

Submission Guidelines

Below are instructions for writing the information that each item in *Remembering Lincoln* needs, along with examples. When submitting your item, please make sure it is dated between April 15, 1865 and June 1, 1866. If you have any questions, please contact us at rememberinglincoln@fords.org

Field Name	Example
Title of Item	"The Great Crime at Washington-Proclamation by the Mayor"
Link to Item <ul style="list-style-type: none"> • Where did you find this article? Link to the source. If you found the source in an archive, please email rememberinglincoln@fords.org the original image. 	http://chroniclingamerica.loc.gov/lccn/sn84026922/1865-05-20/ed-1/seq-1/ OR image emailed to rememberinglincoln@fords.org with the subject line Archive: (title)
Item Type	Document: Newspaper
Body (provide the most thorough description possible) <ul style="list-style-type: none"> • Where and when is this from? • Who and what is discussed in the source? • What is the main idea of the source? • What quote highlights the main idea? 	Editorial published in the Daily Wisconsin News on April 15, 1865, discussing the recommended stopping of all city activities by Mayor of Milwaukee, Abner Kirby. His proclamation states that "all the dwellings and business places of our city forthwith be clad with mourning, as a token of the deep and common sorrow that prevails..."
Transcription <ul style="list-style-type: none"> • Full text of the article – see transcription guidelines for more information • This is not required but helpful for other students and researchers. 	The Great Crime at Washington- Proclamation of the Mayer. Mayor's Office Saturday Morning, April 15 th The joy of the nation is turned into morning! The Chief Magistrate of our Country is reported to have been villainously slain at the hands of an assassin, and the life of our Secretary of State taken by a still more infamous hand. Therefore, I, Abner Kirby, Mayor of Milwaukee, do ...

<p>Transcribed by</p> <ul style="list-style-type: none"> If including transcription 	Krista McKim
<p>Transcription Reviewed By</p> <ul style="list-style-type: none"> If including transcription 	David McKenzie
Date of Item	April 15, 1865
Creator or Author	Abner Kirby
Publisher	Daily Wisconsin News
Region	Union States
Location – Be as Specific as Possible	Milwaukee, Wisconsin
<p>Tags – Topic</p> <ul style="list-style-type: none"> What is this article about? More information about the tags can be found on the next page. 	Orders, mourning, grief, honoring
<p>Tags – Who</p> <ul style="list-style-type: none"> Who wrote this source? More information about the tags can be found on the next page. 	Man, editorialist

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Further Information about Tags

Topics

- Anniversary (one year after Lincoln's death)
- Arrest (of conspirators)
- assassination details
- assassination night (written that night)
- body (either Lincoln or Booth)
- burial (either Lincoln or Booth)
- celebration/rejoicing (of the assassination)
- conspiracy theories
- cultural (music, poetry, performances, etc)
- denunciation: Lincoln (criticism of Lincoln)
- denunciation: conspirators (criticism of conspirators)
- denunciation: Booth (criticism of Booth)
- diplomatic (written by a diplomat)
- execution
- first news (April 15, 1865 or first printed article on the assassination in the region)
- first reaction (reactions to hearing the news)
- funeral
- funeral planning
- funeral rites (funeral service)
- funeral train
- future speculation (What happens now?)
- grief
- honoring
- investigation
- latest news (updates about the investigation)

- Lincoln life
- manhunt
- memorial (building a memorial to Lincoln)
- misinformation (inaccurate reporting)
- monument
- motive
- mourning
- oratory (Speeches given on the death)
- orders (Proclamations)
- police

- political
- religious
- reunion (bringing the country back together)
- rumor
- sympathy (for Lincoln)
- trial of conspirators

Who

- abolitionist
- army: Union
- army: Confederate
- child
- clergy: Christian
- clergy: Jewish
- conspirator (involved in the assassination)
- Democrat
- Editorialist (giving a person opinion)
- enslaved person
- formerly enslaved person
- free African American (never was a enslaved)
- government: Confederate
- government: foreign
- government: U.S.
- independent (not a Republican or Democrat)
- international
- man
- navy: Confederate
- navy: Union
- officer: Confederate
- officer: Union
- reporter
- Republican
- soldier: Confederate
- soldier: Union
- witness: Ford's Theatre
- witness: funeral train
- witness: Petersen House
- witness: Manhunt
- woman