User Guide for ELAN Linguistic Annotator

version 5.0.0

This user guide was last updated on 2018-12-05

The latest version can be downloaded from: http://tla.mpi.nl/tools/tla-tools/elan/

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Introduction

ELAN (EUDICO Linguistic Annotator) is an annotation tool that allows you to create, edit, visualize and search annotations for video and audio data. It was developed at the Max Planck Institute for Psycholinguistics, Nijmegen, The Netherlands, with the aim to provide a sound technological basis for the annotation and exploitation of multi-media recordings. ELAN is specifically designed for the analysis of language, sign language, and gesture, but it can be used by everybody who works with media corpora, i.e., with video and/or audio data, for purposes of annotation, analysis and documentation.

The annotation process involves three steps:

- 1. Defining tier types and tiers
- 2. Selecting time intervals
- 3. Entering annotations

This short guide is organized around these three steps and it will help you to understand and use the main features and functionalities of ELAN.

1. ELAN installation, manual and website.

To install ELAN on your computer, go to the ELAN website http://tla.mpi.nl/tools/tla-tools/elan/ and follow the instructions. On this web page, you will also find information about software and hardware requirements. Be sure to download the manual too, it includes many details about the program which are not covered in this getting-start guide. The full manual is available at : http://www.mpi.nl/corpus/html/elan/index.html

Alongside the manual, the website contains a Release History and Forum. You can reach both via Help > Visit the ELAN website. This menu also lets you go to the Download Page to download a new version or Subscribe to the mailing list. The Release History shows an overview of the differences between the succeeding versions of ELAN and can be found online via: http://tla.mpi.nl/tools/tla-tools/elan/release-notes.html.

2. Key concepts of ELAN

2.1. Annotation

An annotation is any type of text (e.g. a transcription, a translation, coding, etc.) that you enter on a tier. It is assigned to a selected time interval of the video/audio file (e.g., to the utterance of a speaker) or to an annotation on another tier (e.g., a translation is assigned to an orthographic transcription).

2.2. Tier

A tier is a set of annotations that share the same characteristics, e.g., one tier containing the orthographic transcription, or another tier containing the free translation.

A tier can be `independent' and `time-alignable', in which case its annotations are directly linked to a time interval of the media file (e.g., the `orthographic transcription' tier). Or it can be `referring', in which case it is linked to another tier, its so-called parent tier (e.g., the `orthographic transcription' tier) is a parent tier of the `free translation' tier). The referring tier shares its time alignment with its parent tier. The annotations of some referring tiers can be assigned to the time axis, but only to an interval that is contained within the interval of their parent annotation.

It is possible to build nested hierarchies, e.g., the `orthographic transcription' tier is the parent tier of a `word' tier, and the `word' tier is the parent tier of a `morpheme break' tier.

2.3. Type

Tiers are assigned to tier types, which specify certain constraints. The following constraints exist: None (independent, time-alignable tiers), Time Subdivision (the annotation on the referring tier can be subdivided and linked to the time axis), Symbolic Subdivision (the annotation on the referring tier can be subdivided, but not linked to the time axis), Symbolic Association (one annotation on the referring tier corresponds to exactly one annotation on the parent tier).

2.4. Template

A template is a special ELAN annotation file, an "empty shell" that contains the tier setup for doing annotations in a particular way, but without any annotations or attached media files. It saves a lot of work to base a new annotation file on a template, and makes it easier to annotate several videos in the same way.

2.5. Annotation file (*.eaf)

An annotation file is the document that contains all the information about tiers (their attributes and dependency relations), annotations, and time alignments and links to media files.

2.6. Media file (*.mpg, *.wav, etc.)

A media file contains the digitized video/audio (e.g. *.mpg) or only the audio (*.wav) data that you want to annotate. It determines the time axis to which the annotation file (*.eaf) is linked.

Chapter 1. Start a new annotation file

Every ELAN project consists of at least two files: one (or more) media file(s), and one annotation file.

- 1. One (or more) media file(s):
 - zero or more video file(s) (* .mpg, etc.)
 - and/or one audio file (*.wav)

The video file allows you to view the video and listen to the sound. If you want to view the waveform as well, you need to create an additional *. wav file through a conversion program that converts the audio data from one *.mp(e)g file into a *.wav format. In the case of multiple video files, the audio of the first selected video file is played. The kind and number of supported video formats depend upon the media framework you are using. If your media framework supports a format, the same goes for ELAN in general.

- 2. One annotation file:
 - an annotation file created by ELAN (*.eaf, "EUDICO Annotation Format")
 - or an imported annotation file.

All information (e.g., the tier setup, the time alignment, the annotations) is saved to the annotation file only - never to the media file(s). So you don't have to worry that adding an annotation within ELAN will change your media.

To start ELAN, do the following:

- 1. Double-click on the ELAN icon (on your desktop, or contained within the Java Web Start icon on your desktop). The start window is displayed in which you can open different kinds of documents.
- 2. Click on the File menu.
- 3. Click on:
 - Open... in case there is an ELAN file (*.eaf)
 - New... in case there is a media file (e.g. *.mpg, *.wav), but no annotation file (*.eaf)

In this latter case, the New Transcription dialog window will be displayed, e.g.:

🎾 New Look in :	kleve 🗸	the selection for anno for annon for anno for anno for anno for anno for	cted files
Recent Items	A list of files in the selected directory	Select a file for annotation	YELANVExample Files Vdeve Velan-example 1.mpg
My Documents	File Name elan-example1.wav File Format Common Media Files .mpg, *.mpeg, *. Choose from common media files or all files	Add a media file or a template file	Remove, or change order of the selected files. The first file provides the audio

Do the following:

- 1. Click on the "Look in" pull down box and browse to the directory that contains the media files.
- 2. If you want to use media files of another type (e.g. QuickTime *.mov), use the "Files of type" dropdown menu > select QuickTime files. Whether a media type is supported depends on your software configuration.
- 3. Double-click on the media file (* .mpg, * .wav, etc.) to select it. It appears now in the rightmost box. Alternatively, you can select the media file name and click afterwards on the >> button.
- 4. If you want to use a predefined set of tiers (a template), select the Template radio button and choose the template (i.e. *.etf) to be used:

🎾 New				×
Look in :	🕕 kleve	- 🤌 🔊 🖽 🛙		Selected Files:
Recent Items	tiers_ter	mplate.etf		\ELAN\Example Files\kleve\elan-example1.mpg \ELAN\Example Files\kleve\elan-example1.wav \ELAN\Example Files\kleve\tiers_template.etf
Desktop			>> Select	
My Documents			MediaTemplate	
Computer				
	File Name	tiers_template.etf		
NetWork	File Format	Template Files (*.etf)		Add Streaming File
				OK Cancel

5. Click OK to open the new annotation document; otherwise click Cancel to exit the dialog window without creating a new file. An ELAN window containing the new document appears.

