

***Atlas of the Languages of Iran* (ALI)**

[**http://iranatlas.net**](http://iranatlas.net)

**Oral text metadata**

Fillable form, based on ALI Language data questionnaire, English Version: 2023/07/14

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The most recent version of his document is available for download at: <https://carleton.ca/iran/questionnaires>.

This document is to be completed for the oral texts collected from each speaker during fieldwork for the ALI research programme.

For actual collection of oral texts along with the necessary metadata, please consult the “Oral texts” section at the end of the most recent “ALI Qaire FA” document available online (<https://carleton.ca/iran/questionnaires/>).

Before filling out this document:

1. Rename each of your oral text recording files according to the following conventions, where each element is separated from adjacent elements with underscore (“\_”):

 [7-digit ALI unique place ID] +

[8-letter (max.) ALI roman place name, with multiple words written in CamelCase] +

[4-letter ALI unique language variety ID] +

[YYYYMMDD: date of fieldwork] +

T [oral ‘text’] +

[Last name, first 8 letters max; use ALI simplified Persian transcription (but use “a” not “ā”); multiple words in single LastName should be written in CamelCase; if two speakers, write Lastnameoffirstspeaker\_Lastnameofsecondspeaker, first 8 letters max in each name; if three or more speakers, write Lastnameoffirstspeaker\_etAl, still first 8 letters max in last name] +

[if single speaker on recording, put first initial of first name; if another speaker from the same location has the same initial on other recordings, use Firstinitial2 for the second speaker] +

[number in the order of texts collected (1=first, 2=second, etc.)] +

[if this is a translation, state the name of the translation language, e.g., “FA” for “Persian”, “EN” for English, “AR” for Arabic, etc.]

Examples: 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_Z\_1 (only or first text)

 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_Z\_2 (subsequent text)

 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_Z\_3 (subsequent text)

 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_Z2\_1 (only or first text of another speaker with same initial)

 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_Karimi\_1 (two speakers)

 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_etAl\_1 (multiple speakers)

 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_Z\_1\_FA (Persian translation)

2. Rename the document you are filling out (this document) according to the conventions provided above, but add “\_Metadata” directly after the date. (Since all oral texts collected from the same speaker on the same date are included in this file, there should be no final text series number.)

Example: 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_Z\_Metadata

When editors consider the file data to be ready for upload into the Atlas, they can add “\_final”.

Example: 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_Z\_Metadata\_final

You can obtain ALI unique place IDs and unique language variety IDs from the online atlas (if available there) or from the ALI editors.

## General information

*(to be filled out as much as possible by the field researcher before or after fieldwork, and supplemented later by data checkers and approvers)*

Note: This fillable document is “unsecured” so that you can more easily enter special characters in using your own keyboard shortcuts rather than cutting and pasting. However, this also means that you can accidentally modify the file, including deleting fillable fields. In case you accidentally delete a fillable field (either by selecting and deleting the field, or by pressing “delete” or “backspace” too many times), please restore it by undoing the changes that caused them to be removed.

|  |  |
| --- | --- |
| Name of person(s) filling out this document: | Click to enter your data |
| Email address: | Click to enter your data |
| Date filled out: | Click to enter your data |
| Name of person(s) checking this document (checker to fill this in): | Click to enter your data |
| Date checked (checker to fill this in): | Click to enter your data |
| Date approved for upload (editors to fill this in): | Click to enter your data |

Language variety (language, dialect, subdialect, etc.):

|  |  |
| --- | --- |
| Language\*: | Click to enter your data |
| Dialect\*: | Click to enter your data |
| Subdialect\*: | Click to enter your data |
| Other language variety labels or comments: | Click to enter your data |
| ALI Unique language variety ID (editors to fill in): | Click to enter your data |

(\*give language variety names as transcribed in or proposed for ALI)

Oral text from which exact location:

|  |  |
| --- | --- |
| Province: | Click to enter your data |
| Shahrestan\*: | Click to enter your data |
| Bakhsh\*: | Click to enter your data |
| Dehestan\* (not for cities): | Click to enter your data |
| City/village:  | Click to enter your data |
| ALI Unique place ID:  | Click to enter your data |

