

# The Transcription Studio

## Services, Styles, Rates

Rev.7



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# Transcription Pricing

## Style 1: Basic Transcription – TAT 2 Business Days

Type 1 Audio (professional quality) = \$50 per 30 minutes / \$1.66 per minute

Type 2 Audio (non-professional) = \$65 per 30 minutes / \$ 2.16 per minute

- For Literal Verbatim – add \$10 per 30 minutes / \$.33 per minute

## Style 2: Basic Transcription w/ Time Code - TAT 2 Business Days

Type 1 Video (professional quality) = \$68 per 30 minutes / \$2.26 per minute

Type 2 Video (non professional) = \$80 per 30 minutes / \$2.66 per minute

- For Literal Verbatim – add \$10 per 30 minutes / \$.33 per minute
- For time code at every change of speaker, then every 30 seconds, add \$7 per 30 minutes / \$.23 per minute
- For time code every 10 seconds add \$12 per 30 minutes / \$.40 per minute

## Style 3: Dialogue List - TAT 2-3 Business Days

Type 1 Video = \$75 per 30 minutes / \$2.50 per minute

Type 2 Video = \$87 per 30 minutes / \$2.90 per minute

- Include light B Roll description – add \$10 per 30 minutes / \$.33 per minute

## Style 4a: As Broadcast - TAT 3-4 Business Days

\$132 per 30 minutes / \$4.40 per minute

## Style 4b: As Broadcast Detail- TAT 4-5 Business Days

\$180 per 30 minutes / \$6.00 per minute

## Style 5: Combined Continuity - TAT 10-12 Business Days

\$480 per 30 minutes / \$16 per minute

### Definitions:

**Type 1** = One on one interview, lecture, speech, seminar, with one speaker. In studio or broadcast quality audio with no background noise, individual microphones, no heavy accents, clear speech and diction, i.e. talk show host on the radio.

**Type 2** = Three or more speakers and anything besides the conditions listed in Type 1.

Add-ons are in addition to the base price. (*See examples for further details*).

Add 50% to total price for rush when requested. Rush charge applies to consecutive business days, if a rush is possible (*depends upon style and work load*).

## **Lyric Transcription**

### **Song Type 1**

- \$3.66 per minute of song
- This type of song is one vocalist, clear, good diction, easy to understand.
- Examples would be folk, ballad, light rock.

### **Song Type 2**

- \$6.32 per minute of song
- This type of song has clear vocals sung by more than one vocalist. The masking by the music is heavier.
- Examples would be heavy metal, hard rock, with thick accents, poor diction.

### **Song Type 3**

- \$16.00 per minute of song
- Hip-Hop, Rap, heavy slang, and similar

## **Translation**

All translation orders need to be pre-scheduled and will take 5-8 business days. Rush orders have an additional charge. The numbers to the right of the language are translator capacity.

### **European Languages:**

- 1) Spanish
- 2) French
- 3) German
- 4) Russian
- 5) Italian
- 6) Portuguese
- 7) Dutch
- 8) Greek

**General documents:** US \$0.24 per word

**Technical documents:** US \$0.26 per word

### **Asian Languages:**

- 9) Japanese
- 10) Korean
- 11) Chinese
- 12) Burmese (Myanmar)
- 13) Thai
- 14) Bahasa Indonesian

**General documents:** US \$0.26 per word

**Technical documents:** US \$0.28 per word

## **Closed Caption / Subtitle Files**

Our normal turn around time is 6-8 business days. Rush jobs are additional charge.

We do not round up to the nearest half hour. If the show is 27 minutes, that's what you pay for.

We can work from digital video file via FTP delivery, DVD w/BITC, or VHS w/ BITC.

There is a \$.50 per minute discount if the client will provide an FTP folder for us to pull digital video files in Windows Media Video (.wmv) or MPEG4 (.mp4) at a file size of approximately 1mb per minute.

This will also save tape, messenger, and dubbing costs.

### **Pricing is per minute:**

English Pop-Up	\$07.50
English Roll-Up	\$07.00
Spanish Pop-Up	\$12
Spanish Roll-Up	\$11
Combined Span/Eng Pop-Up	\$14
Combined Span/Eng Roll-Up	\$13

## Additional Services

- **Non English transcription** without translation done in Style 2 at \$7.50 per minute of media.
- **Hard copy to Word file typing** = \$.004 per character without spaces.

An average page contains approximately 2100 characters with no spaces included.

The average cost of a page is \$8.40 per page.

- **Digital Dictation** = \$1.50 per minute.

Dictate from anywhere in the world from your phone and receive the transcript back via email automatically.

## Style 1 - Basic Audio Interview - Example

Media Title Name

Media File Number

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

[BEGIN AUDIO]

**SONYA:** Welcome LISA. So I just start the session out by asking you if you have any burning questions about the college admissions process at this point now that you're a rising junior.