Chapter 2. The ELAN window

The ELAN window displays the Menu bar, the Media Player controls, and a number of Viewers. The following figure shows the different viewers and controls in the ELAN window:



- The **Timeline Viewer** shows the annotations. You can zoom in or out by right-clicking on this viewer and choosing "Zoom". The Timeline Viewer also shows annotations arranged on different lines, the **tiers**. Each tier contains a different type of annotation, such as a section label, a free translation, a gloss, a grammatical label, or a phonological feature such as eye blink or body shift.
- The location of the current frame is indicated in the Annotation Density Viewer and the Timeline Viewer by the **crosshair**, a red vertical line or I-bar.
- The Grid, Text, and Subtitle Viewers provide alternative ways of viewing annotations on particular tiers.

2.1. Move around in the video/audio

An extended, VCR style set of media controls is available for starting and pausing the media player and for stepping through the media. The steps are:

- 1 pixel of the Timeline viewer, defaults to 10 ms, depends on zoom level
- 1 frame, defaults to 40 ms (e.g. for audio)
- 1 second.
- 1 scrollview (of the Timeline viewer) or "page"

• to the end/to the begin of the media

For all these steps there is a variant to the left and to the right.

The following picture shows the Media controls buttons together with their default short cut keys:



2.2. Control playback speed

On the **Controls** tab at the top of the ELAN window, next to the Grid, Text, and Subtitle Viewers, you can adjust the rate at which the video plays, from very slow to twice normal speed. If your video includes audio, there is also a volume control.



2.3. Set and use the selection

When referring to a **selection** in ELAN this is mostly about a selected time interval. Every audio and video file has a time axis and it is possible to highlight a segment of it by creating a selection. The selection can be used for creating new annotations or changing existing ones.

The most common way of creating a selection is by dragging with the mouse in any viewer area that has a time ruler. While dragging the crosshair moves with the mouse and the video is updated constantly. The begin, and end time of the current selection are displayed above the media and selection control buttons.

	0:00:06.030	Selection: 00:00:05.020 - 00:00:06.030 1010
14 14 F4 -		$ \boxed{\begin{array}{c} \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \$
* 00:	00:05.000 00:00:0 <mark>5.000 00</mark>	:00:07.000 00:00:08.000 00:00:09.0
Motion [2]		

When there is no selection it can be created by shift-clicking: a selection is created from the crosshair to where there has been clicked. When there is already a selection, shift-click can be used to add to or subtract from the selection.

4				4			
P	.000 00:00:05	00:00:06.000	0:00:00	P	.000 00:00:05	.000 00:00:06.0	00 00:00:0
Motion		<u>k</u>		Motion		k	7

Using selection mode in combination with the VCR style player buttons. In the example clicking the "1 second ahead " button results in the selection being extended to the right with one second.

		00:00:0	6.230		Selection: 00:0	0:05.100 - 00:00:06.23	0 1130		
		F 4 - <mark>4</mark> ▶	• ▶+ ▶F		⊳s <i>۶</i>	$\leftarrow \rightarrow$	↓ ↑	🗹 Selecti	on Mode
				Set time 1 s	acond ahead				
				Set time 1 S	econd anead				
A 7	, 			i i i i j i i j i i					· · ^ · · ·
	i i	.000 00:	00:05.000	00:00:06.000	00:00:07.000	00:00:08.000	00:00:	09.000	00:00:10
	Motion								

2.4. Using the selection controls

There are three Selection related buttons:



1. Play Selection, to only play the selected segment. In combination with Loop Mode the selection is

played multiple times. Use the Selection icon **S** from the selection controls, or use the shortcut key SHIFT+SPACE.

- 2. Clear Selection, deselects the current selection. Use the Deselection icon from the selection controls, or the shortcut key ALT+SHIFT+C or ALT+C. You can also use the shortcut key CTRL+SHIFT+Z. This shortcut also cancels selection mode.
- 3. "Move crosshair to the left/right boundary of the selection". Whether Selection Mode is on or off,

you can move the crosshair to the beginning in or end of the selection (Ctrl+/).

2.5. Working modes

There are several different working modes, some of which are designed with a specific task in mind. The default mode is the **Annotation Mode**, a generic mode in which almost all functions are available. Most functions discussed in this document so far are shown in the Annotation Mode. Switching between modes can be done via the **Options** menu. The other modes are:



1. Synchronization mode:

The Synchronization Mode allows the user to synchronize media files (video, audio, time series) of which the recording didn't't start exactly at the same time. By setting an offset for some of the files in this mode, the media files will be played in sync in ELAN. The media files will not be clipped, this synchronization has only consequences while working with them in ELAN.

