Transcription code:

overlap
( ) a brief pause less than a second
(3) timed pause in seconds
word stressed
:: elongated sound
WORD loud speech
.hhh audible breathing
() inaudible speech
(word) possible or guessed transcriptions
(() author’s comments
- sound cut-off abruptly
° speech is softer or quieter than surrounding speech
>word< faster speech
<word> slower speech
↑↓ rise or fall in pitch
£ smile voice
wo(h)rd outbreaks of laughter within speech
word= =word links a speaker’s turn over several lines OR shows that one speaker stopped talking and another began talking with no audible gap between turns
#word# breathy/croaky speech

1 T: this↑ (2.5) I’m not su↑re↓ abou: .t (.5) that (1) final
2 sentence↓ (.)
3 S: >the last one↓<
4 T: mmm::↓↓ "what do you think↓" (2)
5 (6)
6 S: umm:: ((paper shuffling noises))
7 (6)
8 T: how does it link↓=
9 S: =OHkay >what↑ ih-ih- I was <just trying to support> (2) dis
10 what I put in↓ ((two knocking sounds))
11 (1.5)
12 T: yea::↓↓ it doesn’t↓ link very we:ll↓=
13 S: =oh d[ear uh ( ) ]
14 T: [in my eyes↓] when it read it (. ) some- it=
15 S: [>yeah↓ maybe< I will just↑ I will just- ]
16 T: =[just sounds a bit (. ) OOH↑↑ what’s that↑]
17 S: "leave it then”
18 ((five sounds like lines being drawn))
19 S: "okay↓“
20 (7)
Talking Academic Writing: A Conversational Analysis of One-to-One Tutorials

T:  >I- ju- I don’t know if- if< you were tuh to keep it you’d
   >have to sort of< explain its relevance!
S:       [ihss ]
T:  =a bit more it just sounds a bit (.). ooh!
S:  =“yea:::h” mm:
T:  =it doesn’t really fit there!
     (1.5)
S:  well I thought maybe I was <trying to support=
T:       [>sounds a bit strange]<
S:  =all what I’ve written so far!
T:  tsk (.). yea::h!
S:  =“mm:::l”=
T:  =but you need to make it clearer>
S:  =“al! right”
T:  yea:::h! (.). if you do keep that then you need to [make=
S:  [make
   it #clearer#] }
T:  =it a bit clearer] >why- why have you:< (1) >suddenly<
   mentioned this now!
S:  “oka::y” °°hh huh hh [huh hh”°° ]
T:  =so maybe!] you- it might be better
   >if you put it at the< beginning=
S:  =at the beginning [yeaa::h yeah!]
T:       [and then ff:-] >so then you’re talking
   about< the rationale and [>then you say the<]
S:       [ehhy hey::: ]
T:  >the rationale for< THIS (2) °research is° and then that’s a
   bit moreuva (.5)
S:  yah=
T:  =a [link so maybe!] }
S:  [yah I think! (.)] putting it in the beginning=
T:  =mm::!=
S:  =yeah=
T:  =yeah (.). that would be better °I would think! °°yeah””
(1) okay so yeah! (.). °that’s fine°