**LISA:** I have a question about summer activities. Going into senior year would that look really good at colleges, and what summer activities?

**SONYA:** Yes, we are actually gonna get to extracurricular activities at the end.

**LISA:** Okay.

**SONYA:** I'm gonna break up the session into three parts. We're gonna talk first about your courses and grades, basically your transcript. We're gonna then get into your testing schedule and talk about standardized tests. And then we're gonna talk about your extracurricular activities including your summer experiences. And yes, it's important to be involved during your summer so we are gonna get you involved for next summer.

So one of the things that they're gonna wanna know first and foremost is what you're interested in studying at college. What are your favorite subjects?

**LISA:** I love English and I'm really into art.

**SONYA:** Fine arts? What kind of art?

**LISA:** More along the lines of graphic design art, putting things together.

**SONYA:** Do you mean using a lot of the new software programs they have for that or free hand?

**LISA:** I want to learn both. I figure there are benefits to knowing both because I don't want to rely too much on software.

**SONYA:** You also mentioned English.

**LISA:** Yes. I also enjoy writing creatively. I think I could also be a screenwriter someday. I have a ton of ideas.

[END AUDIO]

## Style 1 - Basic Audio Interview - Example

Media Title Name

Media File Number

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

This is an example of a simple one-on-one interview from a professional studio audio recording (Type 1).

- Turnaround = 2 business days
- No Time Code
- 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.
- Block Justification
- Border 1pt.-40% gray
- Speaker names are left justified in bold
- Dialogue Arial font, 10 pt. / Title 12 pt., all caps
- Double line spacing
- Header, footer, pagination on every page
- Turn around time = 2 business days

**-Type 1 Audio (studio quality) = \$50 per 30 minutes / \$1.66 per minute**

**-Type 2 Audio = \$65 per 30 minutes / \$ 2.16 per minute**

**- For Literal Verbatim – add \$10 per 30 minutes / \$.33 per minute**

## 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

[02:01:00] [TECHNICAL]

INTERVIEWER

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

DETECTIVE

[02:02:30] 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...

[02:03:00] 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,

[02:03:30] 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

[02:04:00] 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?

[02:05:00] [B-ROLL]

INTERVIEWER

[02:05:30] How did their daughter react knowing that this man had been watching her for quite some time through the window?

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

## Style 2 – Basic Video Interview with Time Code - Example

### Media Title Name

Media File Number

Transcription Date: XX/XX/07-Transcriber - XX

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

- Turnaround = 2 business days
- 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.

**Type 1 Video (professional quality) = \$68 per 30 minutes / \$2.26 per minute**

**Type 2 Video (non professional) = \$80 per 30 minutes / \$2.66 per minute**

- For **Literal Verbatim** – add \$10 per 30 minutes / \$.33 per minute
- For **time code at every change of speaker, then every 30 seconds**, add \$7 per 30 minutes / \$.23 per minute
- For **time code every 10 seconds** add \$12 per 30 minutes / \$.40 per minute

### Style 3 – Dialogue List - Example

**Media File Name**

Media File Number

Transcription 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	

## Style 3 – Dialogue List - Example

### Media File Name

Media File Number

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

This is an example of a Dialogue List Transcript. This type is normally used for multi-person interviews, Reality Shows, Television, Documentary, News, and Panel Discussions.

- Turnaround = 2-3 business days.
- 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

**Type 1 Video = \$75 per 30 minutes / \$2.50 per minute**

**Type 2 Video = \$87 per 30 minutes / \$2.90 per minute**

**- Include light B- Roll description – add \$10 per 30 minutes / \$.33 per minute**

## Style 4a – As Broadcast Lite - Example

Media File Name

Media File Number

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

00:00:00	BEGIN VIDEO
00:00:02	<p style="text-align: center;"><b>Chad Brown (VO)</b></p> <p>Tonight, on The Ultimate Poker Challenge we're going to use highlight hands from season two to analyze and discuss poker strategy. We hope it gives you, the viewer, a better understanding into the game and an advantage in your home game.</p>
00:00:30	
00:01:00	<p style="text-align: center;"><b>Brandi Williams</b></p> <p>I'm Brandy Williams and welcome to the center of the poker universe, Las Vegas, Nevada. I'm downtown Vegas at the Plaza Hotel and Casino where America's newest and most exciting tournament is about to take place. I've just got one question for you. Are you up for the challenge? 'Cuz it's the ultimate poker challenge.</p>
00:01:30	<p style="text-align: center;"><b>Chad Brown</b></p> <p>Hello, and welcome to a special Ultimate Poker Challenge. My co-host, he's been with us before, you've all seen him, he's a good buddy of mine, let's say hello to Oliver Nejad.</p> <p><i>(SHAKES HANDS)</i></p>
	<p style="text-align: center;"><b>Oliver Nejad</b></p> <p>What's going on, Chad, how are ya?</p>
	<p style="text-align: center;"><b>Chad Brown</b></p> <p><i>(INTERRUPTS)</i> How ya doing, Ollie?</p>
00:02:00	<p style="text-align: center;"><b>Oliver Nejad (Cont'd)</b></p> <p>I'm doin' good, I'm doin' good. I'm ready to do this show today, but I'm lookin' around and I don't see any tournament action, which can only mean something special's goin' on.</p>
00:02:30	<p style="text-align: center;"><b>Chad Brown</b></p> <p>Eh, something special is going on, Ollie. What we're doin' is we're featuring some of the best and most fantastic hands of this year's Ultimate Poker Challenge.</p>
00:02:38	END VIDEO

