



Transcription News - 15th February 2023

Contents

- * [Suggest a charity](#)
- * [Ichthyosis - our £500 donation](#)
- * [Transcription price changes 1st April 2023](#)
- * [Why 14 day turnarounds?](#)
- * [News - recent articles](#)
- * [Online Quotations for Transcription, Translation and Conversational Analysis](#)
- * [The Ten Percent Foundation](#)
- * [The Transcription Society](#)

Good morning and welcome to the February 2023 edition of Transcription News from University Transcriptions and TP Transcription Limited. Our newsletter includes updates on our charitable foundation's work, a request for charities we can donate to, transcription price changes and turnaround times.

Charity Donation Nominations for 2023

TP Transcription Limited and University Transcriptions donate 10% of annual net profits to charity via the Ten Percent Foundation, a charitable trust set up to distribute monies to charities in the UK and Africa. We have been doing this for over 20 years and by way of example in 2022 our charitable donation was £25,469.80. The Foundation never incurs any administration costs - all monies are distributed to charities. We are looking for our clients and transcribers to suggest charities we can donate to in 2023.

Suggest a charity

We would love to hear of your nominations for worthy causes we can donate to. To suggest a charity please email Jonathan Fagan at jonathan@tptranscription.co.uk with the name of the charity, anything you think we would like to know about it and any experiences you may have had of the charity's work. A lot of the charities like to know who nominated them, and if you are happy for us to release this to them and/or for us to use your name in any publicity related to the donation, please let us know.

Funding criteria

The charity deals with a range of work that appeals to us.

The charity has no ulterior motive.

The charity appears to do some good, does not hoard money or spend it frivolously.

The charity pays its staff a reasonable and not excessive level of remuneration.

The trustees of the Ten-Percent Foundation are particularly interested in the following types of charity or worthy cause:

Charities that deal with poverty and the effects of poverty in the UK, support for stammering and in particular children affected by speech impediments, support for people who have Parkinsons, children with heart conditions, support for people who have had a stroke, charities working with ex-offenders, charities with links to the legal profession, charities dealing with victims (and perpetrators of) domestic violence and charities dealing with youth work in areas particularly affected by poverty.

Why do we donate?

We set up our companies over 20 years ago with the aim of being as ethical as possible in everything we did. As part of this we decided that a percentage of our profits should always be earmarked for charitable work and set the rate at ten percent. A sudden burst of inspiration meant we called ourselves the Ten Percent Group and it is what the TP in our name (TP Transcription Limited) stands for.

Nominations 2023

Last year we asked our transcription clients and transcribers to nominate charities we could support and were overwhelmed with the large number of suggestions received. We had a large number of well thought out nominations from academic clients using our transcription services, which contrasted somewhat with the incredibly low number of nominations received from the legal profession (the other major strand of our business group). We will be looking further at this in a future article.

Our trustees went through each nomination to ensure the charity fell within our criteria for donations. The trustees also called each charity where possible to discuss potential funding requirements. We always check the charity accounts as well.

A wide range of charities were selected and we have been showcasing them in our newsletters over the past year. These included the The Children's Heartbeat Trust (Northern Ireland), Arun Sunshine Group, Ichthyosis Support Group, Men in Sheds, First Steps, Rights of Women, Cure Parkinsons, Prison Choir Project, Dundee Stroke Exercise Club, The Proud Trust and Leeds Womens Aid.

We have a strict list of criteria in relation our donating which is available on the Ten Percent Foundation website. Donations tend to be within the range of £500-£2000 per charity per year, although in the past we have supported charities over a period of 5 years with donations going towards specific ongoing projects.

If you have any questions about the work of the Ten Percent Foundation, please email jonathan@tptranscription.co.uk or visit our website at <http://www.tenpercentfoundation.org>



Charity Focus - Ichthyosis Support Group - donation £500

The trustees of the Ten Percent Foundation decided to donate £500 to the Ichthyosis Support Group. The group was set up by people affected in some way by ichthyosis.

The ISG currently has over 1600 members of which it supports individuals and families affected by ichthyosis. The ISG has previously provided grants for research into Netherton Syndrome, Harlequin ichthyosis, and Lamellar

ichthyosis as well as others. The aim is to continue to make a research grant available for

ichthyosis research.

What is Ichthyosis?

Ichthyosis is a group of skin disorders that lead to dry, itchy skin that appears scaly, rough, and red. The symptoms can range from mild to severe. Ichthyosis can affect only the skin, but some forms of the disease can affect internal organs as well.

What are the charity's aims?

To promote and protect the physical and mental health of sufferers of ichthyosis and any associated condition in the United Kingdom and Ireland through the provision of financial assistance, support, education and practical advice;

To advance the education of the general public and medical profession in all areas relating to ichthyosis and any related condition, and its implication for the family;

To promote research into the management of ichthyosis and any related condition and to publish the useful results of that research, and to support organisations worldwide promoting research into ichthyosis.

