# Australia's Early Music Movement Oral History Project

"Clean Copy" Style Sheet for Interview Transcripts

*The transcripts in this oral history collection have been cleaned to support ease of coding during thematic analysis and overall readability. The following adjustments have been made:*

Some casual language has been changed to its formal equivalent; for example, "yeah" in the audio file becomes "yes" in the transcript.

Conjunctions used at the start of a sentence, such as "and" and "so," have been reduced. To preserve the speaker's style, these have not been removed entirely.

Repetitions and hesitations have been removed except where they provide meaningful emphasis.

Where the speaker altered a verb tense in mid-sentence, only the corrected verb tense has been retained.

Discourse markers that interrupt flow or do not add to direction have been reduced, though not removed entirely. Common examples are "you know," "I mean," and "well."

Encouragement words ("right," "I see") and sounds ("ah," "oh") from the interviewer have been removed unless they promote a new direction in the conversation.

*Grammar notes:*

Ellipses indicate a thought or idea that was not completed.

Spaced N-dashes signal interjected material and/or an abrupt change in direction of ideas.

Boldface indicates emphasis.

Square brackets indicate editorial interpolations.

*Style guides:*

The Chicago Manual of Style (British usage) and the Australian Government Style Manual have been used to inform punctuation and capitalisations. For musical terms, *Music in Words: A Guide to Researching and Writing about Music* by Trevor Herbert (Oxford University Press, 2009) provided further guidance.

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