2013

Rules for the Audio Transcription Trial competition

**49th Intersteno Congress
Ghent (Belgium) - 2013**

Trial competition – Audio transcription

The development of digital audio recording joint with the possibility of a files transfer over Internet has considerably influenced the process of text production (reports) through their transcription, which is actually the greater part in the professional reporting field.

This transcription can be done with the keyboard, stenotype or speech recognition.

We should therefore, keep up with technological changes and, before others entities, take possession of this idea. Intersteno assess the concrete possibility of an audio-transcription competition according to the criteria indicated in the presentation released in Prague and consolidated in the draft of the rules hereunder, which have been aligned with the discussions and decisions taken on that occasion.

Article 1 – Kind of competition

The competition consists in transcribing for 10 minutes a digital recorded dictation in the competitors' mother tongue, as far and as he can go and as accurate as he can go.

Keyboard, stenotype or voice recognition in re-speaking mode (*it is producing text by speech recognition*) may be used.

The dictation will last 15 minutes at the constant speed of 320 syllables per minute.

The recorded text will be politically neutral, without specific technical terms or names that require a special knowledge of a specific theme or region and without figures.

Participant country groups will provide the Jury with the dictated text and the audio file (in MP3 format), which will be checked by the Jury Leader.

The competition formula allows participation of sight-impaired or blind persons.

Article 2 – Software and tools

Competitors must bring their own computer and are allowed to use:

- any audio listening software, also permitting to slow down or speed up the dictation (like ExpressScribe or several others also available free of charge on Internet);
- a foot remote control of the audio playing (pedal);
- a text editor (Word – txt – rtf);
- a speech recognition software (only in re-speaking mode: in order to test the ability of the competitor, the use of automatic speech recognition transcription is NOT allowed);
- competitors using re-speaking must use a stenomask or other form of voice silencer needed to make speech dictation inaudible to others in the room.

Competitors may use any strategy in producing the transcript, therefore increasing or decreasing the speed of the recording, stopping at any moment and doing corrections and editing as needed.

Article 3 – Tasks during the competition

Competitor receives from one of the Jury assistants an USB pen-drive, labelled by his own number and name (*for example: 634AT - John Smith - EN*). The pen-drive contains an mp3 file with the dictation to be transcribed.

Each competitor inserts the pen drive and check if it contains the file. He must NOT begin the transcription which will start and end at the Jury member signals.

At the end, the competitor saves the transcript on the same USB pen-drive, with the same name and number (*like the previous example 634AT - John Smith - EN*) and hands in the transcription file to the Jury assistants.

Competitors must remain seated: they are allowed to exit the room only after all competitors have delivered transcriptions and the files have been checked by the jury.

Article 4 – Evaluation

Evaluation of transcripts takes into account the amount of characters and the accuracy.

Competitors are successful if their works are within the following limits:

Category	Min. char. /minute	Max. errors
Seniors	300	1 %
Juniors	280	1 %
Pupils	240	1 %

Fifty (50) penalty points will be deducted from the total number of written characters for each of the following errors:

- missing, additional or modified characters (maximum one error per word is counted),
- transposition of two characters or two words,
- missing or additional words or word groups,
- missing or extra spacing,
- missing, twice typed and transposed lines.

For words or lines that are omitted, the corresponding number of characters will also be deducted. Errors in the final ten characters are not counted; counting ends with the last correct character.

Article 5 – Medals and certificates

No championship title, award, certificate or medal will be released.

Article 6 – Result list

This in Ghent 2013 will be a trial competition. Therefore, no official classification list will be released, even if the results will be integrated as "report"' in that document in order to be used as feedback for rules adjustment.

The result list includes all valid transcriptions, regardless from the technology used, which will be indicated by short forms:

- keyboarding – KB,
- stenotype (any kind) – ST,
- speech recognition – VW.

The list will be formed according to the results obtained by competitors and indicate the place, name, country, association/school, number of characters per minute, % of accuracy, points and technology used.

A separate result list of sight impaired or blind people will be released. Same rules are applicable.

For ideographic languages, given that the use of keyboard and steno machines may differs, the Jury is entitled to decide whether to admit them to the trial competition in Ghent: in such case separate result lists will be formed.

Final provisions

For general rules of contest, please refer to the articles 2, 3, 4, 5, 6, 7, 8 and 12 (General) of our regulations for 49th Congress in Ghent (2013). The official regulations are those drafted in English.

In order to make the reading of the text easier, all the designations of people are masculine and valid for both sexes as abbreviated version.

These regulations are based on the decisions of the Intersteno Council at October 2012 in Prague (Czech Rep.) and have been finalized by the Jury on October 12th, 2012.