

## TRANSCRIPTION CONVENTIONS

Transcription conventions are abridged and adapted from Atkinson & Heritage (1984, pages ix-xvi).

### Identity of speakers

T:	teacher
L1:	identified learner (Learner 1)
L:	unidentified learner
L3?:	probably Learner 3
LL:	several or all learners simultaneously

### Simultaneous utterances

L:1 //yes//	
L2: //yeh//	simultaneous, overlapping talk by two speakers
L1: //huh?//oh// I see //	
L2: //what//	
L3: //I dont get it//	simultaneous, overlapping talk by three (or more) speakers

### Contiguous utterances

- =
- a) turn continues at the next identical symbol on the next line
  - b) if inserted at the end of one speaker's turn and the beginning of the next speaker's adjacent turn, it indicates that there is no gap at all between the two turns

## Intervals within and between utterances

(+)	(++)	(1)	(+) = a pause of between .1 and .5 of a second;
			(++) = a pause of between .6 and .9 of a second;
			(1) (2) (3) = pauses of one, two or three seconds respectively.

## Characteristics of speech delivery

?	rising intonation, not necessarily a question
!	strong emphasis, with falling intonation
yes.	a period indicates falling (final) intonation
so,	a comma indicates low-rising intonation suggesting continuation
Go:::d	one or more colons indicate lengthening of the preceding sound; each additional colon represents a lengthening of one beat
no-	a hyphen indicates an abrupt cut-off, with level pitch
<u>because</u>	<u>underlined</u> type indicates marked stress
SYLVIA	capitals indicate increased volume
°the next thing°	degree sign indicates decreased volume
<hhh>	in-drawn breath
hhh	exhaled breath
(hhh)	laughter tokens

## Commentary in the transcript

((coughs))	comment about actions noted in the transcript, including non-verbal actions
((unintelligible))	indicates a stretch of talk that is unintelligible to the analyst
. . . . (radio)	single parentheses indicate unclear or probable item

## Other transcript symbols

†T:	† indicates talk (in this case, by T) from a parallel conversation to the one in which current speakers are engaged
Peter	initial capitals are used only for proper names, not to indicate beginnings of sentences
co[l]al	brackets indicate phonetic transcription
-->	an arrow in the margin of a transcript draws attention to a particular phenomenon the analyst wishes to discuss
(NM: Class 1, group 1)	Initials after an excerpt identify the source of the transcript being quoted