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Have a close look at the following post card:

POST CARD
the address to be written on this side

Dear Robbie
Having a great time
learning TEI. It is so much easier than
I thought with the help of TBE.
I hope to begin our hello from Henry! own
project soon.
Best Wishes
W. Shout
P.S. Hope to see you soon
Robbie Morkel
CTB
KANTL
Koningstraat 18
9000 Gent
Belgium

Figure 1. A facsimile of a post card.

1. Encode the text’s structures (note: both text and address could be considered separate text divisions).
2. Indicate deletions and additions (note: the postscript, too can be considered a type of addition).
3. Indicate substitutions.
4. Document the different document hands.
5. Complete the header: provide definitions for the document hands, document the encoding practice.