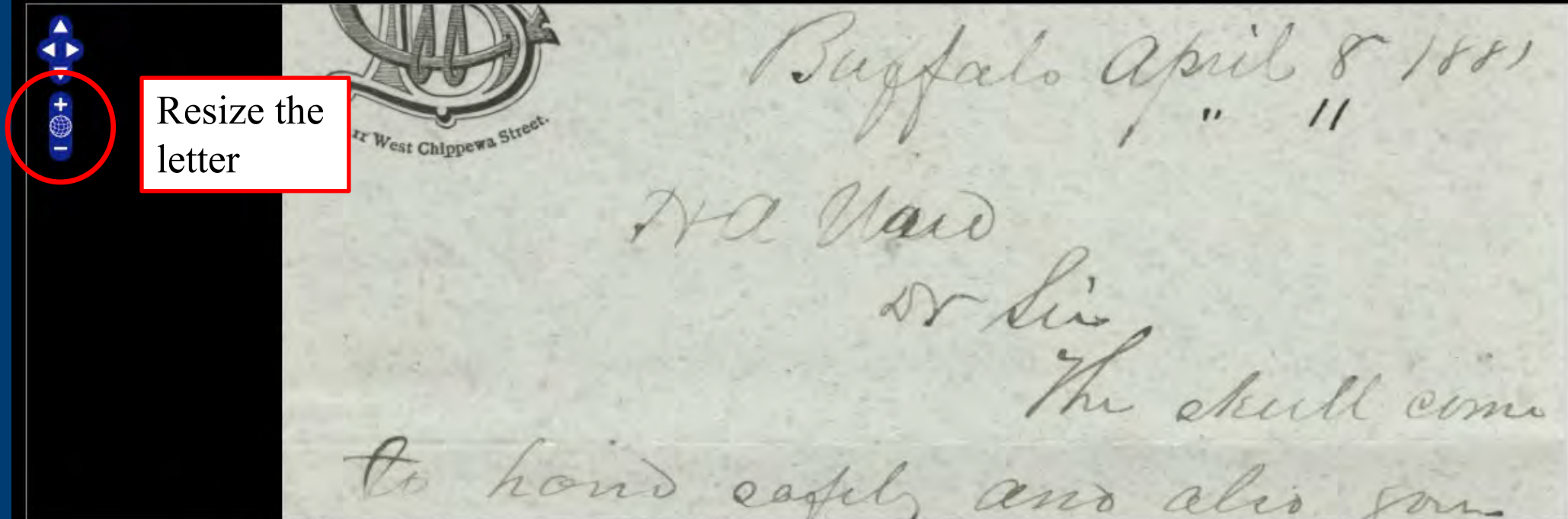
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Current Page Transcription [\[edit\]](#) [\[view item\]](#)

## Transcribe Barrett, William Cary. Letter to Ward, Henry A. (1881-04-08)

*Edit the transcription below*

AW23-9-1-50.jpg



Resize the  
letter

« previous page | next page » |

Current Page Transcription [edit] [view item]

