

# ELAN for NAIJA. A small manual

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This small manual is a revision of the commands that have been introduced and practiced during the IFRA-Nigeria workshop (Ibadan, June 19-22, 2012)

## Setting the parameters of a new file with 1 speaker

Open Elan.

In the left-hand top corner, click on "FILE – OPEN" Select the Elan file you want to work on (it has an **.eaf** extension). Click and open.

Move your index arrow to the left-hand part of the transcription, where you can see the name of the tiers. Right-click and select SORT BY TIERS and then SORT BY HIERARCHY.

Go to the top left part of the screen. Click on the INTERLINEARIZE button. This will open a new working area. Inside this new area, in the top left part, click on the LEXICON tab. In the menu that will open, select "OPEN". Select your dictionary (it has an **.eaf** extension) and open it.

In the same area as you have found the LEXICON tab, click on the PARAMETER tab. Select INTERLINEARIZE TIER PARAMETERS, then CREATE INTERLINEARIZE TIERS. In the window that opens, click on the down arrow to select the MOT tier. The first time you use Elan, a new window will open with the default parameters. These are **mb**, **ge** and **rx**. Click on OK.

If you have used other parameters with Elan before, you should restore them to the original default values : **mb** for the Segmentation tier; **ge** for the Annotation tier (gloss); **rx** for Annotation Tier Name. Click on OK. The new tiers you have created will appear in the right order.

Now it's time to save the parameters you have created before you start interlinearizing.

## Setting the parameters of a new file with 2 speakers

Open Elan

In the left-hand top corner, click on "FILE – OPEN" Select the Elan file you want to work on (it has an **.eaf** extension). Click and open.

Move your index arrow to the left-hand part of the transcription, where you can see the name of the tiers. Right-click and select SORT BY TIERS and then SORT BY HIERARCHY.

Go to the top left part of the screen. Click on the INTERLINEARIZE button. This will open a new working area. Inside this new area, in the top left part, click on the LEXICON tab. In the menu that will open, select "OPEN". Select your dictionary (it has a **.eaf** extension) and open it.

In the same area as you have found the LEXICON tab, click on the PARAMETER tab. Select INTERLINEARIZE TIER PARAMETERS, then CREATE INTERLINEARIZE TIERS. In the window that opens, click on the down arrow to select the **mot@SP1** tier. The first time you use Elan, a new window will open with the default parameters. These are **mb**, **ge** and **rx**. These are meant for files with 1 speaker. You must modify them to fit your 2 speakers file: **mb@sp1** for the Segmentation tier; **ge@SP1** for the Annotation tier (gloss); **rx@SP1** for Annotation Tier Name. Click on OK. The new tiers you have created will appear in the right order.

Now it's time to save the parameters you have created before you start interlinearizing the **mot@SP1** tier.

When you have finished interlinearizing the **mot@SP1** line, you will set the parameters for the **mot@SP2** tier. In the same area as you have found the LEXICON tab, click on the PARAMETER tab. Select INTERLINEARIZE TIER PARAMETERS, then CREATE INTERLINEARIZE TIERS. In the window that opens, click on the down arrow to select the **mot@SP2** tier. Click on OK. In the window that opens, you must change the parameters to work on the **mot@SP2** tier: **mb@sp2** for the Segmentation tier; **ge@SP2** for the Annotation tier (gloss); **rx@SP2** for Annotation Tier Name. Click on OK. The new tiers you have created will appear in the right order.

Now it's time to save the parameters you have created before you start interlinearizing the **mot@SP2** tier.

## Interlinearizing

First, select the first word in the first cell of your **mot** tier (the line at the bottom of the cell will turn blue). Click on the INTERLINEARIZE button of your working space, on the right-hand side (NOT the INTERLINEARIZE tab, with the same name as the button, which you used to open the working space). Different things may happen, depending on whether the word in the **mot** tier is recognized or not by the programme:

- The word is recognized by Elan. It will appear, highlighted in blue under the INTERLINEARIZE button. Elan will select in the lexicon the word(s) that match the word in the mot line, and list it/them on the left-hand side. Double-click on the word that satisfies you, and Elan will insert the corresponding annotations in the text.
- Elan recognizes the word, but the gloss and Tier x labels don't satisfy you. Right-click on the word under the INTERLINEARIZE button, select INSERT RECORD and insert it into the lexicon. Then click again on the INTERLINEARIZE button, select the word you like in the list appearing on the left-hand side by double-clicking on it, and Elan will insert the corresponding annotations in the text.
- Elan does not recognize the word. The word will appear, preceded by an asterisk, highlighted in blue under the INTERLINEARIZE button. Right-click on it, select INSERT RECORD and insert it into the lexicon. Then click again on the INTERLINEARIZE button, select the word on the left-hand side by double-clicking on it, and Elan will insert the corresponding annotations in the text.

