

Style 2 – Basic Video Interview with Time Code - Example

Media Title Name

Media File Number

Transcription Date: XX/XX/07 – Transcriber: XX

[02:00:30] BEGIN VIDEO

[TECHNICAL]

[02:01:00]

INTERVIEWER

How did the victim's parents react to this first hit on the video tape?
Were they angry, scared?

DETECTIVE

I think they had a lot of emotions runnin' through 'em. One, I think they were very afraid. Picture yourself being there. All of a sudden...

[02:02:30]

The Smiths when they first seen the video and the person in the video...I think they had all kinds of emotions running through them. I know when they came to our office, one, they were upset. They were afraid. You know, you picture yourself going out and purchasing this camera and the video, and then all of a sudden you come home from a ten, twelve hour day, work,

[02:03:00]

and then you see what somebody they said they seen next door, the neighbor. They were extremely upset, worried. You know, all of a sudden you got this person walkin' around your house, and then on top of it looking into your daughter's window. So I mean I think they had all kinds of emotions running through, through them, but also it

[02:03:30]

was like okay, now we need to identify this person. Who is it? There is a person out here. Now how do we go about finding out who he is?

[02:04:00]

[B-ROLL]

[02:05:00]

INTERVIEWER

How did their daughter react knowing that this man had been watching her for quite some time through the window?

[02:05:30]

DETECTIVE

I think she was really scared. She had to change a lot of the ways she did things and modify her habits. She started sleeping upstairs and always had it on her mind that someone could be watching her.

[02:06:04] END VIDEO

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This is an example of a simple one-on-one interview from a professionally recorded video (Type 1).

- Time Code approximately every 30 seconds during dialogue. Time Code is left justified on a dedicated line.
- Clean Verbatim – Edited for clarity. No repeats, fragments, stammers, stutters, um's, ah's, doubled words, non-verbal utterances, etc. The interviewer's questions may be paraphrased.
- Spot notation of [TECHNICAL] and [B-ROLL]
- Block Justification
- Border 1pt.-40% gray
- Speaker names are centered
- Arial font, 12 pt. – Title header is 10 pt.
- Header, footer, pagination on every page.
- Turnaround = 2 business days