(\*give Persian names in ALI simplified roman transcription)

|  |  |
| --- | --- |
| Field researcher(s): | Click to enter your data |
| Date of field research:  | Click to enter your data |
| Location (city/village) where field research was conducted: | Click to enter your data |
| Version date of the questionnaire used during fieldwork:  | Click to enter your data |
| Language of the questionnaire used during fieldwork:  | [ ]  Persian |
|  | [ ]  English |

|  |  |
| --- | --- |
| Video recorder type (model name/number): | Click to enter your data |
| Video microphone: external or internal? | Click to enter your data |
| (If external video microphone:)Microphone type (model name/number): | Click to enter your data |
| Sound recorder type (model name/number): | Click to enter your data |

During and after the collection of an oral text, please use this section to write down any other information related to the collection of the oral text, for example:

- things to remember related to where video and audio and files are stored, including any recorded Persian translations

- observations on the quality of the recordings

- problems with the quality of the linguistic data or the appropriateness of the content

- observations on interesting linguistic structures that you encountered

- tasks to follow up on

- etc.

|  |
| --- |
| Please use this page to write down any information related to the questionnaire |

## Permission text and speaker details for collected oral texts

*(To be completed for each speaker that provides oral texts. If you collect oral texts from a person who has already provided permission and speaker details during the questionnaire interview, it is not necessary to collect this again).*

Before collecting any oral texts, it is essential that the speakers you work with are aware of the purpose of the interview. Please read the following text to the speakers and record the whole procedure, including their answers:

*My name is / our names are .... We come from .... We are linguists from the University of ... . We want to study and learn about the languages and dialects of* [region], *and help preserve knowledge about these languages for the future. We use the things that we learn for research and eventual publication in print, online in the Atlas of the Languages of Iran, and in an online language archive. Do you give us permission to ask you questions about your language, and to record and freely use what we learn?*

[make sure the answer is loud and clear enough to be audible on the recording]

If the speakers have given their consent, say:

*If you wish to discontinue this interview at any point, or withdraw your consent for us to use anything that you’ve shared, including audio or video recordings, you are free to do so. We are able to withdraw your contributions until the point when they are published or archived.*

Record of informed consent:

|  |  |  |
| --- | --- | --- |
|  | (specify file name.ext and location) *examples : 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_Z\_1.mp4, 01\_Gilan / 1010921\_MahdiAba\_NKRb\_20210709\_T\_Hoseynpu\_Z\_consent.wav, 01\_Gilan* | **Comments** |
| (speaker 1) | Consent indexing | Click to enter your data | Write the text here |
| (speaker 2) | Consent indexing | Click to enter your data | Write the text here |
| (speaker 3) | Consent indexing | Click to enter your data | Write the text here |

Then, you can continue with the following questions, and the rest of the interview:

Would you like us to write your name(s) down, or would you like to remain anonymous?

|  |  |  |  |
| --- | --- | --- | --- |
| (speaker 1) | [ ]  write name  | [ ]  remain anonymous | Write the text here |
| (speaker 2) | [ ]  write name | [ ]  remain anonymous | Write the text here |
| (speaker 3) | [ ]  write name  | [ ]  remain anonymous | Write the text here |

Name of speaker(s) (only put this if speakers have requested that their names be used):

(use ALI conventions for simplified transcription of Persian, but use “a” not “ā”; if a speaker has a preferred way of writing their name in English/roman, use that)

|  |  |  |
| --- | --- | --- |
|  | Name: | **Comments** |
| (speaker 1) | Click to enter your data | Write the text here |
| (speaker 2) | Click to enter your data | Write the text here |
| (speaker 3) | Click to enter your data | Write the text here |

Other details about the speakers (include this information for all speakers):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Age (put whole number only): | Gender: | Occupation: |  |
| (speaker 1) | Age | Gender | Click to enter your data | Write the text here |
| (speaker 2) | Age | Gender | Click to enter your data | Write the text here |
| (speaker 3) | Age | Gender | Click to enter your data | Write the text here |

At what ages did each speaker live in the exact location that is being studied here? *(Important note: By default, whenever possible, only select speakers a) whose families are originally from the exact city or village being studied, b) who have themselves grown up in this location, c) have lived there most of their life, and d) currently live there.*)

 (e.g., *0-19, 25-35, 50-70*)

|  |  |  |
| --- | --- | --- |
|  | Ages at which the speakers lived in this exact location: |  |
| (speaker 1) | Age | Write the text here |
| (speaker 2) | Age | Write the text here |
| (speaker 3) | Age | Write the text here |

