



Contact details  
removed at client's  
request

Dee Briston  
AudioSec  
32a Creekmoor Lane  
Creekmoor  
Poole  
Dorset  
BH17 7BS

19 September 2006

Dear Dee,

**Re: Reference for Audio Transcription Services**

I am delighted to be able to provide a recommendation for your services.

AudioSec have just completed full transcription services for over 30 interviews conducted for a research project at the University of Salford. The research project looked into the gender imbalance in the engineering industry, and interviews were conducted in both individual and group formats. The interviews were held in a variety of locations, and as a result, some of the recordings were of very poor quality.

All of the transcripts provided by Dee were of exceptional quality, even when the recordings were not! The transcriptions were conducted in a timely manner, with many sound files transcribed within 7 days. Where a file could not be returned within 7 days, Dee always provided a date by which it would be returned and all of these deadlines were met.

Dee provides a very flexible service, and was always able to deal with queries quickly and efficiently. The professionalism that Dee demonstrated leaves me in no doubt that all of the confidential interview files were dealt with in an appropriate manner.

I look forward to liaising with Dee again on our next project, and fully recommend her services to my colleagues.

Yours sincerely,

Name removed at client's request

Project Administration Co-ordinator  
Women in North West Engineering