## Glossing and inserting records in Naija

### Lexical items:

These are: nouns, verbs adverbs, adjectives, (minor) prepositions<sup>1</sup>, ideophones, etc.

- 1) **In the Gloss area (/g tier):** All nouns, verbs, adverbs, adjectives, and prepositions, ideophones, etc. are translated, using small letters.
- 2) **In the Tier x (/rx tier) area:**
  - Verbs are labelled V<sub>±</sub> depending on their ±stative nature; then, if they appear in a verbal series, their order of appearance in the series will be indicated : V-.1 ; V-.2 ; V-.3, etc.
  - Nouns are labelled N, followed by a dot and their syntactic status if they are subject, object or modifier: N.SBJ; N.OBJ; N.MOD. **Optional:** nouns that are objects of prepositions can be labelled : N.OBJ in Tier x.
  - Adjectives = ADJ ; Prepositions = PREP ; Ideophones = IDEOPH (see below, under "Special words")

### Morphemes

Morphemes belong to a closed set. They typically include TAM (verb conjugation), pronouns, particles, etc. They should be glossed with capital letters (e.g. PST; 3SG; REL, etc.) and their part of speech put in the Tier x line (e.g. TAM; PRO.SBJ; PTCL, etc.).

## Creating a variant in the lexicon

When you come across a word that you consider to be a variant of another word which you would like to appear as the main entry in the dictionary, you must first create the main entry before you can add the variant.

After having clicked on the INTERLINEARIZE button, Right-click on the word that has appeared under the same INTERLINEARIZE button, but instead of keeping the transcription that appears in the window, change it to the transcription of the main entry. Save the main entry. Click again on the INTERLINEARIZE button, but instead of selecting INSERT RECORD, select INSERT VARIANT. Click on the down arrow, choose the main entry in the list of words that appears, and save to create the variant. Click again on the INTERLINEARIZE button, and double click on the word on the left-hand side to annotate.

## Creating a suffix in the lexicon

If you find a word that has been derived with the help of a suffix (e.g. **-is**): when the word with an arrow appears under the INTERLINEARIZE button, go to the left-hand side, click on INSERT RECORD, and create the suffix in the lexicon, e.g. (I'm inventing this form)

Lexeme	-is
Gloss	PL
Tier X	suf

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<sup>1</sup> The « general preposition » *for* should be glossed, not translated in the "gloss" area. Use labels like DIR (directional), LOC (locative) in the "gloss" area, etc. ; write PREP in the "Tier x" area.

Save the new entry. Click again on INSERT RECORD to insert the stem if it does not exist yet.

Then click again on INTERLINEARIZE, double-click on the word in the list, then on the suffix in the list and your word should be glossed in the text.

## Reduplication

NB: reduplicated items should be transcribed as 1 word in the **tx** tier, and in the **mot** tier. If you need to create or delete cells on the **mot** tier, see below under "Editing a transcription".

Examples : *plentiplenti*, *shitishiti*

Proceed as you did for the suffix. After clicking on the INTERLINEARIZE button, go to the left-hand side, click on INSERT RECORD, and create the entry ~ for words with bare reduplication (e.g. ~ for *plentiplenti*) and ~ followed by a suffix for reduplication with a suffix (e.g. ~i for *shitishiti*):

- Lexeme ~
- Gloss **INT** (for intensive); **IT** (for iteration), etc.
- Tier X **red** (for reduplication)

- Lexeme ~i
- Gloss **INT** (for intensive); **IT** (for iteration), etc.
- Tier X **red.suf** (for reduplication & suffix)

Save the new entry. Click again on INSERT RECORD to insert the stem if it does not exist yet, eg. *plenti* or *shiti*:

- Lexeme plenti
- Gloss plenty
- Tier X ADJ

- Lexeme shiti
- Gloss defecate
- Tier X V-

Click again on INSERT RECORD, then click on INSERT UNDERLYING FORM. Fill the fields by clicking on the down arrows and selecting in the list the forms you have created, e.g. (1: **plenti** ; 2: ~) or (1: **shiti** ; 2: ~i). Save your entry.

