

# Transcription Guidelines

Transcription rules based on Dresing, Pehl and Schmieder
The transcription is literal.
Actions that show the speaker's emotions such as laughing are included in brackets.
Unfinished sentences are signified with a slash /.
Speaking breaks are signified with (...).
Fillers are not left out.
Minimal responses (yes, uh-huh) which signal that one is paying attention are left out when they aren't meant to answer a question.
Dialects are translated into High German.
Incomprehensible interview segments are signified with (inc.) (German: (unv.)).

More rules were also set by the author. To ensure anonymity, anything mentioned that could provide an indication of the interviewee's identity is paraphrased in square brackets. Furthermore, actions that provide context to what is being said like showing a specific website are also described. As some of the words used might not be known to readers, explanations are provided in square brackets.

Rules based on:

Thorsten Dresing, Thorsten Pehl and Christian Schmieder. Manual (on) Transcription: Transcription Conventions, Software Guides and Practical Hints for Qualitative Researchers (2015). <https://www.audiotranskription.de/wp-content/uploads/2020/11/manual-on-transcription.pdf>. Accessed on 24 July 2023.