



## Encyclopedia Virginia – Project Manual

Welcome to the *Encyclopedia Virginia (EV)* project manual. This packet of information should address and answer all questions that you, as either an editor or contributor, might have about the *EV* task in which you have been engaged. Given the scope of this project, the consistent application of these guidelines is the primary way to ensure accuracy, clarity, and scholarly authority. These materials are available in both hard copy and online. If you misplace this document and would like another copy, you may either request one from the Associate Editor or print out a copy from the *EV* website (<http://www.encyclopediavirginia.org>). If after reading the following documents you still have questions, please feel free to contact the *EV* staff. Your first point of contact is the Program Associate, Tori Talbot; if she is not available, feel free to contact the Managing Editor, Matthew Gibson.

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## Project Description

*EV* will be a compendium on the people, history, government, economy, and culture of Virginia. It will be the first and ultimate online reference work about Virginia and will be publicly accessible at anytime to anyone with Internet access. *EV* will aggregate in a single resource information on Virginia history, business, politics, and geography, plus the state's proud heritage in the arts, religion, culture, and folklife. It will explore science, medicine, education, and technology and interpret the state's significance to the people of Virginia, the nation, and the world. The first phase is set to debut in 2007, offering users sound and video excerpts, images and maps, collections of articles on related topics, lesson plans, information on tourist destinations, advanced cross-referencing and search functions, and bibliographies for additional research. Biannual phases will continue through 2010, which will bring *EV* to a critical mass of articles.

## Guiding Principles

Five core principles guide the creation and publication of *Encyclopedia Virginia*. *EV* will:

- be publicly accessible at anytime to anyone with Internet access.
- be an authoritative and comprehensive reference work geared towards young learners, lifelong learners, and scholars.
- explore diverse perspectives and topics in order to present a multi-dimensional view of Virginia.
- use innovative Internet technology and design that merge clear navigation with sophisticated methods for the discovery of knowledge about Virginia.
- be a dynamic resource that provides an unexpected and refreshing approach to understanding Virginia history and culture and why that history and culture is important to us today.