# October 2016 Welcome Email

Dear Shakespearean,

Welcome to Shakespeare by the Numbers! We are looking forward to the discussion that will lead up to and take place in Atlanta during the Shakespeare Association of America’s annual conference.

You will play a leading part in shaping the workshop’s substance. In the next few days, you will receive an invitation to join our Shakespeare by the Numbers discussion forum on Yammer, a popular, simple web-based tool for ad hoc groups like ours. Yammer will provide a place to discuss and comment on each others’ work, as well as a place to share our datasets and questions.

When you get Yammer set up, we’ll ask you to do two things:

1.    Introduce yourself (your name, affiliation, what interest you have in this seminar)

2.    Introduce your data/what you want to work on, if you have your own dataset (this is not mandatory: we have lots of data for folks to work with)

Once we see what kind of data folks will be working with and/or sharing, we will select the most appropriate visualization tool for the group to use. You will be free to use your own preferred tool, such as Microsoft Excel, if you prefer. We will also provide one-on-one assistance if you need help getting started, or in perfecting your visualization(s).

As a reminder, these datasets are available for you to manipulate online:

         [DEEP: The Database of Early English Playbooks](https://urldefense.proofpoint.com/v2/url?u=http-3A__deep.sas.upenn.edu&d=CwMFAg&c=ODFT-G5SujMiGrKuoJJjVg&r=BDSkK9Wh_cYxdtngV_eU_Q&m=R7CRW4gBoYxanN4NWbbLoE1TTm8tDWM58W-IWbeJIWE&s=Ir8KTvCWdSNbOSg3iiGyAUb7DRLoz9KVkUvbpg6_hm0&e=" \t "_blank)

         [EEBO-TCP](https://urldefense.proofpoint.com/v2/url?u=http-3A__www.textcreationpartnership.org_tcp-2Deebo_&d=CwMFAg&c=ODFT-G5SujMiGrKuoJJjVg&r=BDSkK9Wh_cYxdtngV_eU_Q&m=R7CRW4gBoYxanN4NWbbLoE1TTm8tDWM58W-IWbeJIWE&s=nItb-unM3RR1uOuiDF1vJWeuoZePwzTnYLToqbsC5pw&e=" \t "_blank) or EEBO (paywalled)

         [Folger Digital Texts](https://urldefense.proofpoint.com/v2/url?u=http-3A__www.folgerdigitaltexts.org_&d=CwMFAg&c=ODFT-G5SujMiGrKuoJJjVg&r=BDSkK9Wh_cYxdtngV_eU_Q&m=R7CRW4gBoYxanN4NWbbLoE1TTm8tDWM58W-IWbeJIWE&s=ozi4g6_Qu3up-eO9PtCJKtrN_BrJIVIMt5JPEZoD2dk&e=" \t "_blank)

         [Open Source Shakespeare search queries](https://urldefense.proofpoint.com/v2/url?u=http-3A__opensourceshakespeare.org_stats_works-2Dsearches.php&d=CwMFAg&c=ODFT-G5SujMiGrKuoJJjVg&r=BDSkK9Wh_cYxdtngV_eU_Q&m=R7CRW4gBoYxanN4NWbbLoE1TTm8tDWM58W-IWbeJIWE&s=AM7a-CNVE1u7FRN-GvC5cYCpugSjwA0UKd0Lh5BbNbE&e=" \t "_blank) (or site in general)

         [WSB: World Shakespeare Bibliography](https://urldefense.proofpoint.com/v2/url?u=http-3A__www.worldshakesbib.org_&d=CwMFAg&c=ODFT-G5SujMiGrKuoJJjVg&r=BDSkK9Wh_cYxdtngV_eU_Q&m=R7CRW4gBoYxanN4NWbbLoE1TTm8tDWM58W-IWbeJIWE&s=9NvhBTRzZtBsvELOMMjryaoDABZjxz_bc_RVAnJtX6I&e=" \t "_blank) (temporary access available upon request if your university doesn’t subscribe)

         ...and many more!

Below is the timeline for our group’s work.

**15 November: Submit proposed research statements**

Proposals will outline what dataset you will explore (which portions of the set, for instance), how you will “clean”/modify/narrow your dataset, and what tool(s) you will use to undertake your analysis.  This can be as short as a few sentences. We will have a place on Yammer for these to be posted.  If you need guidance on how to begin, we are happy to help in the weeks leading up to this.