Level of formal education (none / elementary / secondary / post-secondary):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| (speaker 1) | [ ]  none | [ ]  elementary | [ ]  secondary | [ ]  post-secondary |
| (speaker 2) | [ ]  none | [ ]  elementary | [ ]  secondary | [ ]  post-secondary |
| (speaker 3) | [ ]  none | [ ]  elementary | [ ]  secondary | [ ]  post-secondary |

## Details on collected oral texts

*(To be completed for all oral texts, including those gathered from speakers who have already completed a questionnaire interview.)*

|  |  |  |
| --- | --- | --- |
|  | (use digits only) | **Comments** |
| Number of oral texts collected in this location: | Age | Write the text here |

You may copy and paste additional template sections if the number of oral texts is greater than the number of tables provided below.

|  |  |  |
| --- | --- | --- |
| **Oral text 1** |  | Write the text here |
| Speaker name(s) (or number(s) if anonymous): | Click to enter your data | Write the text here |
| Recording file name: | Click to enter your data | Write the text here |
| Recording length: | Click to enter your data | Write the text here |
| Communication structure: | Click to enter your data | Write the text here |
| Channel: | Click to enter your data | Write the text here |
| Oral text genre (select all that apply): | Write the text here |
| [ ]  songs and poetry | [ ]  procedural text |  |
| [ ]  folktales and legends | [ ]  interview |  |
| [ ]  oral history | [ ]  conversation |  |
| [ ]  personal account | [ ]  no data |  |
| [ ]  other (write genre(s) here) | Click to enter your data |  |
| Oral text topic: | Click to enter your data | Write the text here |
| Oral text title (if mentioned by speaker): | Click to enter your data | Write the text here |
| Has an informal translation into Persian (or other language) been recorded? | Click to enter your data | Write the text here |
| Language of informal translation recording: | Click to enter your data | Write the text here |
| Name of person providing informal translation recording: | Click to enter your data | Write the text here |

|  |  |  |
| --- | --- | --- |
| **Oral text 2** |  | Write the text here |
| Speaker name(s) (or number(s) if anonymous): | Click to enter your data | Write the text here |
| Recording file name: | Click to enter your data | Write the text here |
| Recording length: | Click to enter your data | Write the text here |
| Communication structure: | Click to enter your data | Write the text here |
| Channel: | Click to enter your data | Write the text here |
| Oral text genre (select all that apply): | Write the text here |
| [ ]  songs and poetry | [ ]  procedural text |  |
| [ ]  folktales and legends | [ ]  interview |  |
| [ ]  oral history | [ ]  conversation |  |
| [ ]  personal account | [ ]  no data |  |
| [ ]  other (write genre(s) here) | Click to enter your data |  |
| Oral text topic: | Click to enter your data | Write the text here |
| Oral text title (if mentioned by speaker): | Click to enter your data | Write the text here |
| Has an informal translation into Persian (or other language) been recorded? | Click to enter your data | Write the text here |
| Language of informal translation recording: | Click to enter your data | Write the text here |
| Name of person providing informal translation recording: | Click to enter your data | Write the text here |

|  |  |  |
| --- | --- | --- |
| **Oral text 3** |  | Write the text here |
| Speaker name(s) (or number(s) if anonymous): | Click to enter your data | Write the text here |
| Recording file name: | Click to enter your data | Write the text here |
| Recording length: | Click to enter your data | Write the text here |
| Communication structure: | Click to enter your data | Write the text here |
| Channel: | Click to enter your data | Write the text here |
| Oral text genre (select all that apply): | Write the text here |
| [ ]  songs and poetry | [ ]  procedural text |  |
| [ ]  folktales and legends | [ ]  interview |  |
| [ ]  oral history | [ ]  conversation |  |
| [ ]  personal account | [ ]  no data |  |
| [ ]  other (write genre(s) here) | Click to enter your data |  |
| Oral text topic: | Click to enter your data | Write the text here |
| Oral text title (if mentioned by speaker): | Click to enter your data | Write the text here |
| Has an informal translation into Persian (or other language) been recorded? | Click to enter your data | Write the text here |
| Language of informal translation recording: | Click to enter your data | Write the text here |
| Name of person providing informal translation recording: | Click to enter your data | Write the text here |