

Appendix 2 Transcription Conventions

From DuBois (1991) *Transcription Design Principles for spoken discourse research, Pragmatics 1(1) 71-106.*

Symbols for discourse transcription

Units	
Intonation unit	{carriage return}
Truncated intonation unit	—
Word	{space}
Truncated word	-
Speakers	
Speaker identity/turn start	:
Speech overlap	[]
Transitional continuity	
Final	.
Continuing	,
Appeal	?
Terminal pitch direction	
Fall	\
Rise	/
Level	—
Accent and lengthening	
Primary accent	^
Secondary accent	˘
Booster	!
Lengthening	=
Tone	
Fall	\
Rise	/
Fall-rise	V

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Rise-fall	^
Level	-
Pause	...(N)
Long	...
Medium	..
Short	(0)
Latching	(0)
Vocal noises	()
Vocal noises	(H)
Inhalation	(Hx)
Exhalation	%
Glottal stop	@
Laughter	@
Quality	<Y Y>
Quality	<@ @>
Laugh quality	<Q Q>
Quotation quality	<Y(Z Z)Y>
Multiple quality features	<Y(Z Z)Y>
Phonetics	(/ /)
Phonetic/phonemic transcription	(/ /)
Transcriber's perspective	(())
Researcher's comment	<X X>
Uncertain hearing	X
Indecipherable syllable	X
Specialized notations	(N)
Duration	&c
Intonation unit continued	
Intonation subunit boundary	< >
Embedded intonation unit	{Capital Initial}
Reset	<>
False start	<L2 L2>
Codeswitching	<L2 L2>
Non-transcription lines	\$
Non-transcription line	\$
Interlinear gloss line	\$G
Reserved symbols	' + * # { }
Phonemic/orthographic	' + * # { }
Morphosyntactic coding	" ~ ;
User-definable	" ~ ;

Synopsis of Transcription Design Principles

Category definition: *define good categories*

- 1 Define transcriptional categories which make the necessary distinctions among discourse phenomena.