How will the donation help?

"The money will be allocated to our children's camps, we held 2 last year and are planning 2 again this year." Liz Dale, Manager ISG.

Further information

For further details about the charity please visit their website here: <https://www.ichthyosis.org.uk/>

Price changes for April 2023

A message from our Managing Director, Anna Gresty.

"We will reluctantly be raising our prices from April 1st 2023. This is not a decision we have taken lightly; our current prices have remained the same since early in 2017. We have absorbed rising costs as far as possible in recent times but given that we are committed to paying our transcribers a fair and ethical wage in return for their hard work (we are accredited by the Living Wage Foundation), the current soaring levels of inflation have left us with little choice but to increase our prices. Much of the increase will be passed directly on to our transcribers and this will help us retain our high quality, UK based transcribing team. We will also continue to donate 10% of our annual profits to charity.

Please find a table of our revised prices [on our website here](#) for your information. Any files uploaded on or before March 31st 2023 will be charged at our current prices so there is still plenty of time to get files to us before the prices increase.

We hope you understand why we have made this difficult decision and we look forward to continuing to work with you in the future. If you have any questions about the contents of this email, or our company in general, please do drop me an email or give me a call."

Why 14 Day Turnarounds?

Turnaround times in transcription refer to the time it will take from the moment you upload your file to the transcription company, to be converted from audio into a document, through to the return of that document from the point that you have uploaded the audio file. We often get asked why our standard turnaround and price is for 14 days.

Every single transcription business works to a different set of turnaround times, so for example TP Transcription and University Transcriptions work with turnaround times of seven days, 14 days, 48 hours, and same day return.

Other companies will work on a 12-hour return, a seven-day return or a bespoke return depending on what capacity they have. Quite a lot of transcription businesses are very small and only have a few transcribers, so the work gets done when the transcribers are available to complete it. Others outsource the work overseas to call centre operations, or send the work out to lots of different transcribers around the world in very small 1-5 minute segments that are then reconstructed as a whole transcript.

It is very difficult to compare prices for different transcription businesses, because pretty much every business has different turnaround times. For example, very few transcription companies offer 14-day turnaround times, whereas for TP Transcription and University Transcriptions, this is our most popular category for all our areas of work; whether this is one to one interviews, focus groups, Jefferson transcription or transcription in another language.

It may surprise you to know that our 14 day turnaround relates primarily to our commitment to fair working conditions for our transcribers.

14 day turnaround - quality and lifestyle

We set up TP Transcription and University Transcriptions over 20 years ago, and soon discovered that one of the main reasons professional transcribers like working for our company is that we do not impose tight return times for the majority of our academic work. Our 14-day turnaround enables our transcribers to fit their transcription work around other life commitments.

A large proportion of professional transcribers undertake the work because it provides a source of income that fits around other commitments, both personal and work-related. A 14 day turnaround time means that the transcribers can plan their time effectively and fit their lives around the work.

Similarly, it also means that transcribers are not rushed when it comes to transcribing recordings, which means a better standard of transcription for our clients. A transcriber working flat out to complete a difficult transcript within a few hours is going to have to concentrate harder and work faster on the transcript than one who has put aside a few afternoons to complete their workload for the week. Whilst this is not going to impact the client as much, any transcribers working like this over a period of time will find it tough going. Transcription is not easy work.

Recent Advice Articles

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[For a full list of over 50 articles on our website please click here](#)

The Transcription Society - providing professional accreditation to academic and business transcribers

The Transcription Society is a not-for-profit organisation dedicated to improving standards in the transcription industry and providing accreditation to both individual and corporate members. The organisation is run on a not for profit basis and registered in the UK with Companies House. The society offers individual transcribers the chance to obtain professional recognition for their standards of work and provides corporate members with recognition that they subscribe to a professional level of industry standards for quality and ethics.

Needless to say, TP Transcription Limited is a corporate member and our directors sit on the board of the Transcription Society. For details of the transcription standards the Society promotes, please visit www.transcriptionsociety.org.

We hope you have enjoyed reading our monthly newsletter and look forward to hearing from you if we can assist further.

Kind regards

Jonathan Fagan (he/him)

Founder & Director

TP Transcription Limited

www.tptranscription.co.uk

www.universitytranscriptions.co.uk

Email: jbfagan@tenpercentgroup.com

Tel: 01745 813306

Head Office & Admin Centre (all recordings):

TP Transcription Limited

Pen y Banc

Ystrad Pont

Denbigh

LL16 4RW

London Office:

TP Transcription Limited

27 Old Gloucester Street

London

WC1N 3AX

Glasgow Office:

TP Transcription Limited

Clyde Offices

2nd Floor
48 West George Street
Glasgow
G2 1BP

Tel: 0141 432 1180

Dublin Office:
TP Transcription Limited
Bracken Road No 51, Carlisle Offices
D18CV48
Dublin, Sandyford
Ireland

Tel: 353 1 960 9195

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