

APPENDIX A

TRANSCRIPTION CONVENTION

The system used in conversation analysis is meant to explain the “sequential features of talk” (Have, 2007, p. 96) and in so doing a convention or standard is required to describe the details of talk in interaction. Gail Jefferson (1979) is known as the pioneer of transcription convention and many developments have been done in this area so far following her model.

The transcription convention presented below is the modified version of Jefferson’s transcription standard (1979). It has been tailored to bring it into line with the present study. It has been also aimed to focus on verbal repertoire. Non speech sounds have also been considered in some extent nevertheless only the verbal elements are analyzed.

The transcription convention covers two distinct parts which according to Jamaliah Mohd. Ali (1995, p. 314) can be divided into two major lines, *speech lines* and *information lines*. Speech lines are mainly concerned with the uttered words and phrases, while information lines contain the explanation of non speech events and some other background sounds as well as the information that the researcher has

provided to translate and elaborate some words or phrases which are presented in Farsi language.

Speech Lines

[A single left bracket indicates the point of overlap onset
]	A single right bracket indicates the end of the overlapped utterance
Bold	Bold letters indicate the utterances which are uttered with loudness
?	Question marks show a question or the rising tone which signifies a question
(xxx)	Three xs in single parenthesis indicate unintelligible speech
(word)	the words or phrases in single parenthesis demonstrate uncertain speech
/	A slash indicates a short pause- less than 1 second
(.)	A dot in parenthesis indicates a long pause - more than 1 second
<i>Word</i>	Words in italics indicate some sort of emphasis
:::	Colons indicate prolongation of the immediately prior sound
~	one at the end of an utterance and one at the beginning of an utterance in some lines below indicate the continuation of the same line
//	Double slashes, one at the end of one line and one at the beginning of a next line indicate an interruption without any simultaneous speech
...	Three dots are used to indicate the continuation of utterances within a turn which has been eliminated

Information Lines

((word))	Words in double parenthesis are used to explain any non-speech sounds and non verbal actions and any necessary information such as translation and the researcher's clarifying comments
[1], [2]	Arabic numerals indicate the lines of the transcription form the beginning of each transcription
N1, N2...	Capital single letters indicate male speakers in each group and the immediate number after each letter indicates the order of speakers appearing in conversation
<u>Underline</u>	Underlined line numbers present the lines which are highlighted in analysis