The documents presented here were developed for internal use and are intended to demonstrate the working methods of the Vienna Euchologia Project (VEP) as it creates a Catalogue of Manuscripts and lays the groundwork for a Database of Prayers.

The aims are (1) to categorize each individual prayer text by the multiple criteria of title and *incipit* as well as content/concern, and (2) to connect each prayer text to all the manuscripts in which it is contained.

Many (but not all) occasional prayers are available in print in what we call Master Texts. These printed versions constitute the basic point of reference for the recording or the transcription of occasional prayers as they are encountered in each manuscript.

The VEP has created searchable word documents of the most common editions (see Bibliography of Master Texts). At the initiative of the VEP, Goar’s Euchologion as well as the Velkovska-Parenti edition of the Barberini Euchologion have also been made available through the searchable database of the Thesaurus Linguae Graecae.

For detailed study of euchologia manuscripts and the texts of occasional prayers they contain, the Vienna Euchologia Project has created the following templates for three levels of description.

1. **Manuscript Description.** The first step is a short and project-relevant description of the entire manuscript (Template Description). Clues to the use of a manuscript in space and time and of its prayers can be gathered from the provenance history, codicology, marginal annotations, and the presence of personal names, especially in the commemoration of the living and the dead during various liturgical rites. Here is one example of manuscript description of Patmos, Holy Monastery of Saint John, 811 (Diktyon 55050).

2. **Contents of Occasional Prayer Section.** If a manuscript contains occasional prayers (not all manuscripts described in published catalogues do), the contents of the relevant folia is noted in detail (Template Contents), and traces of use are recorded, such as wax drops, darkened edges, or textual emendations by later users, as these can indicate the popularity of which certain prayers. If available, reference is made to printed editions of the occasional prayers. Here is one example of content description from Patmos, Holy Monastery of Saint John, 811.

3. **Transcription of Occasional Prayers.** If there is no printed record of a prayer text, it is transcribed (Template Transcription of Prayers), following certain guidelines (Euchologia Transcription Rules). Here is an example of two transcribed prayers from Patmos, Holy Monastery of Saint John, 811.

4. **Update of the Catalogue of Manuscripts.** Once the description of a manuscript is complete, this information is added and updated in the Catalogue of Manuscripts. Here is the current entry in the Catalogue of Manuscripts for Patmos, Holy Monastery of Saint John, 811 (Zoom in to see the content).

5. The **Database of Prayers,** which will build on Work Steps 1 to 4, is under construction.