

Transcription Conventions

Some of the data for this study come from written sources such as pamphlets or emails. The majority, however, come from spoken conversations which have been transcribed for analysis. Outlined below are the major transcription choices made for this book, most of which are adopted from Piller (2002).

Representation of Languages

Interviews were held in either English or German according to the interviewees' preference. Some interviews started in one language and were then continued in another, and many interviews with German-speaking staff or members of German-speaking families (whether the interviewee was the German speaker or not) were characterised by code-switching between English and German. All data are presented in the original language. Complete utterances in German are transcribed in German and followed by their English translations, which are represented in italics in a smaller font (see Example 1 below):

Example 1

Aber es ist für mich, ja, nicht so wichtig, dass ich denke, dass ich jetzt ihre Berufschancen damit verbessere. (Regina, German)

But for me it's like, yeah, not that important that I think I can improve their career opportunities with this.

For interviews which were held mostly in English, but contain isolated lexical code-switches into German, the translation is positioned within the paragraph directly following the German expression, distinguished by double brackets and italics (see Example 2 below):

Example 2

If he, um, turned around and says, 'Mama, you know, we live in Australia. I'm not interested in this German routine. Reading and

writing in German, you know, might help me to communicate with the Urgroßmutter und Großmutter und Kusine, um, wer auch immer, aber dann-' (*great-grandmother and grandmother and cousin and whoever else, but then-*). You know, if he turns around and says, um, 'Stop it Mama, I just want to play football on a Saturday', then that's his prerogative. (Janice, German)

For interviews which were held mostly in German, but contain isolated lexical code-switches into English, the German transcription is kept as is and is then translated into English (see Example 3 below):

Example 3

Ne, und wenn ich mir jetzt die achtunddreißig Kinder unten angucke, denke ich, dass viele das gerne as add-on Bonus sehen, aber ob das nun wirklich deren Hauptteil nun ist, das glaube ich nicht. (Birgit, German)

Right, and if I consider the thirty eight children down there, I think that many like to see it as an add-on bonus, but I don't think that it's really their main goal.

Different hesitation markers are used for English and German in order to accord with respective conventions. For English, hesitations are marked with 'um'; for German, 'ähm' is used.

In some cases, a deviation from the standard orthography to a commonly known semi-standard variant is used. These variants include 'gonna' (for 'going to') and 'cause' (for 'because'). Deviations from the standard language were transcribed as spoken and not marked with '[sic]'.

Fonts

Transcriptions of spoken data are represented in Century Gothic font. Very few quotes come from emails or other written sources such as pamphlets. If they are not used as quotes within the main body of the paragraph, but as isolated quotes, they are represented in Arial Narrow font.

Adopted Transcription Conventions

Adopted from Piller (2002), the following transcription conventions are used in this study.

Words and pauses

.	short pause, i.e. less than half a second (preceded and followed by a space)
..	long pause, i.e. more than half a second
-	truncation, i.e. incomplete word or utterance
> > spoken rapidly < <	the utterance between the double arrows is spoken rapidly
CAPS	emphatic stress ('I' is excluded from this)

Paralanguage

@	laughter (one @ per syllable, i.e. @@@ = 'hahaha')
@ laughingly @	the utterance between the two @s is spoken laughingly
((coughs))	clearing throat or cough is written between two brackets
hh.	audible exhalation
.hh	sharp breath intake

Analytic intervention

<u>/???</u>	inaudible utterance
<u>/transcriber's doubt/</u>	doubtful transcription
underline	analyser's emphasis

All interviews were first transcribed into a verbatim record using the transcription conventions described above. For the purpose of improved readability, represented quotes in this book have been cleaned of most hesitations, interruptions or false starts, while retaining their original style.