

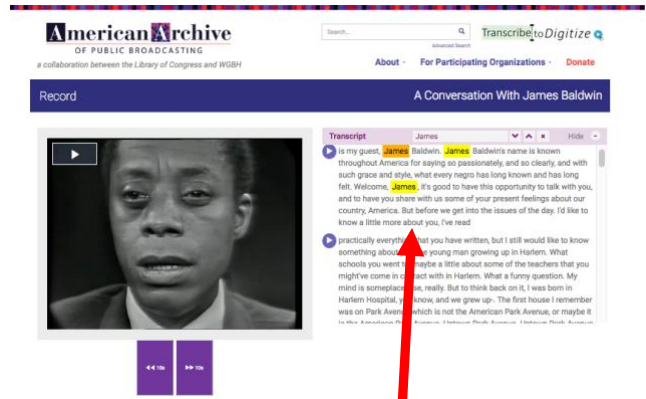
How to FIX IT+ and Why: Crowdsourcing to Save Public Media

See original blog post [here](#) with more information. | Questions: aapb_notifications@wgbh.org

About

The [American Archive of Public Broadcasting](#) (AAPB), a collaboration between the Library of Congress and public media producer GBH, has created speech-to-text transcripts of the audio and video materials in the collection.

These transcripts are made available online in [FIX IT+](#), a crowdsourcing platform to correct simple grammatical errors. **Corrected transcripts improve the searchability and discoverability of these historic programs by researchers, educators, students and lifelong learners!**



Below are brief instructions on how to get started and preferred editing conventions.

Editing is as easy as 1-2-3:

1. Open FireFox or Chrome to visit FIX IT+: fixitplus.americanarchive.org

***Please let the staff know if you sign-in to FIX IT+ using your GMAIL email.** This is optional but allows the staff to give your account “trained volunteers” privileges – which makes you a final editor on transcripts that would otherwise need a second reviewer.

2. **FILTER** the computer-generated transcripts by collection and then **SORT** by ‘Completeness (most to least)’, or search for a specific topic.

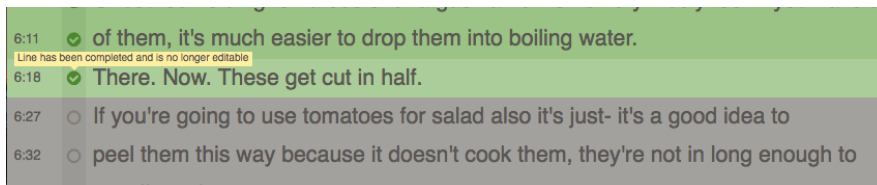
3. **“GO FOR THE GRAY”** — Edit the gray lines of unfinished transcripts.

Progress bar color key:

Yellow = part of the transcript has been reviewed once

Green = part of the transcript has been reviewed twice

Gray = part of the transcript has not been reviewed



The gray lines still need reviewing.

Editing Conventions

Transcripts are searched for specific and complete keywords. Focus on transcribing the substance of the conversation rather than speech inflections such as ‘um’ or partial words.

- **Filled Pauses and Hesitations** – Omit adding “ah”, “eh”, or “um”
- **Partial Words** – If someone stops speaking in the middle of a word, transcribe the completed word.
Example: “Tes- Testing” OR ~~Absolu~~—“Absolutely”

- **Noise or Multiple Speakers** – Use **brackets []** to indicate music intros, inaudible speech, or multiple speakers. *Examples: [music], [Speaker 1] The dog [inaudible] cute!, [Host], [Guest]*
- **Unknown Name or Phrase** - Use **question marks** before and after a word — *?Mimz?* — to indicate unknown spelling of names, places, foreign language phrases and the like.

TIP: Search the web for spellings, or look for spellings in the television credits of the original program on the AAPB website. You can find a linked to the original program at the top of the transcript's page.



- **Numbers** - one through ten are spelled out, everything above ten is noted as a numeral. Addresses and years are always numerals. *Example: 'She had ten votes and one was from me.'; 'The year was 1964 and I lived at 1 Everlane Street.'*

Want to transcribe with the AAPB staff? Sign for our regularly scheduled virtual transcript-a-thons here: [Archives Volunteer Form](#). *If you have any questions, email aapb_notifications@wgbh.org.*