

BD 3.0 Audio Coding Protocol

- Open the audio file that corresponds to your participant in Audacity.
- To remove silence and create a file that is just the speaking (and coughing etc): In Audacity, go to “Effect” and then select “Truncate Silence.” Choose level -35 dB and duration 1 second. If it appears that you truncated too liberally (i.e., it cut out big chunks of the file), you can restart and choose a higher dB (e.g., -25) or a longer duration.
- **NOTE:** You will likely be able to do “truncate silence” for all conditions except for the **hard, audio only condition** and the **hard, signal condition**. For this condition, you will likely need to listen to the original audio file (words are spaced roughly 2 sec apart -- this may be helpful, as trials are not delineated by button-presses).
- Find the file containing the SuperLab data for the participant, and copy/paste it into the folder called “BD3_AudioCoding” (it may already be in that folder if someone else copy/pasted a bunch of files at once). Don’t drag and drop - **we’re doing this to avoid editing the original data file directly**
- Open the text file in Excel.
- Add a column between the original columns F and G (between “Event Name” and “Cumulative Time”), and call it “RESP” (in caps). You’ll notice that some of the headings take up two lines - this is SuperLab being silly. The header you add should go in the second line (in the same row as “Key”). This is important because putting it in the wrong row will break the program we use to combine all of the data files.
- Replace the word “Key” in now column J with the word “REPEAT”
- Don’t change any of the other headings (and don’t delete the headings and blank rows at the top), the files need to have exactly the same formatting in order for them to be combined.
- The participant data files do not include practice trials, so you will start audio coding (beginning with Row 8) once the participant has reached the main task.
- Enter:
 - 1 if they got it right
 - The word they said if they got it wrong (or a ? if you can’t tell what they said but they said something)
 - 0 if they didn’t say anything
- If there is an audio response that might be right but you can’t quite tell, make your best guess or ask someone else to listen right away. Please do not leave a column blank or enter anything in the RESP column other than a 1, 0, ?, or single word.
- On some trials, a participant may accidentally press the noun button twice (they responded too slowly to the previous trial so it registered as the current trial and then responded to the current trial OR maybe they got twitchy and just accidentally double pressed). If you have two rows with exactly the same audio file presented (in column F), type a 1 in the “REPEAT” column for both rows that contain the repeated item. This will enable us to find and deal with those later on. Enter the same audio response in the RESP column in both rows.

- Save the Excel document before you exit. Because you're opening a .txt in excel, you'll get a little popup telling you that it contains features that won't work. Don't worry about that -- just hit continue, and don't save it as a .csv or any other format. You should end up with a .txt file.
- Log that you completed the audio coding in the spreadsheet called BD3.1 Participant spreadsheet