**December: Feedback from Eric and Laura; group discussion on Yammer**

**1 February: Submit first drafts of discovery papers**

We anticipate that each person will share a “discovery” paper with a description of their data (up to 300 words); a brief analysis of their data (~1000 words); and a visualization of the data on which they base their claims (this could be a table, chart, graph, etc.  -- we will offer help on how to create these if you would like).

**By 15 February: Submit final drafts of discovery papers**

**By 31 March: Submit position papers**

These brief position papers (~500 words) will explore possibilities for future research, what kinds of data ought to be collected, and/or the visualization tools you would like to see.

**April 6-8: Meet in Atlanta to discuss research undertaken and future directions**

If you have questions that you’d rather not direct to the entire group, please e-mail Laura and Eric directly.

Looking forward to a great discussion!

Laura and Eric

# November 2017 Proposal Reminder

Dear all,

Good morning! Hope you all had a nice weekend. In case you missed it on the Yammer group last week, this is a reminder that research proposals are due on the Yammer group by end of day tomorrow, November 15.

Proposals should be submitted onto the Yammer thread. Proposals outline what dataset you will explore (which portions of the set, for instance), how you will “clean”/modify/narrow your dataset, and what tool(s) you will use to undertake your analysis. This can be as short as a few sentences.  If you need guidance on how to begin, please let us know. We're very happy to help.

Best wishes,

Gabrielle

Gabrielle Linnell

Digital Projects Associate

Digital Media & Publications

Folger Shakespeare Library

# December 2017 Social Gathering Invitation (posted to Yammer with place to RSVP)

Hi Shakespeare by the Numbers folks!

SAA has launched the schedule for Atlanta: we are in great timeslot. Our seminar will be 3:30-5:30 on Thursday April 6, then the SAA reception will follow from 6-8.

Eric Johnson and I were wondering if you'd like to join us for post-reception drinks at 8 for a nice get together with a smaller group and to celebrate the work we are doing (and will have done) and the discussion we will certainly enjoy in the afternoon.

If you're interested/available in post-reception drinks (significant others and guests welcome!) let me know by RSVP-ing below and we'll find an appropriate venue.

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# January 2017 First Draft Reminders - Email

Dear all,

I hope you had a pleasant weekend. This is a friendly reminder that Discovery Paper first drafts are due on February 1. Please post your draft to this shared Google folder.

Best wishes,

Gabrielle

Gabrielle Linnell

Digital Projects Associate

Digital Media & Publications

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Hi everyone! Hope you have good weather, wherever you are.

I wanted to send a cheerful reminder that we have an upcoming deadline: February 1st for a \*first draft\* of the discovery paper. The discovery paper consists of a description of your data (up to 300 words); a brief analysis of your data (approx. 1000 words); and a visualization of the data on which you are basing your claims. This visualization could be a table, chart, graph, etc. We are happy to offer visualization help if that is useful to you.

The final drafts will be due February 15. This is a \*hard deadline\* for SAA.

As always, feel free to comment on the thread, message or email me (glinnell@folger.edu) with any questions or suggestions.

# February 2017 Reminder deadline

Hi everyone! It is officially February and first drafts of discovery papers are due for feedback. The sooner you get them in, the greater opportunity that Eric, Danielle, and Laura have to review and make suggestions. Please post your papers to the drive linked below, and let me know if you need anything.

The final drafts are due \*Wednesday, February 15.\* This is a hard deadline for SAA.

# March 2017 Check-in

Dear all,

Good afternoon! We are very much looking forward to meeting in person in just a few weeks. A few things to do in the interim:

         Many thanks to everyone who has completed a final version of their paper. If you are still tweaking your paper, please have a final version in the Google folder by **Wednesday, March 29th** so that your fellow workshoppers have time to read it.

         Submit a (very) brief abstract of your paper to me (reply in this email is fine, or on the Yammer thread) that summarizes your project. Abstracts should be 100-200 words, submitted by **Wednesday, March 29th.**

         Make sure to read all papers in the folder prior to the workshop on **Thursday, April 6th**.

As always, please don’t hesitate to email if you have any questions.

Best wishes,

Gabrielle

Gabrielle Linnell

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# April 2017 Links to Abstracts and Finalized Contributions

Dear all,

Please find the link to the final list of abstracts and participants. During our workshop, we will spend the first ten or fifteen minutes introducing ourselves and giving a (very) brief description of our papers, so please prepare your “elevator pitch” in advance.

We will then move to discussing each paper in two rounds, following the order on the abstract list. The first round of discussion will be limited to participants only; during the second round of discussion, auditors are welcome to join in.

Do let us know if you have any questions; otherwise, enjoy reading the final papers and we look forward to seeing you Thursday.

Best wishes,

Gabrielle

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