

**REQUIRED**

**AUDIO AND VIDEO RECORDING LOG**

To ensure inclusion in the Northeast Archives of Folklore and Oral History, this form must accompany each submission.

1. Name and address of contributor or interviewer.

Name of Contributor/Interviewer \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ - \_\_\_\_\_

Telephone ( \_\_\_\_ ) \_\_\_\_\_ Email \_\_\_\_\_

Organization affiliation (if any) \_\_\_\_\_

2. Name and birth date of the veteran or civilian being interviewed as it appears on the Biographical Data Form.

Name of interviewee \_\_\_\_\_ Birth Date \_\_\_\_\_  
month / day / year

3. Recording format (please check)

VIDEO type:

- Digital Video (MiniDV, DVCAM, DVPRO)
- DVD-R Video
- Flash Drive
- Other \_\_\_\_\_ (identify)

AUDIO type:

- Cassette
- CD-R
- Flash Drive

4. DIGITAL FILE type (please check)

- WAV  MPEG2
- MPEG4/H.264  TXT/RTF  TIF/JPG

5. Estimated length of recording (in minutes) \_\_\_\_\_ Date of recording \_\_\_\_\_  
month / day / year

6. Location of recording (City, State) \_\_\_\_\_

7. Please log the topics discussed in the interview in sequence on the next page. You may estimate the minute marks, but try to be as close as possible.

Example:

<u>Minute Mark</u>	<u>Topics</u>
1:00	introduction
2:30	enlisted with best friend
4:50	chose Signal Corps and reasons why
10:00	boot camp and early days
22:40	on board troop ship to Europe
26:00	part of 2nd wave at Omaha Beach on D-Day
30:00	message for future generations