2. Transcription mode:

🏂 ELAN - TM_ExampleFile.eaf							x
File Edit Annotation Tier Type Search View	Options	Window Help					
	No	Type1:po (p	Type2 : tl (lite	Type3 : dt (d	Type4 : tn (tr	Type5 : tf (fr	
		B_po	B_tl	B_dt	B_tn	B_tf	
	1	àtítabi àna wíríwírí.	the maize too, smaller, smaller smaller.				
		A_po	A_tl	A_dt	A_tn	A_tf	
00:00:43.800	2	č! sìkpakpa de!	yes! olden language!				
Loop Mode		C_po	C_tl	C_dt	C_tn	C_tf	
Time Interval: 00:02:49.180 - 00:02:51.690 2510	3	č! àwiriwiriá wáà mmo nɛ!	Yes! small ones that are there!				
Volume 35		B_po	B_ti	B_dt	B_tn	B_tf	
Rate 100	4	tã ṁsẻ láà piè ỳdù lo!	let me go and bath!				
Sattinga		C_po	C_tl	C_dt	C_tn	C_tf	
 Automatic playback of media Create missing annotations Show tier names 	5	ijġħŭ!	like when something unusual happen and the incident has been narrated to you and you don't really concern.				
Colors only on "No." column		B_po	B_tl	B_dt	B_tn	B_tf	1
Navigate across column Scroll current annotation to center	6	ne gó kadé ósè ne!	and when day breaks,				
Configure		C_po	C_tl	C_dt	C_tn	C_tf	
	7	nε gኃ teè ɔɔ̀ pié gɔ́ áta ɔɔ̀ piè ŋdu sasa nɛ!	since like you would have bath , when you wake up you will bath worm water!				
		B_po	B_tl	B_dt	B_tn	B_tf	
	8	iméè loò piè ló!	like i would have bath!				
	9	tásiì, kỗrỗ gó ló bore ikú ne!	unty, right now when i come from toilet!				
		A_po	A_tl	A_dt	A_tn	A_tf	
	10	õ!					-

The Transcription Mode is optimized for typing text into existing annotations. Annotations are presented in a spreadsheet-like, tabular layout in which navigation (from one cell to another) is entirely keyboard driven. When a cell (i.e. annotation) is activated the corresponding segment of the media starts playing. The selection of the tiers that the user wants to be visible in the table is based on the type of the tiers; tiers of the same type are shown in the same column. E.g. the first column can contain all tiers of type "orthography", the second column all tiers of type "translation" etc.

3. Segmentation mode:

🗶 ELAN - elan-example1.eaf	
File Edit Annotation Tier Type Search View Options Windo	w Help
E	Segmentation Controls
	 Two keystrokes per annotation (non-adjacent annotations)
	One keystroke per annotation (adjacent annotations)
	One keystroke per annotation, fixed duration
	Duration (ms.): 1000
	Stroke marks begin of annotation
	Stroke marks and or annotation Delayed mode: compensate for keystroke delay (me.)
	Segmentation Key: Enter
A NEPTA	
00:00:15.330	Selection: 00:00:15.330 - 00:00:17.190 1860
000 00:00:14.000	00:00:16.000 00:00:18.000
000 00:00:14.000	00:00:16.000 00:00:18.000
K-RGU	
K-Spch	ja test
W-Spch len the sign Kleef that's the oranje sin	then you follow the sign kleef you come down you know
W-RGU	
K-RGU	

The Segmentation Mode is designed for rapid and easy creation of empty annotations while the media is playing. Marking the begin and end time of annotations is done using the keyboard. It is possible to change the boundaries of an annotation by dragging them with the mouse. Creating and changing the boundaries of an annotation in this mode does not require making a time selection first (like is the case in the Annotation Mode).