## Style 4a – As Broadcast Lite - Example

Media File Name

Media File Number

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

This is an example of an “As Broadcast Light” transcript from a completed and ready for air network show.

- Turn around – 3-4 business days
- Time Code approximately every 30 seconds during dialogue in its own vertical table.
- Literal Verbatim – Transcribed exactly as heard.
- Speaker names are centered and bold
- Single line spacing in dialogue, two line between speakers.
- Times New Roman, 12 pt.
- Border 1pt.-40% gray
- Abbreviated action and dialogue description (*INTERRUPTS*), (*SHAKES HANDS*)
- Header, footer, pagination on every page.

**(Broadcast Quality Program)**

**\$132 per 30 minutes / \$4.40 per minute**

## Style 4b – As Broadcast Detail- Example

Media File Name

Media File Number

Transcription Date – XX-XX-07 – Transcriber – XX

01:28:40 BEGIN VIDEO

01:28:44 **David**  
You're not a guinea pig. This is not experimental. I can help you.

01:28:48 **Sonny**  
Then why did you lie to me in your office the other day?

01:28:56 **David**  
I had a bad day. I made a mistake. I'm sorry. Mr. Collins, look, you know, I've been doing this for quite a while. I understand exactly...

01:29:10 **Sonny**  
You have no idea what I'm going through.

01:29:16 **Candace (VO – over intercom)**  
Hi. Mr. Donaldson on 3.

01:29:19 **Sonny**  
I have to take that call. *(ON PHONE)* Donnie what's up? No, I'm good, we're gonna...at Johnny's. Right, tonight. Can you hold on? *(TO DAVID)* I need to take this call. *(DAVID LEAVES OFFICE)*

01:29:40 **Sonny**  
Yeah, I got a grand on the game, are you kidding me. No, I'm fine, I'm...

01:29:48 **Sports Announcer (VO)**  
Looks like the Bearcats are gonna kick. And here's the snap. The kick is...(CUT TO OUTSIDE OF BAR)

**(On sign) Cocktails**  
*(DAVID GETTING OUT OF CAR TO GO TO BAR AS BAR PATRONS HEARD CHEERING, YELLING)*

01:30:00 **Sonny**  
*(CHEERING ALONG AT GAME)* I put a grand on that. I told you. *(HE SPOTS DAVID – VERY LOUD BAR SCENE)*

01:30:14 **David**  
*(DAVID APPROACHES SONNY)* Hey.

01:30:20 END VIDEO

## Style 4b – As Broadcast Detail- Example

Media File Name

Media File Number

Transcription Date – XX-XX-07 – Transcriber – XX

This is an example of an “As Broadcast” transcript from a completed and ready for air network show.

- Turn around – 4-5 business days
- Time Code every change of speaker.
- Literal Verbatim – Literally transcribed exactly as heard.
- Block Justification
- Speaker names are centered and bold.
- Music cue, graphic inserts, CGI (character generated insert notation), and abbreviated scene description; all notated with italics.
- Times New Roman, 12 pt.
- Single line spacing during dialogue. Two line spacing between different speakers.
- Border 1pt.-40% gray
- Header, footer, pagination on every page.

