

### FEATURES OF UNSCRIPTED CONVERSATION

1. **opening greetings** -formulaic to ease participants into conversations  
-may be accompanied by body lang/gestures
2. **turn taking** -conversationalists have to make instant, finely discriminating judgement on when to start turn
3. **adjacency pairs** -statement and response
4. **holding the floor** -person speaking holds floor  
-determining takeover:
  - i. naming them
  - ii. complete their sentence
  - iii. hesitate
  - iv. sound & body language
  - v. voice starts to fall & speaker looks at those who are about to takeover
5. **clashing** -speaking at the same time
6. **repairing** -correcting self/using phrases that acknowledge mistakes  
-other participant may correct mistake
7. **topic shift** -done via formulaic expressions
8. **conversation endings** -formulaic  
-make plans to meet again  
-body language

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1. **phatic communion** -ice breakers
2. **adjacency pairs** *mentioned in structure*
3. **voiced pauses** -non-fluency features/fillers used to give time to think or announce start of utterance
4. **voiceless pauses** -silence/break in conversation
5. **false starts** -non-fluency features to correct previous statements
6. **repetition** -for emphasis or to gain thinking time
7. **turn taking** *mentioned in structure*
8. **overlaps & interruptions** -non-fluency feature
9. **hedges/vague language** -avoid coming to point or saying things directly  
-to soften blow of statement
10. **modality** -introduces different options and compromises for negotiation
11. **ellipses** -omission or slurring of syllables
12. **transactional language** -discourse to get things done with specific purpose
13. **elision** -meaning of utterance is generally understood between participants & can be shortened

### CHARACTERISTICS OF UNSCRIPTED CONVERSATION

1. **back channel** -sounds to reassure speaker that listener is following
2. **discourse markers** -words/phrases marking boundaries between one topic and another  
-also used to signal end of conversation (used widely via phone)
3. **non-standard features & forms** -speaker struggles to phrase utterances clearly
4. **tag questions** -at the end of declarative utterances to elicit response from listener
5. **deixis** -words that locate the conversation in a specific space/-context that a non-participant wouldn't understand
6. **fixed expressions** -phrases said can become routine and patterned
7. **vague expressions** -words used to soften requests & maintain greater engagement between speakers
8. **adverbs**