4. Interlinearization mode:

	tion Tier Type Search	View Options Windo	ow Help			
Configure Analyze	er Settings			Analyzer - Tier Type conf	fguration	
Lexicon Analyzer	Parse Analyzer			Analyzer	Source	Target
Tarah uda yanai	ants in the preside process			Analyzer	200100	lager
	ants in the parsing process					
Maximum numbe	r of parse steps:					
60						
	Apply Settings	-				
			-	Show tier manning		Remove configuration Edit configurations
Lautan	- A	daan Antiana 📼				
Lexicor		xicon Actions V				
exical Entries					Interlinearize Recursive	Font Size: 12
Lexical Unit	Morph Type	Citation				
		CICCICICIT				
	root	Citation		A_phrase-segnum-en	1	
-	root	Grader	-	A_phrase-segnum-en A_word-bit-seh	1 Babanga ana munda ukulu .	
-	root prefix prefix		-	A_phrase-segnum-en A_word-bit-seh A morph-bit-seh	1 Babanga ana munda ukulu	
-	root prefix prefix prefix		-	A_phrase-segnum-en A_word-bit-seh A_morph-bit-seh A_morph-gis-pt	1 Babanga ana munda ukulu []	
- - -	root prefix prefix prefix prefix		^	A_phrase-segnum-en A_word-txt-seh A_morph-txt-seh A_morph-gis-pt A_morph-gis-pt	1 Babanga ana munda ukulu	
- - - -	root prefix prefix prefix prefix prefix		-	A_phrase-segnum-en A_word-bit-seh A_morph-bit-seh A_morph-gis-pt A_morph-nen &_morph-nen	l Babanga ana munda ukulu [
- - - - -	root prefix prefix prefix prefix prefix prefix			A_phrase-segnum-en A_word-bit-seh A_morph-bit-seh A_morph-gis-pt A_morph-hn-en A_morph-msa-pt	1 Babanga ana munda ukulu 🗌	
- - - - - -	root prefix prefix prefix prefix prefix prefix suffix			A_phrase-segnum-en A_word-bit-seh A_morph-bit-seh A_morph-gis-pit A_morph-n-en A_morph-msa-pit Speaker	1 Babanga ana munda ukulu (A	
- - - - - - - - -	root prefix prefix prefix prefix prefix prefix suffix suffix suffix root			A_phrase-segnum-en A_word-bit-seh A_morph-bit-seh A_morph-gis-pt A_morph-hn-en A_morph-hn-en TC	1 Babanga ana munda ukulu A 00:00:00.000 - 00:00:06 000	
- - - - - 3 3 didi	root prefix prefix prefix prefix prefix prefix suffix suffix suffix suffix			A_phrase-segnum-en A_word-btt-seh A_morph-btt-seh A_morph-btt-seh A_morph-git-pt A_morph-nn-en A_morph-nn-en A_morph-msa-pt Speaker TC A_phrase-segnum-en	1 Babanga ana munda ukulu A po:00:00.000 - 00:00:06:000 2	
i idi	root prefix prefix prefix prefix prefix prefix suffix suffix root suffix suffix suffix			A_phrase-segnum-en A_word-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-hn-en A_morph-msa-pt Speaker TC A_phrase-segnum-en A_word-bt-seh	1 Babanga ana munda ukulu (A 00:00:00.000 - 00:00:06:000 2 Mwenemo muna mti mizinji (
idi ji a tbuk	root prefix prefix prefix prefix prefix prefix suffix suffix suffix suffix suffix soffix soffix	ambuka		A_phrase-segnum-en A_word-bit-seh A_morph-bit-seh A_morph-hin-en A_morph-ma-pit Speaker TC A_phrase-segnum-en A_word-bit-seh A_morph-bit-seh	1 Babanga ana munda ukulu A Dococoo 000 - 00:00:06:000 2 Mwenemo muna mti mizinji	
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- - - - - - - - - - - - - - - - - - -	root prefix prefix prefix prefix prefix suffix suffix suffix suffix root stem root stem root suffix root	ambuka		A_phrase-segnum-en A_wort-bit-seh A_morph-bit-seh A_morph-bit-en A_morph-ma-ent Speaker TC A_phrase-segnum-en A_word-bit-seh A_word-bit-seh A_morph-bit-seh A_morph-bit-seh A_morph-bit-seh	t Babanga ana munda ukulu A 00:00:00:000 - 00:00:06:000 2 Mwenemo muna miti mizinji	
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- - - - - - - - - - - - - - - - - - -	root prefix prefix prefix prefix suffix suffix suffix oot suffix duffix sten foot suffix suffix sten foot suffix sten foot sten sten sten sten sten sten sten ste	ambuka		A_phrase-segnum-en A_word-kt-seh A_morph-dt-seh A_morph-dt-seh A_morph-tin-en A_morph-tin-en A_phrase-segnum-en A_word-kt-seh A_morph-dt-seh A_morph-tin-en A_morph-tin-en A_morph-tin-seh	t Babanga ana munda ukulu A 00:00:00:000 - 00:00:06:000 2 Mwenemo muna miti mizinji	
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- - - - - - - - - - - - - - - - - - -	root prefix prefix prefix prefix prefix suffix suffix suffix suffix stem root suffix stem root stem stem stem stem stem stem stem	ambuka		A_phrase-segnum-en A_word-kt-seh A_morph-dis-ph A_morph-dis-pt A_morph-me-en A_morph-me-en A_phrase-segnum-en A_word-kt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-me-en A_morph-me-en A_morph-me-en TC	1 Babanga ana munda ukulu A p0:00:00:000 - 00:00:06:000 2 Mwenemo muna miti mizinji A D0:00:06:000 - 00:00:12:000	
	root prefix prefix prefix prefix suff	ambuka		A_britase-segnum-en A_word-bt-seh A_morph-olis-pt A_morph-olis-pt A_morph-ma-en A_morph-ma-pt TC A_phrase-segnum-en A_worph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-ms-pt Speaker TC A_phrase-segnum-en	1 Babanga ana munda ukulu A D0.00.00.000 - 00:00.06 000 2 Mwenemo muna mtti mizinji , A A D0.00:06.000 - 00:00:12 000 B	
	root prefix prefix prefix prefix prefix suff	anbuka		A_phrase-segnum-en A_word-kt-seh A_morph-dis-pt A_morph-dis-pt A_morph-hn-en A_morph-hn-en A_morph-hn-en A_phrase-segnum-en A_word-kt-seh A_morph-dis-pt A_morph-dis-pt A_morph-dis-pt A_morph-ms-a-pt Speaker TC A_phrase-segnum-en A_word-kt-seh	1 Babanga ana munda ukulu A po:00:00.000 - 00:00:06 000 2 Mwenemo muna miti mizinji A po:00:06.000 - 00:00:12.000 3 Muna milaranja _ mitigu _ mindimu ha mimanga _	
	root prefix prefix prefix suffix suffix suffix suffix suffix suffix suffix suffix stem root suffix stem stem stem stem stem stem stem stem	ambuka		A_phrase-segnum-en A_word-kt-seh A_morph-kt-seh A_morph-gis-pt A_morph-tim-en A_morph-tim-en A_word-kt-seh A_morph-tit-seh A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en A_morph-tim-en	1 Babanga ana munda ukulu A p0:00:00:000 - 00:00:06:000 2 Mwenemo muna miti mizinji A p0:00:06:000 - 00:00:12:000 3 Muna milaranja , mitigu , mindimu na mimanga .	
	root prefix prefix prefix prefix prefix suff	ambuka ambuka ba ba		A_phrase-segnum-en A_wort-kt-seh A_morph-dis-pt A_morph-dis-pt A_morph-mea-pt Speaker TC A_phrase-segnum-en A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh A_phrase-segnum-en A_word-kt-seh A_word-kt-seh A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh A_morph-ti-seh	1 Babanga ana munda ukulu A D0:00:00:000 - 00:00:06:000 2 Mwenemo muna miti mizinji A D0:00:06:000 - 00:00:12:000 3 Muna milaranja , mitigu , mindimu na mimanga .	
	root prefix prefix prefix prefix suff	balangaga		A_phrase-segnum-en A_wort-kt-seh A_morph-tk-seh A_morph-th-en A_morph-th-en A_morph-th-en A_word-kt-seh A_morph-st-seh A_morph-st-seh A_morph-st-seh A_morph-st-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh A_morph-tk-seh	1 Babanga ana munda ukulu A p0:00:00:000 - 00:00:06:000 2 Mwenemo muna miti mizinji A p0:00:06:000 - 00:00:12:000 3 Muna milaranja , miligu , mindimu na mimanga .	
	root prefx prefx prefx prefx prefx suffx suffx souffx souffx stem root suffx stem root stem stem stem stem stem stem stem stem coot stem stem coot stem coot stem root coot root stem root root root root root root	ba babababababababababababababababababa		A_bhrase-segnum-en A_word-bt-seh A_morph-dis-pt A_morph-dis-pt A_morph-nen-en A_morph-nen-en A_morph-nen-en A_morph-tis-eh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh A_morph-bt-seh	1 Babanga ana munda ukulu A D0:00:00:00 - 00:00:06:000 2 Mwenemo muna miti mizinji A D0:00:06:000 - 00:00:12:000 3 Muna mitaranja , mitigu , mindimu na mimanga .	
	root prefix prefix prefix prefix prefix suffix suffix ootfix cost suffix suffix suffix suffix suffix stem coot root root root root root root root root	bala bala balaka balaka balaka balaka balaka		A_phrase-segnum-en A_word-txt-seh A_morph-txt-seh A_morph-tst-seh A_morph-tns-pt Speaker TC A_phrase-segnum-en A_word-txt-seh A_morph-txt-seh A_morph-txt-seh A_morph-txt-seh A_morph-txt-seh A_morph-txt-seh A_word-txt-seh A_word-txt-seh A_word-txt-seh A_morph-txt-seh A_morph-txt-seh A_morph-txt-seh A_morph-txt-seh A_morph-txt-seh A_morph-txt-seh A_morph-txt-seh A_morph-txt-seh	1 Babanga ana munda ukulu A b0:00:00.000 - 00:00:06:000 2 Mwenemo muna miti mizinji A 00:00:06:000 - 00:00:12:000 B Muna milaranja miligu mindimu ha mimanga	