**(Broadcast Quality Program)**

**\$180 per 30 minutes / \$6 per minute**

## Style 5 – Combined Continuity – Example

**Media Title – Company Name**

TRT – XX:XX

Transcriber - XX

SCENE	TIME	VIDEO	AUDIO
124.	[01:02:47]	MCU - CURTIS THOMPSON LOOKS DOWN AT CLIPBOARD THEN BACK UP.	{MUSIC BED}  CURTIS THOMPSON - Well, we're gonna be busy today, so y'all keep it moving out there...
125.	[01:02:51]	MS - FRANK AND WILLARD NOD THEIR HEADS.	{MUSIC BED}  OS - CURTIS THOMPSON - ...all right? Another thing...
126.	[01:02:52]	MCU - CURTIS THOMPSON LOWERS HIS VOICE.	{MUSIC BED}  ON - CURTIS THOMPSON - ...the course is a little damp.
127.	[01:02:55]	MS - WILLARD SHOUTING THEN FLOORING THE CART L OS.	{MUSIC BED}  WILLARD - Damp! Let's go, fellas! {CART TIRES SQUEAL}
128.	[01:02:57]	MCU - MARSHALL TURNS HEAD R NERVOUSLY.	{MUSIC BED}  {SOUNDS LIKE} OS - BILLY - Yo!
129.	[01:02:57]	MCU - DARREN AND MARTIN IN SECOND CART BLUR PAST CAMERA AND DRIVE L OS.	{MUSIC BED}
130.	[01:02:58]	MCU - CURTIS THOMPSON LOOKS NERVOUS THEN SHOUTS AT THEM.	{MUSIC BED}  CURTIS THOMPSON – {SOUNDS LIKE} Keep the lines...
131.	[01:02:59]	LS - THREE CARTS RACE AWAY FROM CURTIS THOMPSON.  DISSOLVE TO	CURTIS THOMPSON - ...straight on the fairway!
132.	[01:03:03]	LS - WILLARD & FRANK DRIVE BY CART.	{MUSIC OUT}  {CART ENGINE} WILLARD: The little prick's better let us play through!
133.	[01:03:07]	ELS - FOUR YOUNG GOLFERS STAND TOGETHER R. THEIR CARTS ON L AND SPRINKLER GOING BG.	{CART ENGINE STOPS}
134.	[01:03:09]	MCU - FRANK IN CART LOOKS AT HIS WATCH THEN SLAPS LEG IMPATIENTLY.	{BIRDS CHIRP} {HAND SLAPS LEG}
135.	[01:03:11]	LS - FOUR YOUNG GOLFERS TAKING THEIR TIME. ONE TEES UP WHILE THE OTHER ONE CHATS.	{BIRDS CHIRP, WIND BLOWS}
136.	[01:03:14]	MS - MARTIN AND DARREN SIT IN THEIR CART WATCHING THE YOUNG GOLFERS OS AS BILLY PULLS UP ON L.	MARTIN: What the hell's taking 'em so long?

## Style 5 – Combined Continuity – Example

Media Title – Company Name

TRT – XX:XX

Transcriber - XX

SCENE	TIME	VIDEO	AUDIO
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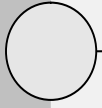
This is an example of a Combined Continuity transcript that applies to broadcast delivery versions of television shows, documentaries, and motion pictures. It includes cut by cut spotting that shows the beginning of each edit in the video. Combined Continuity is usually required for overseas distribution, contract fulfillment and captioning.

The following is listed in the transcript:

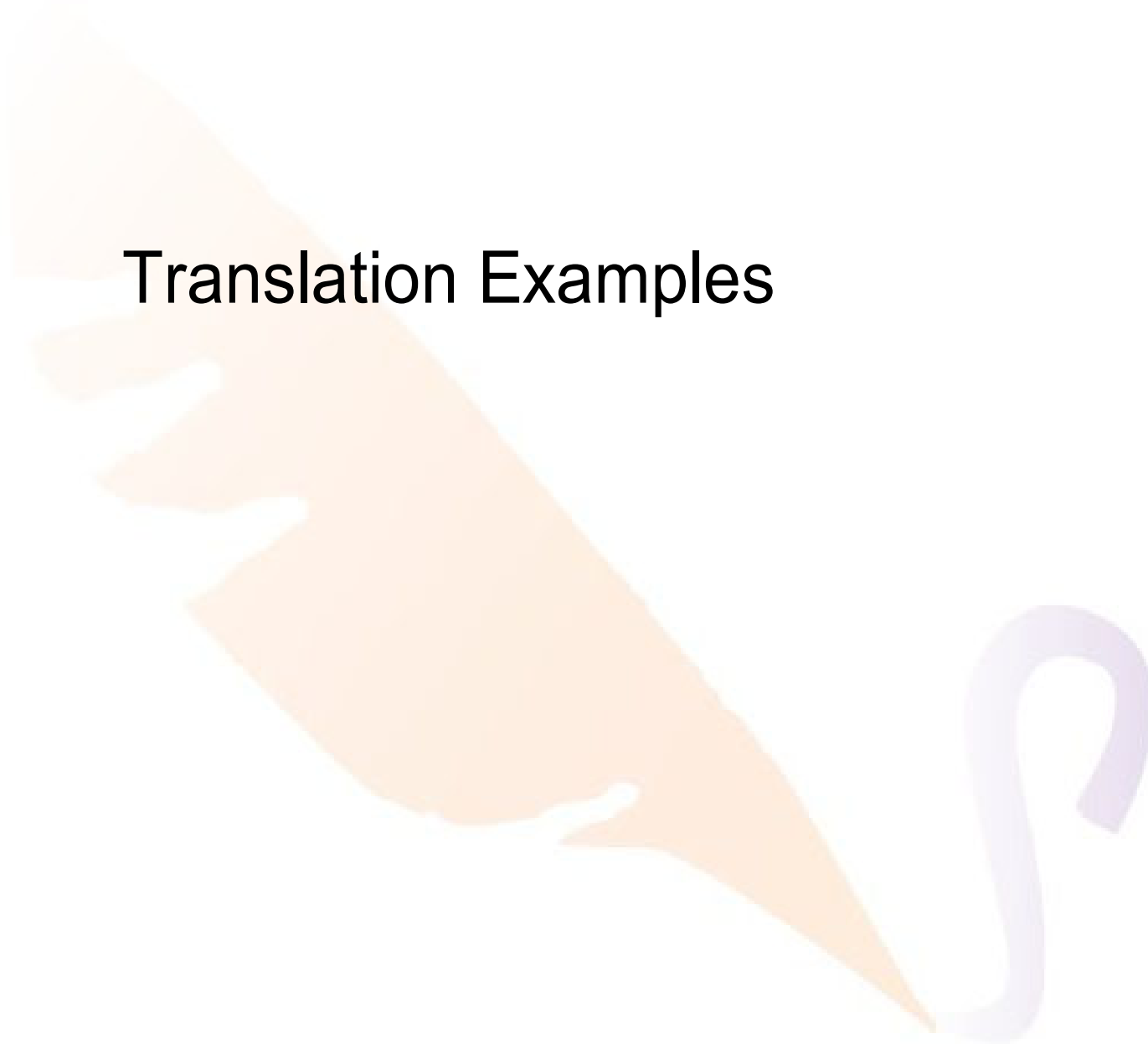
- Literal verbatim on all dialog
- Music cues
- Credits
- On screen graphics
- Shot description
- Time code on a cut by cut basis