Then click again on INTERLINEARIZE, double-click on the word in the list, then on the suffix in the list and your word should be glossed in the text.

## Special Words

**Ideophones** should be glossed using general semantic categories, e.g. ACTION; ATTITUDE; NOISE; COLOUR; MOVEMENT; SHAPE; TASTE; LIGHT; SMELL; RHYTHM; TEMPERATURE, etc. In Tier x, write IDEOPH.

NB: the gloss is written in capital letters because these are hyperonyms, not translations.

**Exclamations** (Eng. *ouch!*; *Naija kai!*) are roughly translated into English for the gloss and labelled EXCL in Tier x.

**Interjections** (Eng. *Hello! Yes! No!*) are translated into English for the gloss and labelled INTJ in Tier x.

## Editing a transcription

If you have changed your transcription in the **tx** tier, and this means either separating a word into 2, or fusing two words into one, this should be reflected in the number of cells in the **mot** tier.

To delete a cell on the mot tier: select the cell (the bottom line of the cell will turn blue). Right-click and select DELETE ANNOTATION.

To add a cell on the mot tier: select the cell (the bottom line of the cell will turn blue). Right-click and select INSERT ANNOTATION AFTER or INSERT ANNOTATION BEFORE. Edit the new annotation(s).

## Provisional list of Naija glosses

	Meaning	GE	RX
<i>de</i>	Continuous (former Incomplete)	CONT	TAM
<i>bin</i>	Past	PST	TAM
<i>ɔn</i>	Perfect (former Completive)	PFV	PFV
<i>ɔm</i>	Consecutive (succession of events in narration; former Realis)	CONS	TAM
<i>go</i>	Future (Former Irrealis)	FUT	TAM
<i>neva</i>	Negative Completive	PFV.NEG	TAM
<i>fo</i>	Past Deontic (should have done...)	DEON.PST	TAM
<i>wɛ</i>	relative clause introducer	REL	PTCL
<i>se</i>	noun clause introducer (e.g. in reported speech)	COMP	PTCL
<i>if</i>	conditional clause introducer	COND	PTCL
<i>sha</i>	Topic particle	TOP	PTCL
<i>kwanu</i>	Topic particle	TOP	PTCL
<i>sef</i>	Emphasis particle	EMPH	PTCL
<i>o</i>	Emphasis particle	EMPH	PTCL
<i>she ; abi</i>	Question particle	Q	PTCL
<i>na</i>	Initial focus particle	FOC	PTCL
<i>na</i>	copular verb	COP.EQ	V+
<i>bi</i>	copular verb	COP.QLT	V+
<i>dé</i>	copular verb	COP.LOC	V+
<i>di</i>	singular definite article	DEF.SG	ART
<i>dem</i>	plural definite article	DEF.PL	ART

<i>won</i>	singular indefinite article	INDEF.SG	ART
<i>som</i>	plural indefinite article/pronoun	INDEF.PL	ART/PRO
<i>ich</i>		each	QNT
<i>evri</i>		every	QNT
<i>any</i>		any	QNT
<i>both</i>		both	QNT
<i>meni</i>		many	QNT
<i>plenty</i>		plenty	QNT
<i>ɔda</i>		other	QNT
<i>dis</i>	proximal singular demonstrative modifier/pronoun;	PROX.SG	DEM/PRO
<i>dat</i>	distal singular demonstrative modifier/pronoun	DIST.SG	DEM/PRO
<i>diz</i>	proximal plural demonstrative modifier/pronoun;	PROX.PL	DEM/PRO
<i>doz/dos</i>	distal plural demonstrative modifier/pronoun	DIST.PL	DEM/PRO
<i>for</i>	general preposition	DIR, DAT, etc	PREP
<i>fɾɔm (ɟɔ hand)</i>	minor preposition	from	PREP
<i>wit</i>	minor preposition	with	PREP