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| **Field** | **Description** |
| Grammars |
| 1 | Title | Full title including printing details. |
| 2 | Year | Of the first edition or the earliest edition containing a grammar of English. |
| 3 | Edition | First edition or earliest edition containing a grammar of English. |
| 4 | Editions | All editions cited in the literature (including editions of copies not located). |
| 5 | Place of printing | Country, County, City |
| 6 | Printers | As in the imprint |
| 7 | Booksellers | As in the imprint  |
| 8 | Price | As in the imprint |
| 9 | Physical description | As in the imprint  |
| 10 | Type of work | English ('distinct') grammar, dictionary, book of exercises, language, rhetoric/elocution treatises, letter-writing manual, polyglot grammars, spelling book, miscellaneous. |
| 11 | Divisions of grammar | Primary contents: orthography, orthoepy, etymology, syntax, prosody. |
| 12 | Subsidiary contents | Punctuation, rhetoric material, examples of bad English, examples of handwriting, snatches of history/geography, Logic, etc. |
| 13 | Target audience | Categories: age, gender, instruction, specific purpose. |
| Authors |
| 14 | Name | Surname, forename |
| 15 | Gender | Male, female, anonymous |
| 16 | Place of birth | Country, county, city |
| 17 | Occupation | Books, education, politics, religion, science, writing, other. (Each of these categories comprises a range of jobs.) |
| 18 | Biographical details | e.g. Age, place of residence, acquaintances, other writings |
| Sources |
| 19 | Holding libraries | First extant edition consulted only. Documented in summer 2010. |
| 20 | References | Literature from which the primary sources have been drawn |
| 21 | Comments | Observations/Corrections from the literature and from our own research |