**Combined Continuity = \$480 per 30 minutes / \$16 per minute**

**Turn around time = 12 business days**



# Translation Examples



## Translation Example: English to Chinese (Simplified Mandarin)

### English

Our Mission at The Transcription Studio is excellence in the quality of our service, and to promote success in all endeavors of our business and personal lives. We understand that mutual success for our valued clientele and the stability of our company rests upon consistent standards throughout our business.

We accomplish this through straightforward communication with our clients, with the goal of building solid long-term relationships. We are true to our promise when services are delivered in the same fashion that we would like them delivered to us. This demands we put the client first with the confidence that as we do, the customer's success is ultimately our own.

Our method behind our mission is not "success at all costs," but rather "success at a cost." We impose high standards of excellence upon ourselves and pay the price that diligence and integrity requires. Therefore we honor ourselves and our dreams. This empowers us to honor and encourage the dreams and goals with whom we work and do business.

### 简体中文

The Transcription Studio 的宗旨就是服务优质，促进事业和私人生活成就。我们相信贵客的成功与公司的稳定性有赖于标准一致的营业操作。

为了达到长期商业关系，我们保持公司与客户的坦白沟通。我们保证正如我们的要求的准时交货。这个要求使我们很有信心的拥有客户第一，服务客户，成就自己的原则。

我们达到目标的方式并不是“成功不惜一切代价“而是“成功付出的代价“。我们付出一切达到勤廉信慎为主的保证以便强调高级服务。因此，得到自尊，满足梦想。这赋予我们尊重与鼓励企业伙伴与工作伙伴的梦想和目标。

## Translation Example: English to Chinese (Traditional Mandarin)

### English

Our Mission at The Transcription Studio is excellence in the quality of our service, and to promote success in all endeavors of our business and personal lives. We understand that mutual success for our valued clientele and the stability of our company rests upon consistent standards throughout our business.

We accomplish this through straightforward communication with our clients, with the goal of building solid long-term relationships. We are true to our promise when services are delivered in the same fashion that we would like them delivered to us. This demands we put the client first with the confidence that as we do, the customer's success is ultimately our own.

Our method behind our mission is not "success at all costs," but rather "success at a cost." We impose high standards of excellence upon ourselves and pay the price that diligence and integrity requires. Therefore we honor ourselves and our dreams. This empowers us to honor and encourage the dreams and goals with whom we work and do business.

### 繁体中文

The Transcription Studio 的宗旨就是服務優質，促進事業和私人生活成就。我們相信貴客的成功與公司的穩定性有賴於標準一致的營業操作。

為了達到長期商業關係，我們保持公司與客戶的坦白溝通。我們保證正如我們的要求的準時交貨。這個要求使我們很有信心的擁有客戶第一，服務客戶，成就自己的原則。

我們達到目標的方式並不是“成功不惜一切代價”而是“成功付出的代價”。我們付出一切達到勤廉信慎為主的保證以便強調高級服務。因此，得到自尊，滿足夢想。這賦予我們尊重與鼓勵企業伙伴與工作伙伴的夢想和目標。

## Translation Example: English to Dutch

### English

Our Mission at The Transcription Studio is excellence in the quality of our service, and to promote success in all endeavors of our business and personal lives. We understand that mutual success for our valued clientele and the stability of our company rests upon consistent standards throughout our business.

