

## The Challenge

Today, the demand for companies to present clear and concise information in multiple formats, including print, is growing. So, for many organizations, the most cost-effective way to convert verbal presentations to print is to transcribe them. Yet the transcription of voice to print is an exacting skill. The fastest administrative assistant in town may not be able to deliver data from audio files with the flawlessness and speed of an experienced transcriber. And frankly, most companies don't have transcribers on staff. So, can you afford not to use a professional transcription service?

## eTranscription=Solutions

Not only does eTranscription Solutions have skilled workers ready to serve you 24-7, but we can promise that each of our staff takes personal pride in their work because they're steeped in our company's primary value—raising industry standards for speed, accuracy, and customer care.



## We Specialize In

- Quarterly and fiscal year-end conference calls
- Telephone conferences for detail clarifying
- Government hearings, briefings, and press conferences
- Seminars, workshops, and lectures
- Market research interviews and focus groups
- Legal depositions, summaries, and briefs
- Insurance statements
- Medical trials and studies
- Speeches, interviews, and witness statements
- Documentary transcription for closed captioning

## We're Flexible

We offer 24-hour turnaround at no extra charge. You'll pay only for services you need, when you need them. We charge no monthly fees, and whether your work is occasional or frequent, we treat it—and you—as valuable and important.

## We Accept Many Formats

- Digital files uploaded to an ftp site
- Tape cassette, CD, DVD, or VHS
- Call-in dictation
- Even legible handwritten notes

## We're Affordable

Not sure you can swing the cost? We work with clients to find viable solutions for their needs.

## We're Accurate

- We phone conference live with you to clarify details, if necessary.
- We have experienced transcribers who have been with us for years.
- We double-proof transcribed files using experienced proofreaders.
- We go the extra mile to ensure that industry-specific language is correctly transcribed.
- We protect the confidentiality of your data.
- We work directly with you on each project to meet your precise needs.

Want to hear from us? One of our co-owners can provide quotes or simply answer your questions about us. E-mail or call us at

**eTranscription**  
SOLUTIONS

[www.etranscriptionsolutions.org](http://www.etranscriptionsolutions.org)

Susan Sullivan, President  
(740) 385-5994

[susan@etranscriptionsolutions.org](mailto:susan@etranscriptionsolutions.org)

Martha Rardain, Vice President  
(740) 385-6413

[marty@etranscriptionsolutions.org](mailto:marty@etranscriptionsolutions.org)



## We're Highly Regarded

We continue to grow, thanks to the word-of-mouth endorsements of our satisfied clients. Here are just a few:

...eTranscription Solutions transcribed the audio tapes of ten focus groups I moderated at three facilities in two cities. Despite a sub-par audio recording system at one facility, the transcripts were accurate, complete, and easy to read, and were returned to me ahead of schedule.

*Chuck, market researcher,  
Cincinnati, OH*



...In the high-paced demand for Washington transcripts,...eTranscription has consistently delivered.

*Keith, production company,  
Washington, DC*



...We have worked with many transcription services over the past 15 years. eTranscription Solutions started working with us about three years ago. Since then, we have not worked with anyone else.

*Uday, market research firm,  
Columbus, OH*



...We have in the past used several transcription services, and they have not come even close to the quality of service that eTranscription has provided my company.

*Stacy, Web conferencing company,  
Glen Rock, NJ*

**eTranscription**  
SOLUTIONS  
P.O. Box 973  
493 Gateway Drive  
Logan, OH 43138-0973

**eTranscription**  
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International,  
web-based  
transcription  
service



More than 45 years  
of combined experience  
in specialized  
transcription  
services.