Figure 2.1. Interlinearization mode Main view

Interlinearization mode is a text oriented mode designed for parsing and glossing annotations to one or more lines of interlinearized text. This can be done manually or with the use of one or more so-called Analyzers. Analyzers are software modules that accept an annotation as input and produce suggestions for one or more annotations as output. Examples of the type of processing analyzers can perform are tokenization, morphological parsing and lookup of glosses. The segmentation and (typically) the transcription of speech events need to be done in one of the other modes before interlinearization can be added in this mode.

Part of the user interface of this mode is a Lexicon panel, the front end of a Lexicon Component module. It allows to create, import and edit a lexicon and its entries. Lexicons are stored separately from annotation data in a new data format. These are the lexicons that analyzers can get access to.

Chapter 3. Tiers, tier types, controlled vocabularies and templates.

Every annotation in ELAN belongs to a tier. You can change what tiers you use, but to do so, you have to understand how tiers work. Each tier shows as a separate row of annotations in the Timeline Viewer, and is available for display in the Grid, Text, and Subtitles Viewers. Within a tier, annotations do not overlap, but the annotations on one tier can overlap with annotations on other tiers. Every tier is classified as a particular **Tier Type**. The tier type determines Whether the tier uses a **Controlled Vocabulary**. A controlled vocabulary is a limited set of possible annotations that you can use in a tier. For example, a tier for eye gaze might use a controlled vocabulary consisting of annotations such as "left", "center" and "right"; these would be the only possible values for annotations in this tier. If two or more tiers belong to the same tier type, they may still differ from each other in several ways. They might:

- describe the behavior of different participants or different articulators of the same participant
- have different parent tiers
- use different default languages (English, Spanish, French, Chinese, etc.)
- use different conventions or styles (formal vs. informal glossing, for example)

So, for example, you might have a tier type of "Free translation" and have two different tiers, one for a free translation in English and the other in Spanish. Or, you might have a tier type "handshape" with two different tiers, one for each hand. Or, you might have a tier type "Note" and different tiers for grammatical, ethnographic, and working notes. Thus, you have complete control over what tiers, tier types and controlled vocabularies you use to annotate a particular video, how the tiers depend on each other, and how the tiers are displayed. When you start work on a new video, it is helpful to base the annotation file on a **template** which contains a predefined set of tiers, tier types, and controlled vocabularies (see). But, there is often reason to add new tiers or types, rearrange them, or make other changes. The following section explains how to do so.

3.1. Control how tiers are displayed

You can control which tiers are displayed and in what order. There are two ways to rearrange the order in which tiers are displayed.

- 1. Right-click on the list of tiers and choose "Sort Tiers", then choose which way you want them to be grouped.
 - "Sort by Hierarchy" displays relationships between parent and child tiers.
 - "Sort by tier Type" and "Sort by Participant" group them according to tier type and participant.
 - "Unsorted" leaves you completely free to rearrange the display as you want.
- 2. Click on the name of a tier and drag it up or down in the list. Depending on how you have chosen to group the tiers, there are limits to how you can rearrange them. For example, if you have chosen "Sort by Participant", you can't move a tier away from other tiers that have the same participant, but you can move that participant's group of tiers up or down as a group.

To hide or display a tier, right-click in the list of tiers at the left edge of the Timeline Viewer, choose Visible Tiers, and then either Hide All, Show All, or choose which tiers to display with the check boxes.

If a tier has children, and you have chosen to sort the tiers by hierarchy, you can show or hide its children as a group. Right-click on the name of the parent tier, and choose Collapse/Expand tiername.

3.2. Create, modify and delete tiers

Before you create a tier, you have to have an appropriate tier type set up first. Furthermore, if you want to use a controlled vocabulary with a tier, you can specify that in the setup of the tier type.

