

**About the Project:** The project involves transcribing audio interviews to text. Each interview is last for 2-3 minutes and has background noise (such as buzzing, static sound, traffic noise, and people talking in the background) that continues over the entire audio. We have managed to [transcribe 15 audio files into Chinese](#). **Challenges:** These sound files are in poor quality, but the client still hope to transcribe all speech no matter when it is clear, easy to understand or ambiguous to the full extent. A detailed instruction we have to strictly follow up on transcribing the unclear parts. Thus it brought great challenges to our transcriptionists. **1.** The transcriptionists must to write down everything someone says, including interjections, hesitations and breaks. **2.** If there have several unintelligible words in audio, the transcriptionists are not allowed to ignore the speech. It is required to mark “unintelligible” in the script. **3.** When a person obviously mispronounces a word, the word must be spelled correctly and then add a memo in the script. **4.** Time code should be added in every 30 seconds. **5.** The total 15 audios files should be transcribed with 48 hours. **Read Also:** [The Amazing English Translation of Jay Chou's Chinese Style Songs](#) **CCJK Solution:** CCJK have more than 10 years of experiences in transcription. We have built a team of dedicated transcriptionists to ensure our commitment to quality and focusing on details were never compromised. **1.** CCJK transcription project manager allocated the total 15 audio files to our veteran transcriptionists who mastered in audio transcription skills and have never received any complaint from our client. **2.** We performed a rigid work process to ensure high quality. All transcriptions undergo a two-stage process at CCJK. Each audio file is transcribed by an experienced transcriptionist and reviewed by a second people for time code, accuracy and completeness. **3.** The scripts are delivered to our client within the agreed timeline and in accordance with the specific instructions. **Client Feedback:** Dedicated team, fast turnaround time and high quality transcript. We are really appreciated of CCJK’s professional manner and cost effective services. Highly recommended! **About CCJK:**

Founded in 2000 and born for Internet, CCJK is a highly trusted professional e-Services company supported by more than 2,000 talented linguists, engineers, designers and programmers who work as a super organized team. From [language translation](#), desktop publishing, graphic design, software localization, website development, SEO, user guide to corporate eLearning, we provide one stop solution to help client gain competitive edge. We rely on streamlined and sophisticated process to ensure fast and quality delivery. By trusting CCJK’s one stop solution, you need only focus on your core business, win market share and maximize your profit in simplest and soonest way. For more details [about CCJK](#), please visit [www.ccjk.com](http://www.ccjk.com)