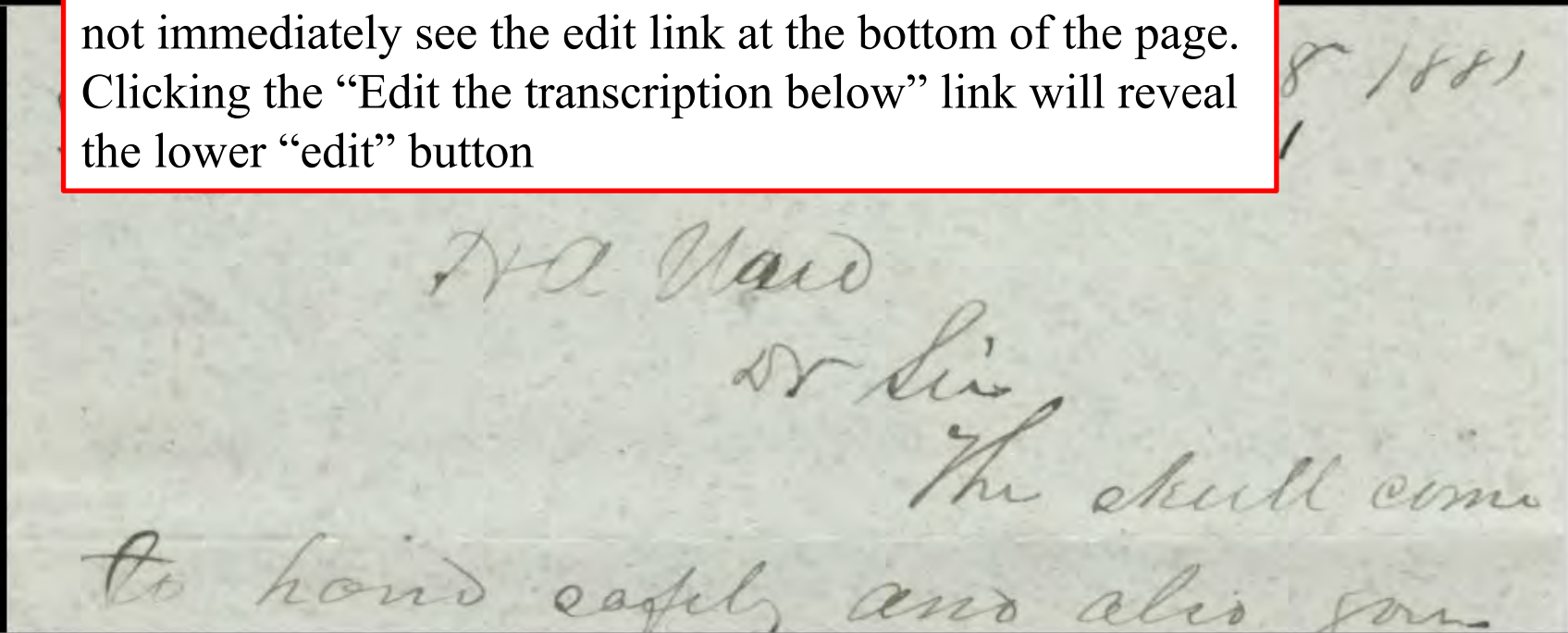
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[Edit the transcription below](#)

AW23-9-1-50.jpg



1. Depending on the size of your computer screen, you may not immediately see the edit link at the bottom of the page. Clicking the “Edit the transcription below” link will reveal the lower “edit” button

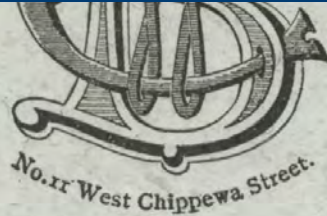


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Current Page Transcription [\[edit\]](#) [\[view item\]](#)

2. Click the “edit” link to get started





Buffalo April 8 1881  
" 11  
H. A. Ward  
or his

« previous page | next page » |

← Transcription goes here →

Save transcription

Transcription formatting help

Current Page Transcription [hide edit] [view item]

SAVE YOUR WORK!





Buffalo April 8 1881  
" 11

H A Ward  
Dr Sir

« previous page | next page » |

Buffalo April 8 1881  
H A Ward  
Dr Sir



Dr Sir  
The skull came  
to hand safely and also your

« [previous page](#) | [next page](#) » |

Buffalo April 8 1881

H A Ward

Dr Sir

The skull came to hand safely and also your

Save transcription

[Transcription formatting help](#)

Current Page Transcription [[hide edit](#)] [[view item](#)]

Buffalo April 8 1881 H A Ward Dr Sir The skull came to hand safely and also your

SAVE YOUR WORK!





Dr Sir  
The skull came  
to hand safely and also your

« [previous page](#) | [next page](#) » |

Buffalo April 8 1881  
H A Ward  
Dr Sir  
The skull came to hand safely and also your

The transcription is done page by page. If the letter has more than one page, go to the next page by clicking the link.  
Be sure to save your work *before* moving to another page.