To add a new tier select Add New Tier from the Tier menu. The following Add Tier window will be displayed, it shows an overview of the current tiers and a tab pane for adding, changing, deleting and importing tier definitions.

				er			
Current Tiers -							
Tier Name	Parent T	ier Tier Type	Participant	Annotator	Input Method	Content La	
Event	-	Motion			English (Unit	-	
Clause Tra	-	ID			English (Unit	-	
Motion	Clause Tr	a Sp Comm			English (Unit	-	
Gesture #	-	Gesture #			English (Unit	-	
Gs Hand	Gesture a	# Gs Hand			English (Unit	-	
Gs Type	Gesture a	# Trans Com			English (Unit	-	Ŧ
Fior Name	Delete	Import Event					
Change	Delete	Import Event					
Fier Name	Delete	Import Event					
Fier Name Participant	Delete	Import Event					
fier Name Participant Annotator	Delete	Import Event					
Fier Name Participant Annotator Parent Tier	Delete	Import Event					
Tier Name Participant Annotator Parent Tier Tier Type	Delete	Import Event none					
Tier Name Participant Annotator Parent Tier Tier Type Input Method	Delete	Import Event none Gesture # English (United Sta	ates) (System) default)			
Tier Name Participant Annotator Parent Tier Tier Type Input Method Content Langu	age	Import Event none Gesture # English (United State English (eng) - eng	ates) (System g - http://cdb.	e default)	DB-00138502-00	01	
Tier Name Participant Annotator Parent Tier Tier Type Input Method Content Langu More Option	Inge	Import Event none Gesture # English (United Sta English (eng) - eng	ates) (System g - http://cdb.	default) .iso.org/lg/C	DB-00138502-00)1	

The following attributes can be set for a tier:

- Name should be unique in the set of tiers.
- Participant name or code for the participant or subject this tier is referring to.
- Annotator name or code of the creator of the annotations on this tier.
- Parent: the parent tier of this tier or none.
- tier Type defines the type of this tier, the constraints that apply to it and its annotations.
- Default Language in practice a property for input methods (virtual keyboard etc.).

To modify an existing tier, choose Edit, > Change Tier Attributes, or right-click on the name of the tier in the Timeline Viewer and choose Change Attributes Of tier-name. Choose the tier you want to modify, make changes, and choose Change. Some changes are not allowed, as they might invalidate existing annotations on the tier. When you are done, choose Close.

To delete a tier, choose Edit, > Delete Tier, or right-click on the name of the tier in the Timeline Viewer and choose Delete tier-name. Choose the tier you want to delete, and then choose Delete. This will delete the tier along with any annotations that are on it. When you are done with deleting tiers, choose Close.

3.3. Create, modify and delete tier types

A **tier type** consists of a number of constraints that can be applied to a tier and its annotations. Several predefined structural relations and constraints are available. A tier has to be associated with a tier type and is thus assigned to a certain type of linguistic data, for instance orthography, translation, part of speech, gesture phases etc.

To add a new tier type select Add New tier Type from the Type menu. The window shows a table with the current types and a tab pane for adding, changing, deleting and importing type definitions.

Add Type						×	
		Add Typ	e				
Current Types							
Type Name	Stereotype	Use Controlled	DC ID	Time-a	Refer		
utterance	erance -		-	✓			
words	Time Subdivision	-	-	✓			
phonetic_transc	Symbolic Associ	-	-			Ξ	
gestures	-	-	-	✓			
gesture_phases	Time Subdivision	Gesture_phases	-	✓			
gesture_meaning	Symbolic Associ	-	-			*	
Гуре Name	morp	norphemes					
Stereotype	Sym	Symbolic Subdivision					
Use Controlled Voca	bulary	e					
Lexicon connection				-	-	-	
ISO Data Category				t l		-	
Time-alignable							
References to Grap	hics Allowed						
			000				

The following attributes can be set for a tier type:

- Name should be unique in the set of types
- Stereotype None or one of four constraint types (see below)
- · Controlled Vocabulary none or one of the available controlled vocabularies
- ISO Data Category the identifier of a data category in ISOcat
- Time-alignable depends on the selected Stereotype, can not be set by the user

• References to Graphics Allowed - to be ignored, leave this box unticked

To modify an existing tier type, choose Edit, > Change tier Type. In the drop-down box, choose what type you want to change, make the changes, and choose Change. Then, repeat the process with other tier types. Some changes are not allowed, as they might invalidate existing annotations on the tiers. When you are done, choose Close.

To delete a tier type, choose Edit, > Delete tier Type. In the drop-down box, choose which type you want to delete, then choose Delete. Be careful not to do this until you first make sure that there are no defined tiers that belong to this type! When you are done, choose Close.

3.3.1. Tier hierarchies

Tiers can be set up as a child tier or dependent tier of another tier. Annotations on a dependent tier each are bound to an annotation on the parent tier, the time boundaries of the child annotation cannot exceed the boundaries of the parent annotation. In other words, the child annotations are always required to be inside the interval of the parent annotation. To create a dependent tier, first make sure a tier type with a proper Stereotype has been created: "None" is exclusively for tiers *without* a parent, the other types are only for depending tiers. In the Add Tier window, first select the parent tier for the new tier and then select one of the available valid tier types. The Stereotype of the tier type determines the kind of annotation that can be created on the tier. As long no parent tier has been selected only the tier types with Stereotype "None" are listed. A few additional constraints apply when setting up tiers:

- A tier of a "symbolic" Stereotype (Symbolic Subdivision, Symbolic Association) can not have a child tier of a time-alignable type (Time Subdivision, Included In).
- Once a tier has been created and contains annotations, it is not possible anymore to change its tier type to a type with another stereotype.

The following table list the four currently available stereotypes and their main features:

• None	The annotation on the tier is linked directly to the time axis, i.e., the annotation is entered on an independent tier. Two annotations cannot overlap.
Time Subdivision	The annotation on the parent tier can be sub-divided into smaller units, which, in turn, can be linked to time intervals. Note that there are no time gaps allowed, i.e., the smaller units have to immediately follow each other. E.g., an utterance transcribed on a parent tier can be sub-divided into words – each of which is then linked to its corresponding time interval. Annotations on such tiers are time-alignable. They differ from annotations on independent tiers in that they are assigned to an interval that is contained within the interval of their parent annotation.
Symbolic Subdivision	Similar to Time Subdivision, except that the smaller units cannot be linked to a time interval. E.g., a word on a parent tier can be sub-divided into individual morphemes (which are not linked to a time interval).
• Included In	

Table 3.1. tier type stereotypes

	All annotations fall within the borders of the parent tier. However, there can be gaps between the child annotations.		
	E.g., a sentence with a silence can be split up into words while the silence corresponds to a gap in the child annotations (i.e. the separate words).		
Symbolic Association	The annotation on the parent tier cannot be sub-divided further, i.e., there is a one-to-one correspondence between the parent annotation and its referring annotation.		
	E.g., one sentence on a parent tier has exactly one free translation. Or one word has exactly one gloss.		

