

ELN101 PLA 05

Post-lecture Assignment (PLA) 5: Interview transcript
Fall 2026 • Prof. Tomonori Nagano <tnagano@lagcc.cuny.edu>

For this Post-lecture Assignment (PLA), you will conduct your interview with bilingual. For an extra point, transcribe the interview recording using one of the online transcript analysis tools mentioned below. For this assignment, you should submit the the original audio recording (and the transcription, if you choose to get extra points) to Brightspace.

Here are a few notes about the interview.

1. Read the interview guidelines in Merriam & Tisdell (2015) pp.107-130 (esp. 127-130).
2. Read the guidelines for the research paper 1 (at <https://www.t-nagano.com/mycourses/ELN101/#slides>)
3. Make an appointment with your interviewee and meet with him/her virtually or in-person.
4. Make sure to address the following points at the outset of your interview.
 - a) Introduce yourself.
 - b) Ask for permission to audiotape/videotape your interview. Start the audio/video recording (with permission).
 - c) Introduce your motives and intentions for the interview (the research purpose).
 - d) Discuss the protection of the respondent's identity through the use of pseudonyms (or initials).
 - e) Confirm who has final say over the study's content.
 - f) Confirm that the interviewee can withdraw from the interview if she/he feels uncomfortable with the process.
 - g) Discuss compensation (if any).
 - h) Start the interview.
5. Recorder with a smartphone if you conduct an in-person interview. If you do an online interview, use Zoom (<https://zoom.us>), which is probably the easiest option to record your virtual interview. CUNY students have access to the Zoom account at <https://cuny.zoom.us> (You will be asked to log in with your CUNY login e-mail). See <https://t-nagano.link/hs6af> or <https://t-nagano.link/VmNbz> for how to record a Zoom session.
6. [optional] Read the transcription guidelines in Merriam & Tisdell (2015) pp.131-136. Your transcript should follow Merriam & Tisdell's guidelines.
7. [optional] Submit your audio recording (usually in the MP3 format) to the auto-transcription website or manually transcribe it. My recommendations are Rev.ai (<https://www.rev.ai>; 2.5c per min), temi.com (<https://www.temi.com>; 25c per min), and otter.ai (<https://otter.ai>; \$20 per month but first 600min is free).
8. Submit the recorded audio file as your Post-lecture Assignment (PLA). Attach the transcript if you have done the transcription process.

Submit your audio recording (and interview transcript) through Brightspace ELN101 Week 05 PLA.