We accomplish this through straightforward communication with our clients, with the goal of building solid long-term relationships. We are true to our promise when services are delivered in the same fashion that we would like them delivered to us. This demands we put the client first with the confidence that as we do, the customer's success is ultimately our own.

Our method behind our mission is not "success at all costs," but rather "success at a cost." We impose high standards of excellence upon ourselves and pay the price that diligence and integrity requires. Therefore we honor ourselves and our dreams. This empowers us to honor and encourage the dreams and goals with whom we work and do business.

### Nederlands

Onze Missie in The Transcription Studio is voortreffelijkheid in de kwaliteit van onze dienst, en om succes te bevorderen in alle inspanningen van ons zaken en persoonlijk leven. Wij begrijpen dat wederzijdse succes voor onze waardige cliëntèle en stabiliteit van onze bedrijf rust op vaste normen de zaken door.

Wij verwezenlijken dit door ongecompliceerde communicatie met onze cliënten, met het doel om stevige verhoudingen op lange termijn te bouwen. Wij zijn waar aan ons belooft wanneer de diensten op dezelfde manier geleverd worden die hun aan ons zouden willen leveren. Dit eisen zetten wij eerst de cliënt met vertrouwen dat als wij het uitvoeren, het succes van de cliënt is uiteindelijk ons.

Onze methode achter onze missie is niet "succes op alle kosten," maar "succes aan kosten". Wij leggen hoge niveaus van voortreffelijk aan ons op en betaal de prijs die de zorgvuldigheid en integriteit vereisen. Daarom eren wij ons zelf en onze dromen. Dit machtigt ons om zich te eren en om zich aan te moedigen de dromen en doelstellingen met wie wij werken en zaken doen.

## Translation Example: English to French

### English

Our Mission at The Transcription Studio is excellence in the quality of our service, and to promote success in all endeavors of our business and personal lives. We understand that mutual success for our valued clientele and the stability of our company rests upon consistent standards throughout our business.

We accomplish this through straightforward communication with our clients, with the goal of building solid long-term relationships. We are true to our promise when services are delivered in the same fashion that we would like them delivered to us. This demands we put the client first with the confidence that as we do, the customer's success is ultimately our own.

Our method behind our mission is not "success at all costs," but rather "success at a cost." We impose high standards of excellence upon ourselves and pay the price that diligence and integrity requires. Therefore we honor ourselves and our dreams. This empowers us to honor and encourage the dreams and goals with whom we work and do business.

### Francais

Notre mission à The Transcription Studio, c'est la qualité excellente de notre service et le succès de toute tentative – affaires et vie personnelle. Nous comprenons que le succès de nos clients estimés et la stabilité de notre société restent sur des normes fiables partout dans notre société.

Nous le faisons avec une communication directe, avec un but final d'établir des relations durables avec nos clients. Nous tenons notre promesse de nous appliquer à fournir un service similaire à celui que nous souhaiterions recevoir. Ce fait exige que nous mettions les clients au premier plan, en croyant avec toute confiance que le succès d'un client est le notre aussi.

Le secret de notre Mission, ce n'est pas « succès à tout prix », sinon « succès avec un prix ». Nous nous exigeons de très hauts niveaux d'excellence. Nous payons le prix que la prévenance et l'intégrité demande. Ainsi, nous sommes fiers de nous et de nos rêves. Ceci nous donne le pouvoir de s'honorer et d'encourager les rêves et les buts de ceux avec qui nous travaillons et faisons des affaires.

## Translation Example: English to German

### English

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### Deutsch

Unsere Mission bei The Transcription Studio ist die hervorragende Leistung in der Qualität unseres Services, und den Erfolg in allen Bemühungen in unserem Geschäftsleben und persönlichen Leben zu fördern. Wir verstehen, daß der beiderseitige Erfolg für unseren geschätzten Kundstamm und die Stabilität unseres Unternehmen auf konsistente Standards im ganzen Unternehmen basiert.

Wir erreichen dies durch direkte Kommunikation mit unseren Kunden, mit dem Ziel solide und langfristige Beziehungen herzustellen. Unser Versprechen trifft zu, wenn Dienstleistungen auf die gleiche Art und Weise geliefert werden wie wir sie an uns geliefert haben möchten. Dies erfordert, daß wir den Kunden zuerst setzen mit der Zuversicht, daß der Erfolg des Kunden auch schließlich unserer ist.