3.4. Create and modify controlled vocabularies

A Controlled Vocabulary is a list of possible annotation values (or codes) that the annotator wants to use on one or more tiers. CV's can be created and modified by the user and can be part of the annotation document or can be defined in a separate file. CV's can reduce typing errors and thus improve annotation consistency. CV's give you a way of using a restricted set of labels for the annotations on one tier. This both gives consistency to your annotations and makes it faster to add them. They are especially useful for annotations of phonological features, such as eye gaze, blinks, mouth shape, body shift, and so forth. You establish a controlled vocabulary for a tier indirectly, by associating it with the tier's tier type. So, to use controlled vocabularies, first you have to set up the controlled vocabulary itself, then set up a tier type that uses it, then set up a tier that belongs to that tier type.

To define a new Controlled Vocabulary or change an existing one select Edit, > Controlled Vocabularies in the Edit menu.

The Edit Controlled Vocabulary window consists of two main parts. The upper part is for adding, importing. exporting and changing the vocabularies. The lower part of the window is for adding and modifying the entries of the selected controlled vocabulary. An entry consists of a value and an optional description. Apart from that it is possible to link an entry to a data category defined in ISOcat.

Tiers, tier types, controlled vocabularies and templates.

🎉 Edit Contro	lled Vocabulary	——				
Edit Controlled Vocabulary						
Controlled Voc						
Current CVs	POS - 1					
	ena - English (eng) 👻	Add				
CV Name	POS					
Description		Change				
beschpuon	Gesture phases	Delete				
		2				
		External CV				
		Export .ecv				
Entries	<u> </u>					
		Entry value 3				
eng						
v		Entry description				
int		noun 4				
pro		ISO Data Category				
det		Browse				
art		Add				
adv						
con		Change				
dem post		Delete				
part		More Options				
Sort A	A-Z Sort Z-A	6				
		Close				

Figure 3.1. Edit controlled vocabulary

- 1. The CV being edited, the entries and the set language.
- 2. Import & export options, link to an external CV.
- 3. Annotation value as it is going to be filled in.
- 4. A description of the entered value.
- 5. Association with an ISO Data Category.
- 6. Buttons to move the selected entry up/down, top/bottom. Undo/redo changes to the CV.

There is also an option to set one or more languages for a CV. This allows you to have one CV that contains a certain vocabulary in both English and German, for instance. You can choose from nearly 7700 ISO specified languages.

🎉 Edit Controlled Vocabulary	—			
Edit Controlled Vocabulary				
Controlled Vocabulary Current CVs POS deu - German (deu) CV Name Description Edit Languages	Add Change Delete Import External CV Export .ecv			
Entries eng deu 2 n h v int adj pro det adj pro det adv con dem post part V III N Sort A-Z Sort Z-A	Entry value h Entry description 3 Hauptwort ISO Data Category Add Change Delete More Options The continuation of the content of t			
	Close			

Figure 3.2. Edit CV Languages

- 1. The list of current languages linked to the CV
- 2. Entries for the linked languages
- 3. Annotation value and description as it is going to be filled in.
- 4. Add/change/delete entries within the chosen language.

When a tier has been associated with a controlled vocabulary (via its tier type), a drop down list appears the moment an annotation on that tier is created or edited allowing the user to select one of the values.



3.5. Create and modify a template

Once you have a set of tiers, tier types, and controlled vocabularies that you like, you can save them in a template so that you can use them later for creating new annotation files. A template is an annotation document without links to media files and without annotation but with the definitions tiers, tier types and controlled vocabularies. It can be created from any annotation document and can be used as the basis for new annotation documents. To create a template chose File, > Save as Template.... The extension for template files is .etf. To create a new annotation document based on a template, follow the steps to create a new document. In the File browser, click the Template button and navigate to a folder containing a template file. Select the .etf file and click the "copy to right" button >> or double-click the template file. The right panel now lists a template file and the selected media file(s) for the new document. A new document is created with the media player(s) and all the tiers from the template.



Note

Any changes to the template will not affect any annotation files already created. This can be good and bad: good when you want to revise the template without affecting annotation files you've already created, bad when you want to make the changes in the annotation files too. In the latter case, you will need to make the changes individually in each file.

Chapter 4. Work with annotations

This section explains how to add annotations to a tier, to use them once they are added, and to modify them. This is the heart of what ELAN is designed to do and what makes it so tremendously useful.

4.1. Add an annotation

4.1.1. Entering annotations (into the Inline Edit box)

How to create an annotation depends on the type of the tier the annotation has to be added to. On timealignable tiers new annotations (usually) are created with a specific begin and end time. On non-alignable tiers annotations inherit time information from a parent annotation that they depend on.

Select a tier to work with as the "Active Tier". The easiest way to do this is to double-click on the name of the tier, at the left side of the Timeline Viewer. The name of the active tier will be underlined, red and bold. When a portion of the video is selected, the shading of the active tier inside the selection is pink rather than blue. The active tier is the one that normally receives new annotations.

A time-alignable annotation can be created on the junction of a selection and the active tier. There are several ways to do so:

- In the Annotation menu select New Annotation Here
- Right click on a tier and from the popup menu select New Annotation Here
- Double click in the area where a selection and a time alignable tier intersect

In all cases, the Inline Edit box appears, e.g.:



The same text edit box appears when double clicking an existing annotation. An alternative method to get an Inline Edit box is the following:

- 1. Click a time that should become the begin time of the annotation.
- 2. Press Shift+enter.
- 3. Click a time that should become the end time of the annotation.
- 4. Again press SHIFT+ENTER.

An Inline Edit box appears on the selected tier.