Save transcription

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**Current Page Transcription** [\[hide edit\]](#) [\[view item\]](#)

Buffalo April 8 1881 H A Ward Dr Sir The skull came to hand safely and also your



Dr Sir  
The skull came  
to hand safely and also your

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Buffalo April 8 1881

H A Ward

Dr Sir

The skull came to hand safely and also your

Save transcription

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[Current Page Transcription](#) [[hide edit](#)] [[view item](#)]

Buffalo April 8 1881 H A Ward Dr Sir The skull came to hand safely and also your

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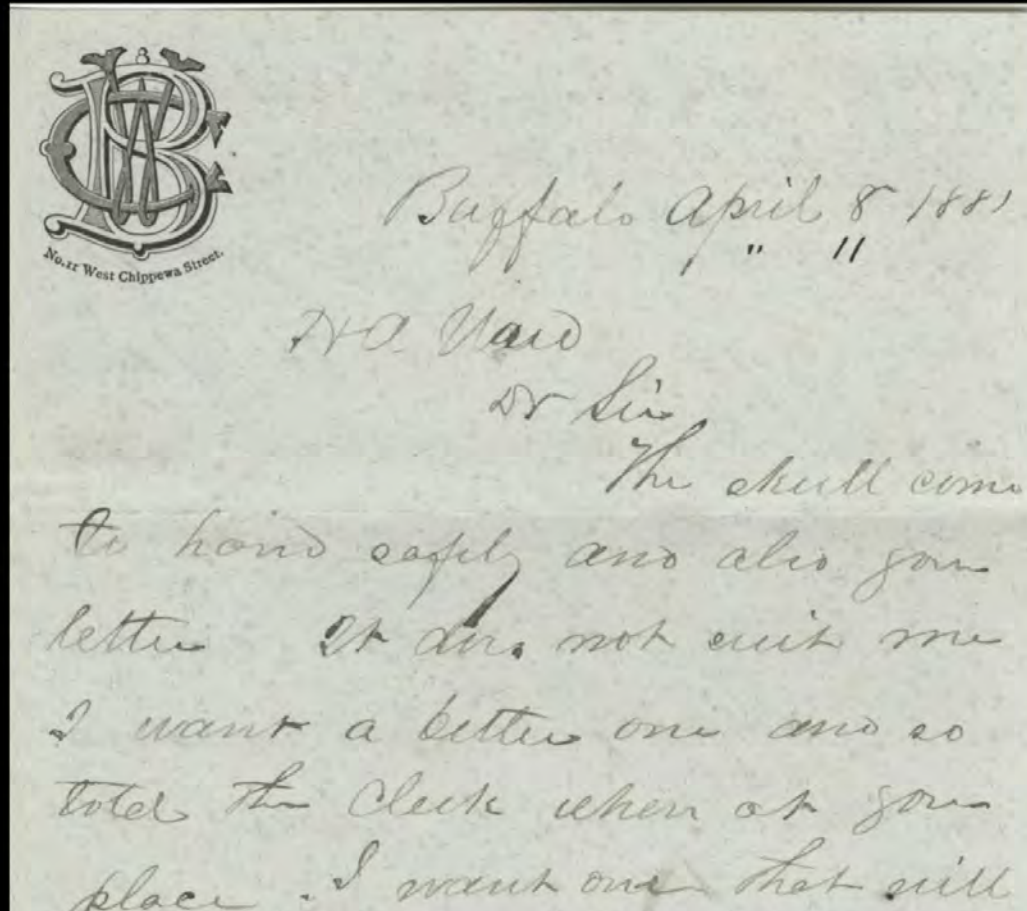


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# Transcription formatting help

## How can I make the transcription look more like the document?

Can I make words bold, *italic*, and underlined

- Add <strong> your word </strong> to make the word bold
- Add <em> your word </em> to *italicize* the word
- Add <u> your word </u> to underline the word
- Add <s> your word </s> to ~~strikethrough~~ the word

Can I add line breaks?

- Add <br /> to the end of a line or shift+enter for a manual line break

What if I can't read a word?

- If you're uncertain, type your best guess [giraffe?] or [illegible]

What about interlinear additions?

- Use ^ ^ to indicate these:  
We went ^to^ the Museum

What if the word is misspelled?

- Please reproduce the misspelling.
- For archaic or misspelled scientific names, places, and personal names, if the correct spelling can be determined, please add it in brackets afterward. For example:  
Psittacus erythracus [erithracus]

Where can I find common abbreviations and examples?



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Where can I find common abbreviations and examples?

- This excellent [document](#) from the Natural History Museum (London) has a list of examples and abbreviations.

What do we do with your transcription?

- We proofread it to ensure accuracy
- Add code to ensure it displays properly
- Add it to the item record so it appears alongside the document image(s)

Can I be credited for my transcription?

- Yes! Please contact us and let us know which letter(s) you worked on.
- You can remain anonymous if you prefer