Unsere Arbeitsweise hinter unserer Mission ist nicht „Erfolg um jeden Preis“, aber eher „Erfolg auf Kosten“. Wir erlegen hohe Standards der Fähigkeit auf uns selbst auf und zahlen den Preis, den Sorgfalt und Integrität erfordert. Deshalb anerkennen wir uns selbst und unsere Träume. Dies befähigt uns, die Träume und Ziele von jemandem mit dem wir arbeiten und Geschäfte tätigen zu anerkennen und zu fördern.

## Translation Example: English to Indonesian

### English

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### Bahasa Indonesia

Tugas The Transcription Studio adalah memberikan mutu layanan yang terbaik untuk keberhasilan pengusaha-pengusaha dan kepentingan pribadi. Kami sangat mengerti kepuasan para pelanggan ada di tangan kestabilan dan konsistensi perusahaan kami dalam memberikan jasa.

Cara kami menyempurnakan hal ini adalah melalui cara berkomunikasi terus terang dengan para pelanggan kami untuk tujuan membangun hubungan yang langgeng. Kami selalu menepati janji kami dalam memberikan layanan terbaik sebagaimana kami ingin juga diperlakukan. Kami dituntut untuk menempatkan para pelanggan kami sebagai yang utama, dengan cara ini pelanggan akan mendapatkan kepercayaan dari kami, karena keberhasilan yang dicapai oleh para pelanggan adalah keberhasilan kami juga.

Rahasia di belakang misi kami bukanlah “keberhasilan dengan segala cara”, tetapi “keberhasilan yang berharga”. Kami menetapkan standar yang tinggi bagi diri kami sendiri yang mewajibkan adanya ketekunan dan kejujuran. Untuk itu kami menghormati diri kami sendiri dan cita-cita kami. Dengan demikian, kami memiliki wewenang untuk menghormati dan membersarkan hati cita-cita dan tujuan orang-orang yang bekerja dan berbisnis dengan kami.

## Translation Example: English to Italian

### English

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### Italiano

La nostra missione a The Transcription Studio e' di eccellere nella qualita' dei nostri servizi e di promuovere il successo in tutte le nostre relazioni sociali e d'affari. Capiamo che il vicendevole successo per la nostra stimata clientela e la stabilita' della nostra Compagnia, siano valori al di sopra degli standard per ogni relazione d'affari.

Realizziamo questo attraverso la comunicazione diretta con i nostri clienti, con lo scopo di costruire un solido rapporto a lungo termine. Manteniamo le nostre promesse fornendo servizi nella maniera in cui vorremmo fossero serviti a noi stessi. Questo esige di ottenere la fiducia del cliente come prioritaria, in quanto il successo del cliente e' anche il nostro.

Il moto della nostra missione non e' "successo a tutti i costi", ma "successo ad un costo". Imponiamo altissimi standard di eccellenza e paghiamo il prezzo che la diligenza e l'integrita' richiedono. Tuttavia, siamo in grado di conseguire i nostri traguardi e scopi. Questo ci permette e ci incoraggia a raggiungere gli obiettivi delle aziende con cui collaboriamo.

## Translation Example: English to Japanese

### English

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### 日本語

The Transcription Studio の使命は、当社が提供するサービスの質の優秀性にあり、ビジネスや個人の生活の場において、全ての活動の成功を促進させることにあります。お客様と当社の確実性による相互の成功は、ひとえにビジネスを通じた安定した企画に根ざしたものに他なりません。

お客様との率直なコミュニケーションを通じ、また堅固で長期に渡る関係の構築を到達目標とし、当社はこの目標を達成してゆきます。お客様に当社が求める要求と同じく、サービスが提供される時には、当社は約束に誠実に向き合っ参ります。まずお客様に対し、当社が自信を持ってお願いする理由は、お客様の成功こそが、当社の究極的な成功でもあるからです。

当社の使命を達成するための方策は、「費用を無視しても成功させる」と言うことではなく、「見合った費用で成功させる」と言うものです。高度な優秀性の基準を自分達の課題とし、努力と信頼に要する代価は支払ってゆこう、と考えています。私達メンバー自身とその夢を大事にしております。このことは、共に作業し、ビジネスを行う人達との夢と目標を実現するため、我々を勇気付け、力を与えてくれています。

## Translation Example: English to Portuguese

### English

Our Mission at The Transcription Studio is excellence in the quality of our service, and to promote success in all endeavors of our business and personal lives. We understand that mutual success for our valued clientele and the stability of our company rests upon consistent standards throughout our business.

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### Português

Na The Transcription Studio a nossa missão é a excelência na qualidade dos serviços e a promoção do sucesso em todos os esforços em nossa empresa e na vida pessoal. Entendemos que o sucesso mútuo para nossos prezados clientes e a estabilidade de nossa companhia depende de padrões consistentes em todos os setores do nosso negócio.

Realizamos nossa missão através de uma comunicação direta com nossos clientes, com o objetivo de uma relação duradoura e sólida. Nossas metas são cumpridas ao entregar serviços de qualidade, como se fossem para nós mesmos. Isto exige colocar nossos clientes em primeiro lugar conquistando sua confiança, pois o sucesso do cliente converte-se em nosso sucesso.

