

Transcription: Purposes, formats and templates

Data Management and Sharing Workshop
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What is transcription?

- Translation between forms
- All transcription is:
 - Representational
 - Selective (even multiple-perspective video)
 - Interpretive
 - Theoretical

Genres of transcription

- Critical discourse analysis
 - Conversational analysis
 - Linguistic anthropology
 - Psycho-social
 - Thematic
 - And many more...
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- Continuum from natural (most like speech) to denaturalised (most like written language)
 - Diverse notation systems (Jefferson for CA, etc.)

Transcription template should:

- Possess a unique identifier
- Adopt a uniform layout throughout the research project
- Make use of speaker tags (turn-taking)
- Carry line breaks
- Be page numbered
- Carry a document header giving brief details of the interview: date, place, interviewer name, interviewee details, etc.
- Other considerations:
 - Cover page
 - Compatibility with import features of CAQDAS

Transcription issues

- What to transcribe?
 - Verbal and non-verbal?
 - Turn-taking?
 - “Interruptions”
- Who does it – researcher, service?
- Implications of technologies – video, multiple camera, screen capture, webcams
- Role of transcription varies by discipline
 - Sociology – usually unremarked
 - Oral history – priority of audio over transcript
- Who will see it?

Transcription and data sharing

- Similar issues, but new perspectives when transcribing for data sharing
- In what format will transcript be read?
 - Paper
 - Digital file
 - Web
 - Stand-alone or part of collection
- Who will be reading the transcript?
 - Need more/different contextual information (“metadata”) for secondary users? Or not?
- Visibility of the research **ER**
 - Vulnerable or voice

Resources

Christina Davidson. Transcription: Imperatives for Qualitative Research. *International Journal of Qualitative Methods* 2009, 8(2)

<http://ejournals.library.ualberta.ca/index.php/IJQM/article/viewFile/4205/5401>

Kvale, S. (1996) *InterViews*. London: Sage.

Timescapes transcription guidelines:

<http://www.timescapes.leeds.ac.uk/the-archive/>