You can now enter an annotation value and then press the key ESC to commit the text. If you press the keys CTRL+ESC (without entering an annotation value), you create an empty annotation. To save the annotation

you can either use the shortcut keys CTRL+ENTER, or right-click in the Inline Edit box and click on Commit Changes in the pull-down menu.

4.1.2. Entering annotations (into the Edit Annotation box)

The Edit Annotation window differs from the Inline Edit box in that it has a bigger, resizable display and supports line wrapping. It is therefore better for entering longer texts.

To enter an annotation into the Edit Annotation box, do the following:

- 1. Either make a selection in the Timeline Viewer, or click on an existing annotation in the Timeline or Interlinear Viewer.
- 2. Access the Inline Edit box
- 3. Do one of the following:
 - a. Either use the shortcut keys SHIFT+ENTER.
 - b. Or right-click in the Inline Edit box. A pull-down menu appears. Click on Detach Editor.
- 4. The Edit Annotation box appears:

in a state of the			
	Detach Editor	Shift-Enter	
00:00:24.000	Commit Changes	Ctrl-Enter	💢 Edit Annotation
rhine eh valley	Cancel Changes	Escape	Editor Edit Select Language
r arm a restr	Cut		rbine eb vallev
1 STU 9 ASCIL	Сору		in the entities
Rhine er	Paste		
	Select All		
n po	Nederlands (Nederland) (System default)		
thermlei	Arabic (MLT Arabic)		
	Arabic (Windows)		-
	chinese (simplified)		
	chinese (traditional)		
hold prepar	English (ASCII)		FI

The Edit Annotation box is automatically preconfigured for the default character set of the tier. If you want to use a different character set, do the following:

a. Click on Select Language. A pull-down menu appears that displays the available character sets, e.g.:

🔀 Edit Annotation 🛛 🔀								
Editor	Edit	Select Language						
rhine	eh	h Nederlands (Nederland) Arabic (MLT Arabic)						
	0							
		Arabic (Windows)						
		chinese (simplified)						
		chinese (traditional)						
		English (ASCII)						
		Georgian (Heinecke)						
		Georgian (Imnaishvili Arrangement)						
		Georgian (MLT) Hebrew (Standard)						
		ipa-96 (rtr)						
		ipa-96 (SAMPA)						
		ipa-ext (IPA Exte	nded)					
		Korean (Standar	d Hangul)					
		Russian (YAWERTY (Phonetic))						
		Turkish (Standar	d)					

- b. Click on the appropriate character set. From now on, the characters are entered in the selected set.
- c. To switch back to the default character set, repeat the steps above and select the default set from the pull-down menu.
- 5. Edit the annotation.
- 6. Save the annotation by doing one of the following:
 - a. Use the shortcut keys CTRL+ENTER.
 - b. In the Edit Annotation box, click on Editor and then click on Commit Changes in the pull-down menu.

To exit the Edit Annotation box without saving, do one of the following:

- 1. Use the shortcut key ESC.
- 2. In the Edit Annotation box, click on Edit and then click on Cancel Changes in the pull-down menu.

To return to the Inline Edit box, do one of the following:

- 1. Use the shortcut keys SHIFT+ENTER.
- 2. In the Edit Annotation box, click on Attach Editor in the pull-down menu.

4.2. Modify or delete an annotation value

To modify the text of an existing annotation, first make it active. Then, you can do one of the following:

- 1. In the Timeline or Interlinear Viewer:
 - a. Click on the annotation that you want to modify. It appears in a dark blue frame which means that it is active. You can only edit active annotations

- b. Do one of the following:
 - i. Right-click on the selected annotation. A pull-down menu appears. Click on Modify annotation value.
 - ii. Or click on Annotation > Modify annotation value (ALT+M). The Inline Edit box appears.
- 2. In the Grid Viewer:
 - a. Double-click on the annotation that you want to modify. The Inline Edit box appears.

To delete the value of annotation, do the following:

- 1. In the Timeline or Interlinear Viewer, click on the annotation from which you want to delete the value. It appears in a dark blue frame.
- 2. To delete it, do one of the following:
 - a. Right-click on the selected annotation. A pull-down menu appears. Click on Remove Annotation Value.
 - b. Or click on Edit menu. Then click on Remove Annotation Value.

c. Or use the key equivalent ALT+Delete.

The annotation value is deleted without further warning

4.3. Subdivide an annotation on a depending tier

Annotations on some tiers can be subdivided into smaller units on a depending tier. In this way, you can for example break up a sentence into different words (or words into morphemes, etc.), as in the following illustration:

▲ ▼ 5555855565556555555555555555555555555	300 00		entence	00:00:03.400	00:00:03.600	
W-Spch <	so you g	so you go out of the Institute to the Saint Anna Straat.				
	go	out	of	the	\rightarrow	
subdivision of	v	adv	ргер	art		
words	səv ju: go aut əf ðə ınstītju:t to zə sant ana stra:t					

To divide an annotation into smaller units on a depending tier, do the following:

- 1. In the Timeline or Interlinear Viewer, click on the annotation that you want to subdivide. It appears in a dark blue frame.
- 2. Do one of the following:
 - a. Right-click on the selected annotation. A pull-down menu appears. Click on either New Annotation before or on New Annotation after to subdivide the annotation.

b. Or click on Edit menu. Then click on either New Annotation before or on New Annotation after to subdivide the annotation.

If you click on New annotation before, the original annotation is divided and the new annotation is inserted to its left (as in the illustration below). If you click on New annotation after, it is inserted to its right.

i0 th	00:00:14.600 at's the Oranje Sir	00:00:14.800 ngle	00:00:15.000	00:00:15 New ar	nnotation after
th	at 's	the	e Oranje		
555555	original an	notation			new annotation
	00:00:14.600 nat's the Oranje Sin	00:00:14.800 ngle	00:00:15.000	00:00:15.200 00:	inserted to the right of the old annotation
tł	nat 's	the	e Oranje		Single



Note

This option is only available for those tiers that are assigned to the stereotypes Time Subdivision and Symbolic Subdivision.

An annotation is always subdivided into two units. If you need further subdivisions, repeat the steps above.