Nossa forma de trabalho não é "sucesso, custe o que custar", mas "sucesso com o custo". Trabalhamos com um alto nível de excelência, com o valor que requerem a diligência e a integridade. Portanto, honramos a nós mesmos e a nossos sonhos. Isto nos fortalece a honrar nossos sonhos e objetivos com aqueles que trabalhamos e fazemos negócios.

## Translation Example: English to Russian

### English

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### Русский язык

Наша миссия в The Transcription Studio это превосходное качество нашего обслуживания и продвижение успеха во всех действиях нашего бизнеса и в личной жизни. Мы понимаем, что взаимный успех для наших клиентов и стабильность нашей компании, лежит на неизменяемых стандартах нашего бизнеса.

Этого мы достигаем через прямое общение с нашими клиентами, с целью построить прочные и долгосрочные отношения. Мы держим наше обещание когда услуги доставляются на том-же уровне котрео мы ожидаем поучить. Для этого, мы ставим наших клиентов в первую очередь с уверенностью в том, что успех наших клиентов в конечном счёте является нашим собственным.

Метод стоящий за нашей миссией, не "добиться успеха всеми силами", а "приложить усилия чтобы добиться успеха". Мы налагаем на себя высокие стандарты, и делаем все, чего требуют усердие и честность. Поэтому, мы отдаем честь самим себе и нашим намерениям. Это даёт нам силу почитать и поощрять наши стремления и цели с чей помощью мы продвигаем наш бизнес.

## Translation Example: English to Spanish

### English

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### Español

En The Transcription Studio, nuestra misión es conseguir la calidad en los servicios que prestamos, y conseguir el éxito en todo lo que hacemos en nuestros mundos personales y profesionales. Exigiéndonos un rendimiento a niveles consistentes es el clave al éxito de nuestros clientes y de nuestra empresa.

Conseguiremos este éxito mediante una comunicación franca con nuestros clientes, con miras de establecer una colaboración estrecha de largo plazo. Sabemos que cumplimos nuestra promesa de calidad si prestamos nuestros servicios a la misma manera que queremos que se nos presten los mismos. Esto significa que tenemos al cliente como nuestra máxima prioridad, tratando su éxito como nuestro propio.

Para cumplir con nuestra misión, somos guiados no por el lema “*el éxito a toda costa,*” sino “*el éxito a cierto precio.*” Nos exigimos altos niveles de rendimiento y estamos dispuesto a hacer todo con dedicación e integridad. Así, nos honraremos a nosotros mismos, igual que nuestros sueños y objetivos, por los cuales hacemos lo que hacemos.

## Translation Example: English to Thai

### English

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### ภาษาไทย

จุดประสงค์ของเราที่ The Transcription Studio นั้นก็คือความเป็นเลิศทางด้านคุณภาพในการให้บริการ รวมทั้งความสำเร็จในกิจกรรมต่าง ๆ ที่ทำทั้งในธุรกิจการงานและเรื่องส่วนตัว เราเข้าใจดีว่าทั้งความสำเร็จของลูกค้าและความมั่นคงในธุรกิจของเรานั้น ขึ้นอยู่กับระดับมาตรฐานที่คงที่ในด้านต่าง ๆ ของเรา

เราจะทำสิ่งเหล่านี้ได้ ก็ด้วยการสื่อสารอย่างตรงไปตรงมา与客户 เพื่อจะสร้างสานความสัมพันธ์ที่มั่นคงระหว่างกัน เราขอให้คำมั่นสัญญาอย่างจริงใจที่จะส่งมอบงานในคุณภาพระดับเดียวกันกับที่เราหวังจะได้รับถ้าตัวเราเองเป็นผู้จ้าง สิ่งนี้เอง ทำให้เราให้ความสำคัญแก่ลูกค้าก่อนเสมอ ด้วยความเชื่อมั่นว่า ความสำเร็จของลูกค้า นั้น ในที่สุดแล้วก็คือความสำเร็จของเราเอง

กระบวนการที่จะบรรลุจุดประสงค์ของเรานั้น มิใช่ "สำเร็จโดยไม่เกี่ยงราคา" แต่เป็น "ความสำเร็จที่ต้องลงทุน" เราตั้งระดับมาตรฐานของความเป็นเลิศของเราไว้สูงกว่า และยินดีแลกความสำเร็จนี้มาด้วยความอดสาหะบากนั้น ดังนั้น เราจึงมีความภูมิใจในตัวเองและความฝันที่มีอยู่ ซึ่งก็ทำให้เรานับถือและสนับสนุนความฝันตลอดจนจุดมุ่งหมายของผู้ที่เราร่วมงานด้วย

# Notes

