

Style 3 – Dialogue List - Example

Media File Name

Media File Number

Transcriber Date: xx/xx/07 – Transcriber: XX

01:00:00	Begin video	
01:00:00	Darren (Vo)	Looking for quality clothes, practical accessories, fantastic jewelry, all at bargain prices? Hi! I'm Darren; let's go Shop Smart.
01:00:31	Darren	Hi! I'm Darren and welcome to Shop Smart. Well, it's Shop Smart Brides. So come with me on this special Shop Smart Brides. I mean what do you think with you coming here you wouldn't think that this is like a bridal store right?
01:01:23	First Woman	Yeah.
01:01:24	Darren	Wait until you're inside, it's around here somewhere
01:01:31	Salesperson	Hello!
01:01:32	Darren	Hi!
01:01:34	Salesperson	Oh thank you for coming!
01:01:35	Darren	Pleasure.
01:01:35	Salesperson	How are you today?
01:01:36	Darren	For two prospective brides
01:01:37	Salesperson	Oh I'm excited!
01:01:38	First Woman	Hello.
01:01:39	Salesperson	I'm Lisa
01:01:40	Darren	Come on.
01:01:41	Lisa	Hi!
01:01:42	Darren	Happy shopping. I hope you've got some great prices. Come with me
01:01:43	End video	

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- Time code at every change of speaker and every 30 seconds within dialogue.
- Additional time code stamp for the same speaker if there is a new scene.
- Literal Verbatim – Transcribed exactly as spoken including all stutters, fragments, doubled words, and non-verbal utterances.
- Left Justified
- Speaker names in **Bold**
- Single line spacing during dialogue, 2 line between speakers.
- Arial font, 12 pt.
- Border 1pt.-40% gray
- Header, footer, pagination on every page.
- Frames format
- Possible add-on
 - Light B-Roll description
- Turnaround = 2-3 business days.