**RICHES Audio-Video Recording Log**

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| **1. Interviewer Contact Information.** |
| Name: |
| Address: |
|  |

|  |
| --- |
| Home Phone: |
| Cell Phone: |
| Email: |

**2. Name and birth date of the interviewee as it appears on the Biographical Data Sheet.**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birth Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Month/Day/Year

**3. Recording Format.**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Video:* | Digital Video | | DVD-Video | MPEG | MPEG-2 | MPEG-3 | | MPEG-4 | Other |
| *Audio:* | CD-Audio | WAV | | Cassette | Other | |

**4. Equipment used \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**5. Estimated length of recording (in minutes) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of recording \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**6. Location of recording \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**7. Key topics discussed in the interview \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**8. Interview Abstract \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**9. Please log the topics discussed in the interview in sequence.**

For example:

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| --- | --- |
| 1:45 enlisted with best friend | 22:30 on board troop ship to Europe |
| 2:50 chose Signal Corps and reasons why | 26:30 part of 2nd wave at Omaha Beach on D-Day |

