

AVA

Allied Virtual Assistance

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Transcription Packages (Charged by the audio minute)	BASIC \$	STANDARD \$\$	PRO \$\$\$
Secure file transfer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Human transcription (auto speech recognition software NOT used)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean verbatim	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Proof-to-audio for missed words, misheard phrases, punctuation placement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Proofread for spelling, grammar, mechanics	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Easy-to-read, short paragraphs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Speaker identification	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Baseline copyediting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Research names, acronyms, terminologies, corporate jargon	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Number of speakers	1	up to 2	up to 3
Turnaround time requested (business days)*			
5+ days	included	included	included
3+ days	+\$	+\$	+\$
2+ days	+\$	+\$	+\$
24hr	+\$	+\$	+\$
Special requirements — timestamps at speaker change, additional speakers, problematic audio (background noise, overtalking, low-speaking voices, thick accents, poor recording), true verbatim (every audible utterance included, i.e. filler words, false starts, stutters, etc.)	+\$	+\$	+\$
<i>*Note: certain turnaround times are not always available depending on workload and the scope of the project. We will confirm on request.</i>			